

Minutes of Village of Lancaster Community Development Corporation
Meeting Date July 5th, 2018

Attendees: Jim Allein, Bill Schroeder, John Chmarney, Bob Dimmig, Dawn Robinson, Robert Lawrence, John Mikoley

Absent: Shannon McNichol

Gallery: Tommy Sweeney, Dick Young, Mary Jo Monin, Lynn Ruda

Jim A. opened the meeting at 4:01PM

Minutes:

There were multiple corrections needed prior to approval of the 06-06-2018 minutes. Robert L. made note of the missing recusal of John M. in the Walter Winter property vote. In addition, the "approved unanimously" is to be removed. Jim A. noted that the "net profit" needed to be changed to "net income". John M. also stated that the motion to approve the minutes from the prior month needed to be altered to properly reflect who made the motion and who seconded. John M. also noted that there was an incorrect statement of "lease inspection" that should be "lease extension". Corrected minutes to be forwarded to Mike S. Bob D made a motion to approve with changes, seconded by Dawn R.

Treasurer's Report:

John M. gave the treasurer's report. Dep for month \$14,497.75. Expenses (cks 2807 - 2814) \$9,055.54. Included is \$7,000 to Galbo construction for the window work, \$550 to Lancer Door & Glass. Jim A. stated that this came in about \$3,500 below what was budgeted for in the past. Net income for the month is \$1,261.76. John M. stated that they will be getting together to do the new fiscal year budget. Jim A. asked Tommy S. when the closing is expected. Tommy S. stated that it is looking like the end of July. A motion to approve the treasurer's report was made by Bill S., seconded by John C. and unanimously approved.

Sale Agreement Progress: John M. emailed Ed Sweeney regarding communication with the bank. He did state if all goes well, we should be able to close in late July. Tommy S. indicated that his company is paying the survey company for the work on the separation of the parcels.

John C. asked if we should be sending M&T any additional payments. Robert L. mentioned that we would be wasting money in penalties if we did not send.

Lease Updates: Addendum with the Music Academy has been signed. Jim A. updated on the work being completed. Tommy S. stated that his company will be absorbing the cost of the new doors in addition to the architectural drawings. Joe Abati had meeting with fire inspector and building inspector and received a verbal Ok. Jim A. reviewed the work done on the music academy.

Building Update / Improvements and Maintenance: New Lilly Belle patio is complete. John M. asked about the broken window in Dark Forest Chocolates Jim A. stated that is being repaired and is waiting on glass. Approximate cost of \$1,000-\$1,500. A discussion regarding who would be responsible ensued. The damage was from a Village worker but Dawn R. suggested that there may be an exclusion for municipalities with regard to this type of damage. Jim A. stated that his experience with the municipality is that they would not be liable. There were a number of suggestions of who would or could pay without certainty. Bill S. suggested filing a claim for the damage.

Bill S. stated that the work on the sidewalk continues and should be completed soon.

By-Laws Revision: Dawn R. stated that she has no updates. Robert L. stated that it was not clear about when the vote, referenced in the prior minutes, would take place. Dawn R. stated that she would put a communication in to Art H. and see if the revisions were sent back.

Chamber Report: John C. mentioned the wine walk event in September. He thanked Lynn R. for the advertising in the Village tax bill. John stated that there are 15 merchants involved.

Chamber has decided to take on a role with Matt Fischione and give guidance to new members when it comes to filing permits and working with the Village. Looking to communicate the right way to do things.

Village of Lancaster Report: Lynn R. discussed the second newsletter that is going out with the tax bills. Focused on the economic feasibility study. Wants the same message to come across from all parties involved. Lynn R. met with Matt F. to explain permit process in newsletter in an effort to educate the community.

Dawn R. discussed four big grants coming up. There is a tree inventory and GIS mapping. On 7/12/2018 doing a consolidated funding application for DEC. She discussed community education as part of the grant support. Dawn discussed backup plans for roundabouts in the event the \$10 million doesn't come through.

John M. asked about the status of the LaBella study. Dawn R. stated that they have the final draft that needs to be reviewed and returned by 7/20/2018. Tommy S. mentioned working with Julia at LaBella as well.

John C. asked about a press conference to announce the projects happening including the LaBella study. Lynn R. made comments about social media marketing. Robert L. asked about any Facebook or Twitter notifications. The Village does not have a method at this point.

Tommy S. discussed a marketing strategy and the DRI grant and LaBella study. John C. mentioned the idea of finding someone with some skills that could volunteer. John C. discussed reaching out the FARM marketing agency. Lynn mentioned that the Village does have the ability to submit to the Bee. John C. mentioned Chakra and their HIVE program.

Lynn R. mentioned the possibility that the CDC could transition into a new role helping local business with their marketing/social media.

Drescher & Malecki 2017 audit was distributed for review. .

Tommy S. mentioned that the appraisal was completed and came in at \$925,000.

John M. mentioned an outstanding loan, in the amount of \$35,000, that was made to the New York Store. This is an interest only loan at 2%. Jim A. asked what would happen if the CDC closes up. The New York Store debt is not due until 2035. Robert L asked about the security deposit accounts. John M. stated that those would transfer to the new owner.

John M. made a motion to authorize a bookkeeper, Von Vreckin & Associates, at a cost up to \$150 to review and correct journal entries in the Quickbooks file for the CDC. This was seconded by Jim A. and unanimously approved.

Additional Business:

At 4:57 PM Bills S. made a motion to adjourn, seconded by John M. and unanimously approved.

Respectfully submitted,

Robert Lawrence