



## **Niagara County Brownfield Development Corporation**

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**MEETING MINUTES**  
**Niagara County Brownfield Development Corporation**  
**Monday, November 13, 2019**  
**Samuel M. Ferraro Center for Economic Development**  
**Sanborn, NY 14132**

**Members Present:** Chairman Richard Updegrove, Thomas O'Donnell (Vice Chair proxy), Secretary Michael Casale

**Others Present:** R. Thomas Burgasser, Amy Fisk, Scott Hapeman, Elizabeth Kraus (H. Sicherman & Co), Jacqueline Minicucci

- 1.0 The meeting was called to order at 1:40 p.m. by Chairman Updegrove.
- 2.0 Ms. Fisk introduced Ms. Kraus representing H. Sicherman & Co.
- 3.0 Roll was called. Board members present were Chairman Richard Updegrove, Thomas O'Donnell (proxy for Mayor Dyster), and Secretary Michael Casale.
- 4.0 Pledge of Allegiance.
- 5.0 The minutes of the July 29, 2019 meeting were motioned for approval by Mr. Casale and seconded by Mr. O'Donnell. Unanimous. Carried.

### **ACTION ITEMS**

- 6.0 Mr. Hapeman reviewed the conflict of interest waiver for the remediation grant application submitted by 210 Walnut Street LLC, subsidiary of the Greater Lockport Development Corporation (GLDC), for the property located at 50 Elmwood Avenue in Lockport. Ms. Kraus stated that H. Sicherman represents both the NCBDC as the financial review consultant and is a consultant for the GLDC on financial matters. The financial review for a subgrant request is minimal and a credit analysis is not required since no repayment is necessary. The board had no concerns with H. Sicherman representing both parties. A motion to waive any potential conflict with regard to 50 Elmwood Ave. was made by Chairman Updegrove and seconded by Mr. Casale. Unanimous. Carried.

### **NEW BUSINESS**

- 7.0 Ms. Fisk updated the board on the following projects:
  - a.) Riveria Theatre, North Tonawanda – There is currently \$42,913 remaining in the

subgrant. Ms. Fisk stated that if the balance is not utilized, the funds will be reallocated to other NCBDC projects.

- b.) 211 Main Street, North Tonawanda – The loan documents were executed on 08/07/19. Work is progressing but no expenses have been invoiced to date.
- c.) 128 Walnut Street, Lockport – RFP was issued for remediation with proposals due 12/12/19.
- d.) 1501 College Avenue, Niagara Falls – Monthly loan payments are up to date.
- e.) 600 River Road, North Tonawanda – Monthly loan payments are up to date.
- f.) 4435-4445 Military Road, Niagara – Bids for demolition work are due 11/15/19.
- g.) 50 Elmwood Avenue, Lockport – New project subgrant application received.
- h.) 624 River Road, North Tonawanda – New project loan application received.

### **ATTORNEY BUSINESS**

- 8.0 Mr. Hapeman stated he is working with USEPA and Ms. Fisk to clarify eligible expenses and applicability of Davis Bacon prevailing wage requirements for the 624 River Road project.
- 9.0 Next Meeting – TBA
- 10.0 Adjournment – Motion to adjourn at 2:15 p.m. was made by Mr. Casale and seconded by Mr. O'Donnell. Unanimous. Carried.

Respectfully submitted,

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Jacquiline P. Minicucci  
Recording Secretary