

TOWN OF LOCKPORT INDUSTRIAL DEVELOPMENT AGENCY  
**BOARD OF DIRECTORS**

Meeting Minutes April 9, 2026

**1.0 Roll Call**

**Present** – Robert Runk, Treasurer Kristin Anderson, Board Members – Jeanine Chatt, Daniel Antkowiak, Terry Kuczka, Legal Counsel – Thomas Seaman, and Director – Patricia Dufour  
**Excused**– Chairman Todd Fragale, Vice Chair Darlene DiCarlo

**2.0 CALL TO ORDER:**

The regular meeting of the April Board Meeting was called to order at 7:59 am by Member Robert Runk.

**3.0 SECRETARY’S REPORT:**

On a motion by Mrs. Anderson, seconded by Mr. Kuczka, the minutes of the March 12, 2026, Board meeting were approved. Vote 5-yes, 0-no, unanimous.

**4.0 TREASURER’S REPORT:**

Mrs. Anderson reviewed the March 2026 financial statements. The review covered the Period Budget Analysis (which was previously referred to as our Income Statement), Statement of Cash Transactions, and the Balance Sheet. On the Income Statement, Mrs. Anderson noted the monthly interest earned was \$4,318.25. The month-to-date report shows a loss of \$11,629.92. The year- to-date shows a loss of \$25,019.83. The balance sheet reports \$156,201 in our cash account and \$1,755,117 in our Savings Account. There being no questions, a motion was made to accept the financials by Mrs. Chatt, seconded by Mr. Antkowiak.  
Vote 5-yes, 0-no.

Mrs. Anderson reviewed the monthly bills for April 9, which totaled \$16,644.19. Mrs. Anderson made a motion to approve the payment of bills, seconded by Mrs. Chatt.  
Vote – 5 yes, 0-no, unanimous. Motion carried.

**5.0 ADMINISTRATIVE DIRECTOR’S REPORT:**

Mrs. Dufour reviewed the highlights of her Marketing report for the months of March and early April. The statistics show that our number of hits on the website appear to be much less than in previous months. Upon review of the website, it appears that the recording of hits has changed.

Mrs. Dufour indicated that there will be a ceremony dedicating our new offices, and flagpole on April 22, at 11:00 a.m. The ceremony will be followed by cookies and coffee as well as a tour of the new facility. All members of the Board are invited.

Ms. Dufour told the Board that the questions and comments from the Paris Report submission have been received. None were of serious concern, and the answers will be sent back to the ABO next week.

An inquiry has been received by a metal roofing manufacturer regarding availability at the Park. Mrs. Dufour will be communicating with them and forwarding materials to them as they have requested.

**6.0 ATTORNEY’S REPORT:**

Mr. Seaman reported that CV Plastics came before the Town Planning Board this week. They are still undergoing site plan approval regarding fencing and drainage. They are expected to return next month.

**7.0 OLD BUSINESS:**

Mrs. Dufour indicated that she has talked with Ulrich Sign regarding the entrance off Upper Mountain Road. We will be receiving a design and pricing by next month’s meeting.

**8.0 NEW BUSINESS:**

An inquiry has been received by a metal roofing manufacturer regarding availability at the IDA Park. Mrs. Dufour will be communicating with them and forwarding materials to them.

**9.0 EXECUTIVE SESSION:**

Executive session was called for consultation with the Attorney at 8:14 Motion was made by Mr. Kuczka, with second by Mrs. Chatt. Executive Session was ended at 8:55 a.m.

**10.0 NEXT MEETING:**

The next meeting of the IDA Board is scheduled for 8:00 am on Thursday, May 14<sup>th</sup>, 2026. The meeting will be held at 6570 Dysinger Road.

**11.0 ADJOURNMENT:**

On a motion by Mrs. Anderson, seconded by Mr. Kuczka, the Board voted to adjourn at 8:42 am. Vote 6-yes, 0-no, unanimous.

Respectfully submitted,

Jeanine S. Chatt  
Secretary