

**Minutes for the May 6<sup>th</sup> 2009 meeting of the Executive Committee of  
The Village of Lancaster Community Development Corporation**

At 7:43 a.m. on May 6<sup>th</sup> 2009, President Jeffrey Stribing convened a meeting of the Executive Committee of the VLCDC in second floor library of the Municipal Building, 5423 Broadway, Lancaster, New York. Also present were Vice President William Cansdale, Treasurer John Mikoley and Secretary Craigg McRae. Consultants Mark Aquino and Stanley Keysa also attended.

John Mikoley moved approval of the minutes of the April 1<sup>st</sup> 2009 Executive Committee meeting and of the regular meeting of directors of that date; his motion was seconded by Mayor Cansdale and unanimously approved.

Treasurer John Mikoley presented the Treasurer's report as prepared by Mark Aquino, recommending approval of issuance of checks 1487 through 1498 in amount of \$19,355.75. He said all items were ordinary, except for the payment to grant writer Jean O'Connell Craigg McRae moved approval of the report and issuance of the checks; his motion was seconded by Mayor Cansdale and unanimously approved.

Mark Aquino said there was a need to repair a portion of the roof of the LVP Complex over the former Interstate Steel and Town of Lancaster Building Inspector offices. He had obtained a quote from Nickel City Roofing for \$6500, which included removing and replacing rusted steel deck. After discussion, John Mikoley moved to authorize Mark to obtain an additional quote and then to contract for the repairs in an amount not to exceed \$6500; his motion was seconded by Bill Cansdale and unanimously approved..

Mark Aquino reported that he had contact from several prospective tenants and discussed both the prospects and the spaces they were interested in

Mark reported he had heard nothing new regarding the Konst lawsuit.

Mark also reported that he was investigating having repairs made to the light poles, several of which are leaning. Mayor Cansdale said he had asked Village Attorney Art Herdzik to prepare a contract between the Village and the VLCDC for use of the parking lot for the fourth of July celebrations, and that the repair of the lights and patching of the parking lot could be part of that contract. Craigg McRae moved to authorize the President to sign such an agreement with the Village of Lancaster; his motion was seconded by John Mikoley and unanimously approved. .

Jeff Stribing said he thought the corporation needed more working committees, and that he had asked Dawn Gaczewski, Linda Mallia and Jeff Simme (sitting in for Bob Giza) to review building usage in the LVP Complex. Jeff Simme reported he thought it would be two years before the Building Inspector would move to the Town Hall addition. In the meantime, Kaleida wants to expand. Mark said he was prepared to propose to Kaleida and the Town that they switch locations. He could then add the Interstate Steel area, giving Kaleida the space they wanted with an internal restroom. He has not yet discussed this with the Town. Costs of build out would be spread over a five year lease with Kaleida. Mark was given directions to proceed.

At 8:02 a.m., John Mikoley moved to adjourn the Executive Committee meeting; his motion was seconded by Craig McRae and unanimously approved.

Respectfully submitted,

  
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Craig McRae, Secretary

**REVISED Minutes for the May 6<sup>th</sup> 2009 regular meeting of the Directors of  
The Village of Lancaster Community Development Corporation**

At 8:08 a.m. on May 6<sup>th</sup> 2009, President Jeffrey Stribing convened a regular meeting of the Directors of the VLCDC in second board room of the Municipal Building, 5423 Broadway, Lancaster, New York. Also present were Treasurer John Mikoley, Secretary Craigg McRae, and Directors Dawn Gaczewski, Linda Mallia and Richard Young. Consultants Mark Aquino and Stanley Keysa, NYMS project Financial Review Committee member John Evoy and interested citizen Matthew Walters were also present.

President Stribing asked Mark Aquino about a budget for the coming year, and Mark presented a draft for review and comment.

Jeff Stribing said he wanted to change location of the annual meeting to promote more exchange with Village Board members. Discussion followed, with Stan Keysa being asked to interpret the By-Laws. As a result, Jeff suggested scheduling the **annual meeting of members for 7:30 p.m. on Monday, May 11<sup>th</sup> at the Village Board Room**. Jeff will schedule an informal get-together with light refreshments at the Seven Owls Tea Room, Aurora and Broadway for 6 p.m. on Monday, May 18<sup>th</sup>. As notice of the annual meeting date had already been sent last month; the Secretary was asked to send reminder notices to each member.

Stan Keysa reported that the term of Director Craigg McRae was up on May 31<sup>st</sup>, that there was an unfilled term ending May 31<sup>st</sup>, 2013, and that the unexpired term vacated by Christen Gregory was open. Following discussion, the directors voted unanimously to nominate Craigg McRae for a new term ending May 31<sup>st</sup>, 2014, and nominated Matt Walter (resume attached) for the open term ending May 31<sup>st</sup> 2013. No one was nominated to replace Christen Gregory, but Jeff said he will make contact with the Lancaster Opera House to seek a representative from that board.

Regarding officers, the directors voted unanimously to nominate Jeffrey Stribing for another term as President, Richard Young as Vice President (in place of William Cansdale, who stepped down), John Mikoley as Treasurer, Craigg McRae as Secretary, Michael Stegmeier as Archivist and Assistant Treasurer, and Stanley Keysa as Assistant Secretary.

Jeff spoke of the Restore New York grant program which the Village considered but did not apply for. They had been told there was a good chance, but the Village Board wanted quotes for the cost of engineering a set of schematic plans for reconstruction of West Main Street. Wm Schutt & Associates submitted a bid of \$16,000 and Don Gallo quoted \$14,500, but the bids came back too late to apply. Jeff wants to start planning now for another application round next year, and said there might even be an opportunity later this year.

Again, Jeff thought it important to have an informal meeting with the Village Board so they understand what the goals of the VLCDC are, of the need to have plans ready, and that the process will take more effort than just that of the directors.

Linda Mallia suggested it was important for the directors to meet with various property owners to view the inside of the buildings to understand how they are constructed and arranged, so that they can make suggestions when another round of funding is proposed. Linda offered to call the owners if she can get a list; Mark Aquino promised to provide her with a list.

Regarding the funded façade program, Jeff reported that excellent progress was being made, that Flynn Battaglia had prepared drawings of the current conditions, and that they had developed suggestions for a number of the buildings which have been reviewed by the Architectural Review Committee. That board is chaired by Jim Allein of the Village Planning Board. Grave Miller of the Historic District Commission serves as secretary. The intent is that there be one presentation with both board providing comment at the same time. Several have gone to the Financial Review Committee, which approved \$51,000 towards projects totaling \$102,000. Jeff reviewed the status of several buildings, indicating there was considerable enthusiasm for the plans. ARC approvals have been granted 27, 31, 33-35, 39-41 Central and 5429 Broadway. Several projects will include cleansing the brick with a soy-based cleanser and staining replacement brick to match the original. Working plans will be prepared following ARC approval.

Stan Keysa reminded the directors that they need to file disclosure forms patterned on the New York State form with the secretary by May 15<sup>th</sup>, and that forms be circulated shortly (attached).

Mark reported that he was continuing work on the foundation.

Jeff proposed a plan to approach the Wendt Foundation, saying he'd like to get the foundation trustees to Lancaster to understand what we are doing and planning. Jeff emphasized that the VLCDC needs to solicit donations and handed out a fundraising strategy.

John Mikoley questioned whether the VLCDC had a website yet. Jeff said he had several proposals, but needed help in evaluating them. Matt Walter volunteered to help Jeff with the project. Stan Keysa reminded both that the Public Authorities Law required certain information to be posted to the website.

At 8:55 a.m., John Mikoley moved to adjourn, Craigg McRae seconded and the directors voted unanimously to adjourn.

**Reminder: the annual meeting of membership, election of directors and election of officers will be held at 7:30 p.m. on Monday, May 11<sup>th</sup> 2009 at the Village Board Room, Municipal Building, 5423 Broadway, Lancaster.**

Respectfully submitted,

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Craigg McRae, Secretary