TOWN OF LOCKPORT INDUSTRIAL DEVELOPMENT AGENCY
BOARD OF DIRECTORS

Meeting Minutes September 11th, 2025

1.0 **Roll Call**

Present – Chairman Todd Fragale, Treasurer Kristin Anderson, Board Members - Robert Runk, Terry Kuczka and Dan Antkowiak. Legal Counsel – Tom Seaman, Administrative Director – Thomas Sy.

Excused - Vice Chair Darlene DiCarlo, Secretary Jeanine Chatt

Guests – Justin Reynolds

CALL TO ORDER:

The regular meeting of the September Board meeting was called to order at 8:00 am by Chairman Todd Fragale.

Public Hearing – Integrity Machining – Mr. Fragale opened the public hearing on supporting the Application for Financial Assistance on behalf of Integrity Machining and Fabrication. Mr. Seaman read the notice of the public hearing that was placed in the local newspaper. Justin Reynolds, CEO of Integrity Machining, then provided the Board with an update to his business, hiring and move to 4906 IDA Park Drive. He noted an increase in orders from his 22 active customers knowing his soon to be added capacity. When asked to clarify the job retention and creation stemming from this project, Mr. Reynolds stated that at the time he filled out his application, he employed 4 full-time employees and one part-time employee. His expected growth, as a result of this project, is to move to 8 full-time and 0 part-time employees. Mr. Reynolds also noted that he has already added two full-time employees, so as of this date, he has 6 full-time employees He also noted that the cost of renovation of the former Emerson Renwick is slightly above budget. There were no members of the public present and no written communication received.

2.0 SECRETARY'S REPORT:

On a motion by Mr. Kuczka seconded by Mr. Runk, the minutes of the August 14th Board meeting were approved. Vote 5-yes, 0- no, unanimous.

3.0 TREASURER'S REPORT:

Mrs. Anderson reviewed for the Board the August 31st financial statements. The review covered the Income Statement, Statement of Cash Transactions, and Balance Sheet. On the August Balance Sheet, Mrs. Anderson noted that Property and Equipment Net is reduced due to the sale of land to SIVA Powers America. Further, the cash balance is $1,948382. The updated fund balance is $1,855,433. On the Income Statement, Mrs. Anderson noted the administrative fee and gain on sale of land from the SIVA Powers America project. Total income for the month was $117,773. The monthly surplus was $112,502 and the year-to-date surplus was $59,842. As concerns the Statement of Cash Transactions, Mrs. Anderson again highlighted the SIVA Powers America. On a motion by Mr. Runk, seconded by Mr. Kuczka, the report was approved as presented. Vote -5 yes, 0-no, unanimous.

Mrs. Anderson reviewed the monthly bills for September 11 which totaled $7,910.67; and noted the monthly management fee to the Town includes the purchase of ten chairs for the new Board Room to be in the Town Community Center. Mrs. Anderson made a motion to approve the payment of bills, seconded by Mr. Kuczka. Motion carried.

4.0 ADMINISTRATIVE DIRECTOR'S REPORT:

Mr. Sy reviewed the highlights of his submitted report for the months of August and early September.

Mr. Sy reviewed the status of the Town Community Center renovation project and likely move date for the IDA. He noted he purchased new chairs for the Meeting Room which will serve as the IDA Board Room. He is awaiting related furniture quotes from Mid-City. Mr Sy also noted he had drafted and mailed an RFP for the AV needs in the Community Room.

Mr. Sy noted he and Wendel Companies had completed and mailed a grant application under WIIA for the Transit Road Sewer replacement. The Town was unsuccessful in 2024 with a similar grant.

Mr. Sy noted that pending Board action on the Application for Financial Support by Integrity Machining, that the IDA Park will be 100% full as far as existing facilities are concerned. As such he is working with Wendel on a much-needed IDA Park map update.

Mr. Sy noted that Wendel continues to complete minor elements of predevelopment work on IDA Park South. Current interactions are with NYSDOT and NYSEG concerning a possible second access road and electrical capacity/service.

Mr. Sy reported he has completed and submitted a grant for a new vacuum truck for the Town Highway and Sewer Departments through the DEC Stormwater program. If successful, the grant would cover 90% of the cost.

Lastly, Mr. Sy reported that 4 follow-up questions were received from the NYS Comptroller on our 2024 PARIS submittal. Most of the questions/minor changes dealt with the GM Settlement check issues.

5.0 ATTORNEY'S REPORT:

Mr. Seaman reported on the status of the closing on the PILOT and related documents with Woodsmith Fence. Mr. Sy noted he had signed all the IDA documents, and they both expect the closing to be finalized in one to two weeks.

6.0 OLD BUSINESS:

7.0 EXECUTIVE SESSION:

A motion was made by Mrs. Anderson to enter Executive Session for the purpose of consultation with the Attorney at 8:24 am. The motion was seconded by Mr. Antkowiak. A motion was made by Mr. Kuczka to exit the Executive Session at 8:38 am. The motion was seconded by Mr. Runk. No action was taken during the executive session.

8.0 NEW BUSINESS:

Mr. Seaman presented for the Board a resolution approving the requested support for Integrity Machining and Fabrication in the form of a PILOT and Sales Tax exemption. After brief discussion and points of clarification a motion was made by Mr. Runk to approve the resolution. The motion was seconded by Mr. Kuczka.

Roll Call Vote:

Mr. Kuczka – yes
Mrs. Anderson – yes
Mr. Runk – yes
Mr. Antkowiak – yes
Mr. Fragale – yes

The vote on the resolution was 5-0 and passed.

9.0 NEXT MEETING:

The next meeting of the IDA Board is scheduled for 8:00 am on October 9th, 2025, and will be held in Town Hall.

10.0 ADJOURNMENT:

On a motion by Mrs. Anderson, seconded by Mr. Kuczka, the Board voted to adjourn at 8:39 am. Vote 5-yes, 0-no, unanimous.

Respectfully submitted,

Thomas Sy
Administrative Director
Town of Lockport IDA