

**Frank S. Venezia**  
*Chairman*  
**Joseph P. Richardson**  
*Vice Chairman*  
**Tim McCann**  
*Secretary*  
**Victoria Storrs**  
*Assistant Secretary*  
**Tim Maniccia**  
*Member*  
**David Kidera**  
*Member*  
**Vacant**  
*Member*

**TOWN OF BETHLEHEM**  
*Albany County - New York*  
**INDUSTRIAL DEVELOPMENT AGENCY**

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**Regular Meeting Minutes**  
**Friday, December 21, 2018**  
**8:00 AM**  
**Town Hall Auditorium**

**Thomas P. Connolly**  
*Executive Director,  
 Assistant Secretary and  
 Agency Counsel*  
 518-447-3303  
**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. 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	
Joseph P. Richardson	Board Member/Vice Chairman	Present	
Richard Kotlow	Board Member	Present	
Tim McCann	Board Member/Secretary	Present	
Victoria Storrs	Board Member/Assistant Secretary	Present	
Tim Maniccia	Board Member	Present	
David Kidera	Board Member	Present	
Thomas P. Connolly	Executive Director/Agency Counsel	Present	
Joe Scott	Bond Counsel	Present	
Allen F. Maikels	CFO and Contracting Officer	Present	
Robin Nagengast	Assistant to the Executive Director	Present	
Elizabeth Staubach	Senior Planner/ED Coordinator	Present	
Robert Leslie	Director of Planning	Present	

**II. Minutes Approval**

1. Friday, October 26, 2018

**RESULT:** ACCEPTED [UNANIMOUS]  
**MOVER:** David Kidera, Board Member  
**SECONDER:** Joseph P. Richardson, Board Member/Vice Chairman  
**AYES:** Venezia, Richardson, Kotlow, McCann, Storrs, Maniccia, Kidera

**III. Reports of Committees**

No committee activity to report.

#### **IV. Communications**

There are no communications.

#### **V. Old Business**

- **PLANNING BOARD UPDATE (LESLIE)**

PSEG/Grid reactor station approved by the Planning Board. Diversified Auto presented to the Development Planning Committee - potential IDA project. Glenmont Roundabout is in preliminary design phase; staff is meeting with local businesses; and there is a public information meeting scheduled January 17. New senior planner Nate Owens filled vacancy. Comp plan update forums are underway; five more scheduled from January through March.

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

The REDC awarded another \$200,000 for Bethlehem microenterprises; information sessions have been scheduled. Recently met with two potential IDA projects.

- **COLUMBIA 15 PROJECT (CONNOLLY)**

Nothing new from the developer to report.

- **1220 NEW SCOTLAND RD/ARCH SCBTHNY02 (SCOTT)**

The termination documents have been signed and delivered. The termination is complete.

- **COEYMANS RECYCLING CENTER LLC TERMINATION (SCOTT)**

Documents are out; no response from the Coeymans Recycling.

- **PSEG/NATIONAL GRID PROJECT (LESLIE/SCOTT)**

Documents have been delivered and recorded.

- **ECONOMIC DEVELOPMENT STRATEGY UPDATE (LESLIE/STAUBACH)**

Notes from the Workshop were distributed for comments. Regional data will be reflected in continuing strategies, timely with the comprehensive plan update.

- **MONOLITH STATUS REPORT ON CONSTRUCTION 85 VISTA BLVD.  
(SULLIVAN/STROUD/ERBY/FOBARE/PICKETT/SMITH)**

Monolith has missed the December 13, 2018 deadline for site completion and Planning Board and Agency approvals have expired without extensions. The building permit will expire January 31, 2019. Monolith hasn't stabilized the site.

Interim financial statements are requested.

Next report to the IDA board will be at the next regular meeting on January 25 at 8am; updates to the Executive Director are requested as available.

**VI. New Business**

- **FINANCIAL STATEMENTS 11/30/18 (MAIKELS)**

Net income is estimated at \$150,000, ahead of budget.

- **ADMINISTRATIVE SERVICES CONTRACT 2019/RESOLUTION (CONNOLLY)**

Upon motion by Mr. Richardson, seconded by Mr. Kidera, the Agency approved the 2019 Administrative Services Agreement with the Town and the 2019 Schedule 'A' with all members present in approval.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Joseph P. Richardson, Board Member/Vice Chairman  
**SECONDER:** David Kidera, Board Member  
**AYES:** Venezia, Richardson, Kotlow, McCann, Storrs, Maniccia, Kidera

- **REGULAR MEETING - FRIDAY, JANUARY 25, 2019 8:00AM, AUDITORIUM**

The next meeting is Friday, January 25 at 8am.

**VII. Executive Session/Resolution**

Upon motion by Mr. Kidera, seconded by Ms. Storrs, the Board went into executive session at 8:40am to discuss litigation. The executive session closed at 9:12am on a motion by Mr. Kidera, seconded by Ms. Storrs, with no action taken.

**VIII. Adjournment**

**Motion To:** Adjourn

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