

Frank S. Venezia
Chair
Victoria Storrs
Vice Chair
Tim McCann
Secretary
Richard Kotlow
Assistant Secretary
Tim Maniccia
Member
David Kidera
Member
Vacant
Member

TOWN OF BETHLEHEM
Albany County - New York
INDUSTRIAL DEVELOPMENT AGENCY

445 DELAWARE AVENUE
 DELMAR, NEW YORK 12054
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Regular Meeting Minutes
Friday, April 24, 2020
8:00 AM
Town Hall Auditorium

Thomas P. Connolly
*Executive Director,
 Assistant Secretary and
 Agency Counsel*
 518-573-2200
Allen F. Maikels
*Treasurer, Chief Financial Officer
 and Contracting Officer*
 518-487-4679
Elizabeth Staubach
*Economic Development
 Coordinator*
 Ext. 1189
Robin Nagengast
*Assistant to the Executive Director
 and Clerk*
 Ext. 1164

I. Notice

- **DUE TO THE NOVEL CORONAVIRUS (COVID-19), BETHLEHEM IDA WILL NOT BE MEETING IN-PERSON. AN EXECUTIVE ORDER (202.1) ISSUED BY GOVERNOR CUOMO ON 3/12/2020 SUSPENDED THE OPEN MEETINGS LAW. THE MEETING IS BEING HELD ELECTRONICALLY VIA VIDEO CONFERENCE AND A TRANSCRIPT WILL BE PROVIDED AT A LATER DATE. MEMBERS OF THE PUBLIC MAY VIEW AND LISTEN TO THE MEETING LIVE BY VISITING THE TOWN'S WEBSITE/MEETING PORTAL.**

I. Call to Order/Roll Call/Quorum Determination

A Regular Meeting of the Bethlehem Industrial Development Agency of the Town of Bethlehem was held on the above date at the Town Hall Auditorium, 445 Delaware Avenue, Delmar, NY. The Meeting was called to order at 8:00 AM with the presence of a quorum noted.

Attendee Name	Title	Status	Arrived
Frank S. Venezia	Board Member/Chairman	Remote	
Victoria Storrs	Board Member/Assistant Secretary	Remote	
Tim McCann	Board Member/Secretary	Absent	
Tim Maniccia	Board Member	Remote	
David Kidera	Board Member	Remote	
Richard Kotlow	Board Member	Remote	
Thomas P. Connolly	Executive Director/Agency Counsel	Remote	
Joe Scott	Bond Counsel	Remote	
Allen F. Maikels	CFO and Contracting Officer	Remote	
Robin Nagengast	Assistant to the Executive Director	Remote	
Robert Leslie	Director of Planning	Remote	
David VanLuven	Town Supervisor	Remote	

III. Minutes Approval

Friday, March 27, 2020

RESULT: **ACCEPTED [UNANIMOUS]**
MOVER: David Kidera, Board Member
SECONDER: Richard Kotlow, Board Member
AYES: Venezia, Storrs, Maniccia, Kidera, Kotlow
ABSENT: Tim McCann

IV. Reports of Committees

No committees to report on.

V. Communications

No communications.

VI. Old Business

- **PLANNING BOARD UPDATE (LESLIE)**

The Port project was before the 4/21 Planning Board, anticipate the final EIS to be accepted at May 5 meeting. Burt Crane is under review, possibly back on May 5 for final approval. Lindy Gas, West Yard Road, site plan under consideration to provide nitrogen to SABIC. Comp Plan Update Committee received 9 responses to request for proposals.

- **REPORT OF ED COORDINATOR (LESLIE)**

The Communications Strategy developed with Baker Communications in collaboration between the town and the Bethlehem Chamber is complete. It includes ready to use processes, some of which are already being deployed. Microenterprise Grant awardees are moving forward with their development activities, including taking the business development course starting May 9.

VII. New Business

- **FINANCIAL STATEMENTS 3/31/20 (MAIKELS)**

Net income is behind budget for the first three months. A closing would have a positive effect.

- **REPORT COVID-19 SMALL BUSINESS RELIEF PROGRAM (CONNOLLY)**

Albany County Economic Development is working with local IDAs and Chambers to create a \$3 million fund to make grants of up to \$20,000 to small businesses. IDA participation in the program requires an executive order to allow IDAs to engage in loans and grants and IDA approval. The Community Loan Fund would administrate for a proposed fee of 5%. An agreement between the Community Loan Fund and the Agency would stipulate that BIDA funds can only be awarded to Bethlehem businesses and that BIDA will have input in determining who will be awarded. The Community Loan Fund has raised \$170,000 from banks and foundations that will be available to Bethlehem businesses to apply for after launch regardless of IDA participation. A meeting will be scheduled to discuss the results of the Chamber business survey.

- **REGULAR MEETING - FRIDAY, MAY 22, 2020 8:00 A.M. REMOTE**

The May 22 Regular Meeting will be followed by a meeting of the Audit Committee.

VIII. Adjournment

Motion To: Adjourn

RESULT: **ADJOURN [UNANIMOUS]**
MOVER: Richard Kotlow, Board Member
SECONDER: Victoria Storrs, Board Member/Assistant Secretary
AYES: Venezia, Storrs, Maniccia, Kidera, Kotlow
ABSENT: Tim McCann