

Frank S. Venezia
Chair
Victoria Storrs
Vice Chair
Tim McCann
Secretary
Richard Kotlow
Assistant Secretary
Tim Maniccia
Member
David Kidera
Member
Catherine M. Hedgeman, Esq.
Member

TOWN OF BETHLEHEM
Albany County - New York
INDUSTRIAL DEVELOPMENT AGENCY

445 DELAWARE AVENUE
 DELMAR, NEW YORK 12054
 Telephone: (518) 439-4955
 Email: info@bethlehemida.com
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Regular Meeting Minutes
Wednesday, August 26, 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
Vacant
Economic Development
Coordinator
 Ext. 1189
Robin Nagengast
Assistant to the Executive Director
and Clerk
 Ext. 1164

Notice

- **DUE TO THE NOVEL CORONAVIRUS (COVID-19) THE BOARD WILL NOT BE MEETING IN-PERSON. 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. AN EXECUTIVE ORDER (202.1) ISSUED BY GOVERNOR CUOMO ON 3/12/2020 SUSPENDED THE OPEN MEETINGS LAW.**

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	Present	
Victoria Storrs	Board Member/Vice Chair	Present	
Tim McCann	Board Member/Secretary	Absent	
Richard Kotlow	Board Member/Assistant Secretary	Present	
Tim Maniccia	Board Member	Present	
David Kidera	Board Member	Present	
Catherine Hedgeman	Board Member	Present	
Thomas P. Connolly	Executive Director/Agency Counsel	Present	
Allen F. Maikels	CFO and Contracting Officer	Present	
Robin Nagengast	Assistant to the Executive Director	Present	
Robert Leslie	Director of Planning	Present	

II. Minutes Approval

Wednesday, July 22, 2020

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

III. Reports of Committees

None.

IV. Communications

- **MEMO FROM NYS ESD PRIVATE EQUITY BOND ALLOCATION ADJUSTMENT (CONNOLLY)**

The communication from NYS ESD was acknowledged, no questions from members.

V. Old Business

- **PLANNING BOARD UPDATE (LESLIE)**

Diversified Auto and Burt Crane are before the Planning Board.

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

A consultant has been approved for the Comprehensive Plan Update, Committee to kick off when it meets September 10. Community engagement plan to follow.

CEG presented an offshore wind energy plan, Port of Albany is a potential site.

VI. New Business

- **FINANCIAL STATEMENTS 7/31/20 (MAIKELS)**

Financials are ahead of budget, 2021 budget prep underway.

- **BIDA COVID-19 GRANT PROGRAM (CONNOLLY)**

- **D. RESOLUTION/POLICY/APPLICATION/AGREEMENT**

**RESOLUTION APPROVING COVID-19 SMALL BUSINESS
STATE DISASTER EMERGENCY GRANT PROGRAM**

WHEREAS, Town of Bethlehem Industrial Development Agency (the "Agency") is a public benefit corporation authorized and empowered by the provisions of Chapter 1030 of Laws of 1969 of New York, constituting Title 1 of Article 18-A of the General Municipal Law, Chapter 24 of the Consolidated Laws of New York, as amended (the "Enabling Act") and Chapter 582 of the 1973 Laws of New York, as amended constituting Section 909-b of said General Municipal Law (said Chapter and the Enabling Act being hereinafter collectively referred to as the "Act") to encourage economic growth in the Town of Bethlehem; and

WHEREAS, the Agency intends to implement New York State Chapter 109 of the Laws of 2020 amending section 858 of the General Municipal Law (“State Legislation”) which allows the Agency to provide grants to small businesses or not-for-profits for the purpose of purchasing personal protective equipment (“PPE”) and other fixtures (“Fixtures”) necessary to prevent the spread of COVID-19;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE TOWN OF BETHLEHEM INDUSTRIAL DEVELOPMENT AGENCY, AS FOLLOWS:

Section 1. The Agency approves of Agency Policy for the COVID-19 Small Business State Disaster Emergency Grant Program which is attached hereto and directs that the Policy is to be posted on the Agency’s website; and

Section 2. The Agency approves of the COVID-19 Small Business State Disaster Emergency Grant Program Application which is attached hereto and directs that the Application be posted on the Agency’s website; and

Section 3. The Agency approves of the COVID-19 Small Business State Disaster Emergency Grant Program Agreement which is attached hereto and

Section 4. The Agency hereby authorizes the Chairman and the Executive Director and the Chief Executive Officer to take all steps necessary to implement this Resolution; and

Section 5. This Resolution shall take effect immediately.

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

• **ADMINISTRATIVE SERVICES AGREEMENT/RESOLUTION (CONNOLLY)**

Upon motion by Mr. Maniccia, seconded by Ms. Storrs, the Agency approved the 2020 Administrative Services Agreement with the Town and the 2020 Schedule 'A' with all members present in approval.

RESULT: APPROVED [UNANIMOUS]
MOVER: Tim Maniccia, Board Member
SECONDER: Victoria Storrs, Board Member/Vice Chair
AYES: Venezia, Storrs, Kotlow, Maniccia, Kidera, Hedgeman
ABSENT: Tim McCann

VII. Future Meetings

• **REGULAR MEETING - FRIDAY, SEPTEMBER 25, 2020 8:00A.M. REMOTE**

The next regular meeting is scheduled for Friday, September 25 at 8am.

VIII. Adjournment

Motion To: Adjourn

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