

**COUNTY OF CATTARAUGUS  
INDUSTRIAL DEVELOPMENT AGENCY**

**BOARD MEETING MINUTES**

**Tuesday, October 22, 2013**

**CCIDA OFFICE**

**9 East Washington Street  
Ellicottville, New York  
11:15 a.m.**

**Roll Call:**

**Members**

**Present:**

Mr. Thomas Buffamante - Chairman  
Mr. Joseph Higgins  
Mr. Salvatore Marranca  
Mrs. Crystal Abers  
Mr. Brent Driscoll

**Member Excused:**

Mr. Joseph Eade  
Mr. Gregory Fitzpatrick

**IDA Staff & IDA Counsel:**

Mr. Corey R. Wiktor - Executive Director  
Mr. George Cregg, Jr. - Legal Counsel

**Guests:**

Mr. Wayne Bacon - *16 Martha Street, LLC*  
Mr. Dan Saunder - *16 Martha Street, LLC*  
Mr. Mike Ball - *Deputy Director, Empire State Development*  
Mr. Diego Sirianni - *Programs Specialist, Empire State Development*  
Mr. Chris Chapman - *Buffalo News*  
Mr. Rick Miller - *Olean Times Herald*  
Mr. John Thomas - *The Villager*  
Ms. Jann Wiswall - *Ellicottville Times*

CCIDA Chairman Thomas Buffamante called the meeting to order at 11:18 a.m. A roll call of the Board of Directors of the CCIDA was conducted, Mr. Eade and Mr. Fitzpatrick were excused from the Board meeting due to prior business engagements.

**APPROVAL OF MINUTES:**

A Motion was made by Salvatore Marranca, with a second by Brent Driscoll to accept the minutes from the July 23, 2013 Board of Directors Meeting. Motion Carried.

Mr. Wiktor next introduced Mr. Wayne Bacon and Mr. Daniel Saunder from **16 Martha Street, LLC**, which recently submitted a Sale Leaseback Application for project relating to the tourism market within our Community/County. Mr. Wayne Bacon a partner with the 16 Martha Street, LLC Company has asked the CCIDA to support its proposed complete renovation of two (2) buildings on the Project site, the former *American Locker Company* building located at 16 Martha Street in the Village of Ellicottville. One building will feature 10 apartments and the other will be turned into four (4) two story apartment. Phase II, will consist of an additional ten (10) units. The units will be fully furnished and will be available for a variety of term rentals. This project will consist of rentals only, no condominiums nor will any of the units will be for sale, they will only be for rent, fully furnished. This project will not only clean up a site, but will make available rental units that are unlike anything currently located in the Village (hotel-esque style). The total investment of this proposed project is estimated at \$4,250,000.

Mr. Wiktor stated that as much as possible local contractors and suppliers will be used for this project, which should equate to roughly 25 local trades people working on this project. In addition, local property management companies will be utilized for the general maintenance of the property.

**RESOLUTIONS:**

A Motion was made by Crystal Abers seconded by Salvatore Marranca, **RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OF COUNTY OF CATTARAUGUS INDUSTRIAL DEVELOPMENT AGENCY TO HOLD A PUBLIC HEARING REGARDING A PROPOSED PROJECT TO BE UNDERTAKEN FOR THE BENEFIT OF 16 MARTHA STREET, LLC.** A Roll Call vote was taken with Mr. Buffamante, Mr. Marranca, Mr. Higgins, Mr. Driscoll, Ms. Abers voting yes. . Mr. Fitzpatrick, and Mr. Eade were excused. Motion Carried.

A Motion was made by Salvatore Marranca seconded by Joseph Higgins, **RESOLUTION DIRECTING THE EXECUTIVE DIRECTOR OF COUNTY OF CATTARAUGUS INDUSTRIAL DEVELOPMENT AGENCY TO TAKE CERTAIN ACTIONS UNDER ARTICLE 8 OF THE ENVIRONMENTAL CONSERVATION LAW IN CONNECTION WITH A PROPOSED PROJECT TO BE UNDERTAKEN FOR THE BENEFIT OF 16 MARTHA STREET, LLC.** A Roll Call vote was taken with Mr. Buffamante, Ms. Abers, Mr. Marranca, Mr. Higgins, Mr. Driscoll voting yes. Mr. Fitzpatrick and Mr. Eade were excused.

Next, Mr. Diego Sirianni, **Program Specialist** and Mr. Mike Ball the **Deputy Director** of **Empire State Development** made a presentation/update to the Board with respect to the Regional Councils, recent project recommendations, economic development initiatives and joint Empire State Development-CCIDA meetings/thrusts throughout the past year

Mr. Wiktor encouraged the Board to go onto the Empire State Development's website and go to the Western New York page for an in-depth progress report (104 pages) very user/reader friendly with charts, demographic studies, and statistics which is very informative.

Mr. Wiktor outlined to the Board the number of joint meetings conducted and held between the IDA/County/ESD throughout the past year(s). Many ideas, business meetings and calls have been made to area businesses. Our continued partnership will only continue to grow to better serve our businesses and economy here in Cattaraugus County.

Next, Crystal Abers proposed to the **CCIDA Board the listing of the 2014 CCIDA Slate of Officers** to be as follows:

**Officers of County of Cattaraugus Industrial Development Agency**

<b>Chairman:</b>	<b>Mr. Thomas Buffamante</b>
First Vice Chairman:	Mr. Joseph Higgins
Second Vice Chairman:	Mr. Salvatore Marranta
Secretary:	Mr. Gregory Fitzpatrick
First Assistant Secretary:	Mr. Brent Driscoll
Treasurer:	Mr. Joseph Eade
Director:	Ms. Crystal Abers

**CCIDA Audit Committee:**

**Chairman:** **Mr. Gregory Fitzpatrick**  
Mr. Thomas Buffamante  
Mr. Brent Driscoll

**CCIDA Governance Committee:**

**Chairperson:** **Ms. Crystal Abers**  
Mr. Joseph Eade  
Mr. Joseph Higgins  
Mr. Salvatore Marranta

Mr. Higgins made a motion to accept the Slate of Officers as presented for the CCIDA, motion was seconded by Mr. Driscoll. Mr. Buffamante so moved that this slate of officers be duly elected to serve the CCIDA for the year 2014.

Mr. Wiktor advised the CCIDA Board that the 2014 Proposed Slate of Officers of the Capital Resource Corporation will be done at the next CCCRC meeting with the same slate of officers to be presented (which may take place in February 2014).

Mr. Wiktor proposed a schedule of dates for the Board of Directors Meetings of the CCIDA for 2014. All meetings will be held on Tuesday's except for the first meeting of 2014 which will be held on Thursday, February 6th at 10:00 a.m. to coincide with the Hodgson/Russ ski day at HoliMont Inc. If any Board Member has any conflicts with this schedule please let me know as soon as possible so that an alternative date can be assigned.

### **FINANCIAL REPORTS:**

Mr. Wiktor advised the CCIDA Board that because no meeting was conducted in the month of September 2013, we currently have Operating Statements before the CCIDA Board for the months of July, August, and September 2013. Mr. Wiktor discussed the September Operating Statement which shows a deficit of \$32,332. Mr. Wiktor stated that we have received approximately \$33,000 in the month of October (\$10,842 from Holiday Valley sales tax letters and \$22,811 from the closing of the Ontario Knife project), which will bring us to the break even point through October 31, 2013. We still have two project in the works that will hopefully close by years end. Also, we have a few projects that are still in the discussion stages for the beginning of 2014. We also anticipate an income of \$7,500 to the CCIDA in November of 2013 as well.

Mr. Wiktor also discussed some changes that have made to reduce the office expenses. We have changed our phone carrier from Verizon to Time Warner which should save approximately \$1,500.00 per year. We are also looking into changing our Workers Compensation insurance that is currently being purchased/carried through Cattaraugus County. We have found that it is much cheaper to get this coverage on our own and have completed the application to make this change on the first of the year with a savings of \$1,000.00 per year. Mr. Wiktor also made changes to his cell phone plan, this should also save \$500 (+,-) year.

A Motion was made by Salvatore Marranca with a second by Brent Driscoll to accept the July, August, and September Operating Statements for the County of Cattaraugus Industrial Development Agency as presented. **Motion Carried**

Mr. Wiktor next reviewed the Proposed 2014 CCIDA Operating Budget with the Board. We are looking at income of \$220,000 and expenses have been kept to a minimum which should put us at a break even point by the end of the year. As always we review our budget each year in July and make adjustments as needed.

Mr. Wiktor also mentioned the Certificate of Deposit/Savings Account report that is updated on a quarterly basis. Mr. Wiktor advised the CCIDA Board that any accounts with a deposit of \$250,000 or more have a third 3rd party agreement in place for the protection of the CCIDA.

A Motion was made by Joseph Higgins with a second by Salvatore Marranca to accept the Proposed 2014 CCIDA Operating Budget as prepared. All in favor.

Mr. Wiktor was asked to send this Proposed 2014 Budget to Cattaraugus County Administrator, Mr. Jack Searles for a 30 day public review. Mr. George Cregg, Jr. Stated that after the 30 day review period that the CCIDA Board will be able to adopt the proposed 2014 Budget.

### **EXECUTIVE DIRECTOR'S REPORT:**

Mr. Wiktor advised the CCIDA Board of the two (2) **job fairs** that are being held. Last Saturday, on October 19, 2013 the **Ellicottville Brewing Company** held a job fair from 11:00 a.m. - 2:00 p.m. and **Holiday Valley** has scheduled a job fair on October 26, 2013 from 9:00 a.m. - 11:00 a.m. These job fairs are good news for Cattaraugus County because it puts more people to work and continues to build the tourism trade within the County.

Mr. Wiktor mentioned the great news for Holiday Valley which has moved up to #5 ranking in the East Coast by "**Northeast Ski Magazine**" this is up from #6 in 2012. To be the Best Ski Resort in the East for 2014 - #5 ranking is quite an accomplishment. The article stated that the resort is family friendly with outstanding facilities and the atmosphere makes up for the limited vertical. Ellicottville is a great place to visit and enjoy. Kudos to all at Holiday Valley!

Mr. Wiktor also reviewed an article in the Buffalo News - *Ski slopes readying new equipment*, features, in regards to the investment that has taken place at Holiday Valley \$3.1 million and HoliMont Inc. final project investment for West Mont Ridge is expected to be at \$22 million.

Mr. Wiktor stated that he e-mailed the CCIDA Board in regards to an **Open House at The Woods at Bear Creek** scheduled for October 19-20, 2013. Mr. John Hutchins, President of The Woods at Bear Creek has extended an invitation to all Board Members to attend the Open House to see the Resort and the investments that have already taken place. Mr. Wiktor spoke with Management of The Woods at Bear Creek and they had approximately 1,000 people attended the Open House, with regret Mr. Wiktor was not able to attend this function. Mr. Wiktor advised the Board that he was at the Woods At Bear Creek a few weeks ago for a tour and was in awe of the Resort and its amenities. John Hutchins stated that The Woods At Bear Creek plans to be open by this winter for cross country skiing, snowmobiling, snow shoeing etc..

On the weekend of October 19, 20, 2013 the **Cattaraugus County Economic Development, Planning & Tourism Department** put together the **WILMA** event that took place at the Cattaraugus County Fair Grounds. This event was done to showcase Cattaraugus County manufacturers and artisans to display and sell their wares to the general public. The event is part of the larger Buy Local campaign and is intended to display all items actually made here in the County and to promote buying local. Board Member Crystal Abers spearheaded this event and stated that this was a very fun event and well attended by families, a kids corner was provided so

that the parents could do some shopping, this event was given some very positive feedback by vendors and attendees. The event has been scheduled again for next year around the same dates.

Mr. Wiktor stated that to coincide with this event that on Friday before the **WILMA** event a "Lunch and Learn Event" was put on to area manufacturers to learn about ways on saving on energy costs. The event was held at he Corporate Building on the Cattaraugus County Fairgrounds with the expo following on Saturday and Sunday.

The lunch event featured opening remarks from CCIDA Executive Director Corey Wiktor, **Utilizing New York State Energy Research & Development Authority (NYSERDA)** and utility energy efficiency incentive programs to update commercial building stock and vehicle fleets provides funding to our local businesses and ongoing energy savings to help the bottom line. This presentation will give our business owners an opportunity to learn about resources and funding available to them.

Expert presentations were made on programs from **NYSERDA, National Fuel Gas, and National Grid**. These and other organizations were on hand to network, answer questions, and to assist in the first step for free small commercial and not for profit energy audits. The meeting also focused on available cash incentives and low-interest loans from NYSERDA to install the recommended measures, as well as other opportunities available from National Fuel Gas and National Grid. Incentives for vehicles that reduce gasoline and diesel fuel such as compressed natural gas and electric vehicles were also presented.

Mr. Wiktor next discussed the **Southern Tier West - Fall Planning & Zoning Conference** that is taking place on November 13 -14, 2013 at the Chautauqua Suites & Hotel where he will be making a presentation in regards to the New Environmental Assessment Form this presentation will take place on November 14th from 1:00 - 2:00 p.m. This presentation will give a brief introduction to the new forms and a demonstration of the online workbook for the EAFs. This will provide instruction on completing the forms and explains project thresholds for deeming whether the Short or Full Environmental Assessment Form is more appropriate. There will also be a brief discussion on some of the changes to the SEQR regulations that are being considered for the near future.

Other areas that will be covered is **Planning for Economic Development**. A panel discussion with County Planners and Economic Development Officials focused on how Southern Tier West Planning & Zoning Boards can effectively position themselves to take advantage of opportunities to bring business and other economic developments into their communities.

**SEQR Basics** with an overview of the Environmental Assessment form (EAF), Type I, Type II, and Unlisted Actions and the sequence for making a positive or negative declaration on the potential of a project to have an adverse impact on the environment. The relationship between the administration of local regulations and SEQR will also be discussed.

Also the **Right-To-Farm Part II** with a continued discussion from the local Government Conference: Examine the many opportunities and challenges that arise between the farming community and adjoining neighbors and town officials. Participants will gain perspective to the benefits of the planning process, effective issue resolution strategies, and ways to foster positive relationships throughout the community.

Mr. Wiktor reviewed with the CCIDA Board the unemployment rates for Cattaraugus County as published by the Olean Times Herald in August 2013, the rate of unemployment went from 8.5% in 2012 to 7.7% in August 2013 roughly a 1% decrease in unemployment for the Cattaraugus County area. Mr. Wiktor tracked down the information used for this report and found that there was a net increase of 2,100 jobs in the hospitality/leisure industry which accounted for this 1% decrease in the unemployment rate. A footnote to this is the increase in jobs in the area ski industry, projects that consisted of Good Times of Olean, and Ellicottville Brew Company.

Mr. Wiktor also reviewed the report of the Empire State Manufacturing Survey - Federal Reserve Bank this report also includes a graph that outlines the down trend starting in 2008 and the economy that is on the rise starting in 2010 through 2013. Business conditions have improved for the fourth straight month however it has been a very slow progression of improvement for manufacturers in New York State. The recent closing of the Ontario Knife-\$4 million dollar project is an example of the upwards trend that we hope will continue in our area.

Mr. Wiktor spoke with the CCIDA Board in regards to the Start Up New York Program and the discussions that have taken place with Jamestown Community College. This program was formed to create "tax-free" areas of the State on and around college campuses, and also provide personal income tax exemptions for employees of eligible companies for a limited number of those employees.

Mr. Wiktor mentioned the Best States for Business 2013 and New York was ranked #21 up from the #23 ranking in 2012, this article was published in Forbes Magazine.

Mr. Wiktor discussed an e-mail received from Brian McMahon of NYSEDC in regards to Governor Como voted IDA/Sandy Legislation that would have allowed IDA's to provide financial assistance to retail projects damaged by natural disasters. NYSEDC will work with the administration and legislature to address concerns in an effort to enact legislation next year.

Mr. Wiktor discussed the new **Meritool** location - former Luminate building on Little Valley/Salamanca road which allows the company to have its full operations under one roof, something that wasn't available in Ellicottville. The new location gives Meritool as well as ToolSource.com and Stout Tool, two brands also owned by Mr. Herman to operate under the same roof with nearly double the area compared to its former location in Ellicottville. This new location will make it possible for the complete operation from start to finish of tools plus the company's office to be located at one main location.

Mr. Wiktor also mentioned that the 10,000 sq. Ft. of space that was vacated by MeriTool was rented by Ellicottville Brewing Company for storage/packaging and distribution out of the 10,000 sq. ft. of warehouse space.

Mr. Wiktor advised the Board that he and Crystal Abers participated in **Leadership Cattaraugus** with a presentation at the Leadership day festivities. Please see the two letters of appreciation for the time devoted to this presentation.

Mr. Wiktor discussed the **30th Anniversary of "The Natural"** Filming which was celebrated by the New York & Lake Erie Railroad offering a twenty mile round-trip train ride from Gowanda to South Dayton on Saturday September 7 and Sunday September 8, 2013. While on board the passengers experienced the nostalgia of riding in 1930's vintage passenger cars while the train climbs the 2 ½ percent grade out of the valley, travels through the Dayton tunnel constructed in 1865, and passes through farmlands and wetlands on its way to South Dayton. This train ride offering was well attended and sold out both days. Mr. Wiktor stated that Bob Dingman continues to work on the line and has had meetings with Setterstix - Chris Cadigan in regards to possibly opening up the line to make material deliveries to their manufacturing location maybe sometime next year.

**ADJOURNMENT:**

A **Motion** to adjourn the CCIDA Board Meeting was made by Brent Driscoll, seconded by Crystal Abers. **Motion Carried.**

The CCIDA Board of Directors meeting was adjourned at 1:16 p.m.

**The next CCIDA Board of Directors Meeting: Tuesday, December 10, 2013 at 11:15 a.m.**