

Minutes of Village of Lancaster Community Development Corporation
Meeting Date November 6th, 2019

Attendees: Jim Allien, Robert Lawrence, Tom Sweeney, Joe Ligammare, Deb Glowny

Absent: Robert Dimmig, Bill Schroeder, Paul Rudz, Paul Maute, Joseph Quinn, Lynn Ruda

Gallery: N/A

Jim A. opened the meeting at 4:03 PM

Minutes: Joe L. made a motion to approve the minutes from the October 2, 2019 meeting. Seconded by Tom S. and unanimously approved.

Treasurer's Report:

Tom S. provided a packet to review that included the proposed budget for the current fiscal year. The numbers are through July 1, 2019.. Current balance of \$69,371.43. Tom S. noted minor corrections needed to the budget provided. Joe L. made a motion to accept the budget as presented with noted corrections. Seconded by Deborah G. and unanimously approved.

Tom S. also provided a sub-account balance sheet that included the DVMC and the Beautification accounts. The DVMC ending balance was \$1,710.47. Tom S. mentioned that we never transferred the \$2,000 donation to the merchants into the sub-account.

Jim A. made a motion to transfer \$2,000 from the main CDC account into the pass-through account. Seconded by Robert L. and unanimously approved.

Tom S. provided was a balance sheet as of 11/06/2019. The balance as of that date is \$46,626.58. There was a brief discussion detailing the balance sheet and expenses that are expected be billed to the CDC in the near future..

2018-2019 Audit: Jim A. stated that he emailed Tom Malecki regarding the audit and was informed that it should be ready by the December meeting of the CDC.

Kurtzman Loan: The group discussed the details and terms regarding the current loan from the CDC to Kurtzman. Jim A. asked Alan what he would settle the loan for. Jim presented the details of an offer made by Kurtzman after his initial discussion with Jim. The offer from Kurtzman was an amount of \$17,500. The details of the loan were reviewed. The original loan was a 20 year note in the amount of \$35,000 at 2% interest with annual interest only payments of \$700 and secured by the New York Store. The loan is not callable.

Tom S. made a motion to counter the Kurtzman offer at \$25,000 payable before 7/1/2020 with the next annual installment waived. Seconded by Joe L and unanimously approved.

Public Hearing for West Main Street Extension: Hearing next Wednesday 11/13/2019. Brief discussion regarding the roundabouts. Joe L. provided insight regarding the issues faced by emergency vehicles with roundabouts.

Evans Agency Insurance Discussion: Tom S. discussed our current insurance coverage discussing with our agent given the changes in property ownership. Due at the end of November at a cost of \$500. Existing liability was discussed even though we no longer own a property.

Status of Strategic Planning Discussions: Tom S. discussed the two recent meetings and the setting of goals for the group. Tom S. stated that Dawn G. will remain on as the events coordinator through November of 2020. A brief discussion regarding the meetings ensued. A possible position for a Main Street Manager was discussed at a potential cost of \$15,000 - \$24,000 per year. Tom S. discussed completing a proposal to begin to pursue a sub-contractor as a Main Street Manager, part-time, for 25 hours per week at between \$12 and \$15 per hour.

Chamber Report: Deb G. provided a flyer outlining "Upcoming Events" with the chamber. Deb stated that they have completed multiple interviews for a new chamber director with no decision.

Village Report: N/A

At 5:17 PM Tom S. made a motion to adjourn. Seconded by Robert L. and unanimously approved.

Respectfully submitted,

Robert Lawrence