

# TOWN OF LOCKPORT INDUSTRIAL DEVELOPMENT AGENCY

## BOARD OF DIRECTORS

Meeting Minutes April 9, 2020

Due to the Corona Virus Pandemic and NY PAUSE orders, the meeting was held via conference call. A *Notice of Meeting* was posted on Town websites, shared with the press and posted on IDA doors as public participation was prevented for this meeting.

### **1.0 Roll Call**

**Present** – Chairman Eric Connor Vice Chairman Todd Fragale Treasurer Robert Runk, Secretary Harold Anderson. Board member Jeanine Chatt, Darlene DiCarlo. Legal Counsel –Brian Seaman, Dan Seaman, Administrative Director – Thomas Sy.

**Excused:** Daniel Antkowiak,

### **2.0 CALL TO ORDER:**

The meeting was called to order by Chairman Eric Connor at 8:02am.

### **3.0 SECRETARYS REPORT:**

On a motion by Mrs. Chatt, seconded by Mr. Runk, the minutes of the March 12th Board Meeting were approved. Vote 6-yes, 0-no, unanimous.

### **4.0 TREASURERS REPORT:**

Treasurer Robert Runk reviewed for the Board the financial reports dated 3/31/2020. His review covered the Statement of Cash Transactions, Income Statement and Balance Sheet. On the Statement of Cash Transactions, the interest earned and funds transferred were noted. On the Income Statement expenses were reviewed and it was noted the YTD loss is \$32,043.92 Concerning the Balance Sheet an accounts payable of \$7743.86 was noted and involves the 2 quarterly payments made in April. On a motion by Mr. Fragale, second by Mrs. DiCarlo the report was approved with the recommendation to investigate a potential error on the Balance Sheet. Vote 6-yes, 0-no, unanimous.

Mr. Runk reviewed the monthly bills for April 9th. On a motion by Mr. Runk, seconded by Mrs. DiCarlo, the Board of Directors approved payment of the bills. Vote 6-yes, 0-no, unanimous.

### **5.0 ADMINISTRATIVE DIRECTORS REPORT:**

Mr. Sy covered highlights of his submitted report for the month of March and early April. He noted he has been in regular communications with all supported businesses during the NY PAUSE period. Topics and resources have included essential/nonessential work definitions, information on the SBA Economic Injury Fund, the CARES Act and Paycheck Protection Program and links and resources on unemployment. He also recently provided updated links to the SBA website to facilitate daily updates for businesses.

Mr. Sy also noted the IDA Academy schedule for Poughkeepsie NY later in April has been canceled due to the Pandemic. He has received credit for the hotel room but will keep the \$85 registration fee with NYSEDC for the time being.

Mr. Sy reviewed the results on assessing business activity at the supported businesses based on car counts and some email communications.

Mr. Sy announced the filing of a quarterly report for the NYPA Rail Trail grant which the work on has failed to start due to the Town Highway Department working at 50% staff. He also noted the Town has received the grant from DEC for the recycle carts. Mr. Sy executed the contract and Supervisor Crocker signed the voucher.

Mr. Sy was pleased to report that the PARIS report due to the NYS Authorities Budget Office has been successfully submitted and certified for the year of 2019.

Mr. Sy also announced that the recently passed NYS budget for 2020/21 includes the Prevailing Wage language/rule all economic development entities had been against. The bill is effective January 2022 at this point and includes the 30% threshold and the \$5million threshold.

Lastly Mr. Sy noted that for now, the April schedule has Sarah working from home 100% and he is in the office daily for 2 to 3 hours.

**6.0 ATTORNEYS REPORT:**

Nothing to report.

**7.0 OLD BUSINESS:**

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**8.0 EXECUTIVE SESSION:**

An executive session was called by Mr. Runk and seconded by Mrs. DiCarlo for the purpose of consultation with the IDA Attorney at 8:29 am. The executive session was ended at 8:45am on a motion by Mrs. DiCarlo, seconded by Mrs. Chatt.

**9.0 NEW BUSINESS:** A motion was made by Mr. Runk and seconded by Mrs. Chatt to enter into a contract with Ecology and Environment for the purposes of conducting a Grassland Breeding Bird Survey on IDA Park South land at an expense of approximately \$8500. Vote 6-yes, 0-no, unanimous.

**10.0 NEXT MEETING:**

The next meeting will be Thursday, May 14th at 8:00am. Whether the meeting is in person or by phone will depend on the end of NY PAUSE.

**11.0 ADJOURNMENT:**

On a motion by Mrs. DiCarlo, seconded by Mr. Fragale, the Board voted to adjourn at 8:50 am.  
Vote 6-yes, 0-no, unanimous.

Respectfully submitted,  
Harold Anderson - Secretary