

Minutes for the November 6th 2008 meeting of the Directors of The Village of Lancaster Community Development Corporation

At 7:00 p.m. on November 6th 2008, President Jeffrey Stribing convened a joint meeting of the directors of the VLCDC, the Village Fire Marshall, the Village Planning Commission ("VPC") and the Historic District Commission ("HDC") in the firematic training room of the Municipal Building, 5423 Broadway, Lancaster, New York. Also present were Vice President William Cansdale, Secretary Craig McRae, Treasurer John Mikoley, Directors Dawn Gaczewski, Robert Giza, Joseph Maciejewski and Richard Young; Village Trustee Paul M. Maute, VPC Chair Jim Allein and members Mark Grucella, Mary Kless, Mary Refermat; HDC members Will Harnack, Jason Hassett, Jan Pecqueur, Ron Kwiatek and Grace Miller, as well as consultants Mark Aquino and Stanley Keysa.

Jeff Stribing reported that the VLCDC had been awarded a NYS Main Street grant, and gave an overview of the process, saying that it was important to select architects to aid the business owners while ensuring that the resulting façade had a sense of integration. Buildings dating to the 1860's should look like the 1860's, not the 1940's, while those of the 1940's should not try to look like the 1860's. The VLCDC will administer the grant, but has asked the HDC and PC to serve as an architectural review committee to determine the appropriateness of the improvements for which grant funds are sought. He also noted that the Town of Lancaster Industrial Development Agency ("LIDA") had agreed to pay the cost of the architects to be selected so that the grant funds could go to physical improvements.

President Stribing introduced Michael Lennon of Flynn & Battaglia who presented a Powerpoint show introducing members of the 14 employee firm who would work on the project, detailing historic preservation projects in which they were involved (including Forever Elmwood, the Botanical Gardens in South Buffalo and many others) the six steps they saw involved, and that they expected to average 32 hours for each of at least 10 properties. End product would be working façade drawings and specifications from which construction bids could be sought. Supervisor Giza emphasized his desire that this work be complete by next summer, and Lennon assured him it could be done. Dick Young asked if they could provide a composite drawing of the facades with which to stimulate public enthusiasm, and Lennon agreed that they could.

Craig McRae left at this point to attend to other business.

After Mr. Lennon left, President Stribing introduced David Dean and Mark Sutton of Dean Sutton Architects. The two said they had been partners for 12 years, practiced from their office in Depew, and had 10 employees. They circulated sample drawings and photos of sample work. David Dean said they specialized in rehabilitating older structures, such as their own office and that of Fenster and Lewis at 5522 Broadway, using new materials to evoke older themes. They are familiar with the Main Street Grant program, and have worked with the City of Tonawanda, the Village of Blasdell, the Village of Williamsville, and many private owners. The closest project is probably the Forest City Development in the City of North Tonawanda. Dean said they would work closely with the property owners and typically would develop several facades, including a historic restoration as well as one or more alternatives that might cost less. Their goal would be to generate enthusiasm both with the property owner they were working with, as well as others in the target area. On questioning, they said they typically handled about 300 projects a year, that they would give the project priority due to the proximity of their office, and

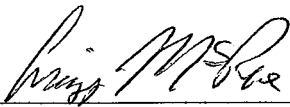
that the work would certainly be completed by next summer. Dean Said it was difficult to estimate a total price, but that it would be a percentage of the total estimated work, typically 10% of smaller projects to 8% of larger projects, but that "we will fit within the budget," and include a pre-construction meeting with prospective contractors.

When Dean and Sutton had left, Jeff Stribing said the grant will be administered by the VLCDC, but that he wanted input from those present. Mayor Cansdale suggested a secret ballot, at which point Stan Keysa prepared blank ballots for distribution by Will Harnack and Jan Pecqueur. Eighteen ballots were collected, counted, and it was determined that Flynn & Battaglia had drawn twelve (12) votes, while Dean Sutton had drawn six (6).

At this point, President Stribing formally convened a meeting of the VLCDC Directors present. Joe Maciejewski moved to authorize President Stribing to negotiate and contract with Flynn-Battaglia to provide architectural services to be paid by the grant from the LIDA; his motion was seconded by Mayor Cansdale and unanimously approved.

Joe Maciejewski then moved to adjourn the meeting of the VLCDC directors; his motion was seconded by Mayor Cansdale and unanimously approved.

Respectfully submitted,



Craig McRae, Secretary

**Minutes for the November 6th 2008 meeting of the Executive Committee of
The Village of Lancaster Community Development Corporation**

At 6:35 p.m. on November 6th 2008, President Jeffrey Stribing convened a meeting of the Executive Committee of the VLCDC directors in second floor library of the Municipal Building, 5423 Broadway, Lancaster, New York. Also present were Vice President William Cansdale and Treasurer John Mikoley. Consultants Mark Aquino and Stanley Keysa also attended, as did Director Richard Young.

John Mikoley noted certain corrections to the minutes of the October 1st 2008 Executive Committee meeting and then moved their approval as corrected; his motion was seconded by Bill Cansdale, and unanimously approved.

John Mikoley moved approval of the minutes of the regular October 1st 2008 meeting of directors; his motion was seconded by Bill Cansdale, and unanimously approved.

John Mikoley suggested an amendment to the minutes of the October 30th 2008 special meeting, then moved their approval as amended; his motion was seconded by Bill Cansdale, and unanimously approved.

Treasurer John Mikoley presented the Treasurer's report prepared by Mark Aquino, recommending approval of issuance of checks 1421 through 1432 in amount of \$28,039.72. He said that the only items out of the ordinary were payment to Drescher & Malecki, the auditors, a partial refund of deposit to Mike Dwan, and payment to Besch Mechanicals for checking the rooftop heating units. Mayor Cansdale moved approval of the report; his motion was seconded by Jeff Stribing and unanimously approved.

Mark Aquino reported on vacancies at the LVP Complex, indicating that he had run an ad in the Buffalo News but received no inquiries. He is working with a collections agency that is still trying to get its LLC formed. The bakery Dawn Gaczewski suggested has not pursued a site for variety of reasons. Jeff suggested approaching a certain store in Batavia.

Mark reported that he had filed to create another Not-For-Profit Corporation, but had to drop the word "preservation" from the title as it raised flags in Albany. He said he would be working on getting the Employer Identification Number for the corporation, and that Stan Keysa would work on the proposed by-laws.

Mark said that Judge Kevin Keane had entered an order removing Joseph Giallanza from the lawsuit, and denied a summary judgment against VLCDC. The next step will be up to Konst; if nothing else happens, it will be scheduled for trial.

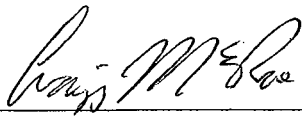
Mark noted a form letter received from the Public Authorities Board and said he will respond.

Discussion followed on the invitation to the Planning Commission, Historic District Commission and others to interview architects. Jeff reported that LIDA had agreed to fund \$32,000, with its funds going directly to the architect selected.

Stribing reported that several property owners had already selected architects. Dr. Rudewicz already has an architect, as does Rudy Tichy. Both will need to go before the Architectural Review Committee, which will consist of the Planning Commission and the Historic District Commission.

As the time for the joint meeting was at hand, Bill Cansdale moved to adjourn the Executive Committee meeting, seconded by John Mikoley and unanimously approved.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Craig McRae". The signature is written in black ink and is positioned above a horizontal line.

Craig McRae, Secretary

**Amended minutes for the October 30th 2008 special meeting of the Directors of
The Village of Lancaster Community Development Corporation**

At 8:03 a.m. on October 30th 2008, President Jeffrey Stribing convened a special meeting of the directors in the board room of the Municipal Building, 5423 Broadway, Lancaster, New York. Also present were Vice President William Cansdale, Secretary Craigg McRae, and Directors Dawn Gaczewski, Robert Giza and Richard Young. Consultants Mark Aquino and Stanley Keysa also attended.

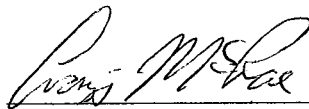
President Stribing explained that he had sent out requests for proposals to a number of architects following up on the concept that the Community Development Corporation would (with partners) fund the cost of having an architect work with business owners in the central business district (CBD) in order to simplify the business-owners' efforts to improve the facades of their properties in a historically-sensitive fashion, while also increasing the chances that the various facades would work together in an integrated fashion.

Jeff had earlier circulated responses from Dean Sutton, Flynn Battaglia and Lauer Mancuso for review by the Directors. Discussion followed as to potential costs and Jeff's request to the Town of Lancaster Industrial Development Agency (LIDA) for funding. He also reviewed briefly a second grant opportunity announced by New York State for which the Village of Lancaster will apply. Supervisor Giza asked if the Town might participate as a property-owner, as it has about \$20,000 of work needed on its exterior brickwork. Jeff said he would investigate that.

President Stribing said he had sent requests to William Schutt and Left Coast Design, but heard back from neither. He also said that the three responders had provided examples of their expertise. His impression was that Dean Sutton primarily did new work or renovation of older structures, while Lauer Mancuso had solid restoration background, and was the only one which specified a cap per building. Bob Giza said his preference would be someone with local ties.

It was the consensus that Jeff invite the responding architects to make presentations at the **next regular meeting, to be held November 6th at 7pm at the Municipal Building board room.** An executive committee meeting will proceed at 6:30 pm in the library.

Respectfully submitted,



Craigg McRae, Secretary