



# Niagara County Brownfield Development Corporation

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## MEETING MINUTES

### Niagara County Brownfield Development Corporation

Monday, March 28, 2011

10:00 a.m.

Vantage Center, Sanborn, NY 14132

**Members Present:** P. Dyster, W. Ross, S. Ferraro

**Others Present:** J. Baird, P. Brown, T. Burgasser, M. Dudley  
S. Hapeman, E. Lynch, A. Fisk, G. Kelsey  
T. O'Donnell, T. Prohaska, K. Sanacore,  
S. Santarosa, G. Wooley

1. The March 28, 2011, meeting was called to order at 10:05 a.m. by Chairman Dyster.
2. Ms. Karen Sanacore called the roll, and Board members present were W. Ross, S. Ferraro and P. Dyster.
3. Introductions
4. Pledge of Allegiance
5. A motion to approve the minutes of the November 17, 2010, meeting was made by W. Ross and seconded by S. Ferraro. Unanimous. Carried.

## ACTION ITEMS

6. Presentation and acceptance of 2010 Niagara County Brownfield Development Corporation Audit – Ed Lynch and Pat Brown, Brown and Company were present to explain and answer any questions regarding the 2010 audit.

A motion to accept the 2010 Niagara County Brownfield Development Corporation Audit was made by S. Ferraro and seconded by W. Ross. Unanimous. Carried.

7. Presentation on a \$384,900 loan request from Santarosa Holdings Inc. for additional remediation at 1501 College Avenue – S. Santarosa addressed the Board on the status of the first loan explaining the loan was fully drawn down and is currently in repayment. Additional contamination was found at the site after the first loan was issued. Significant redevelopment interest exists in the site but Santarosa Holdings Inc. cannot engage in a contract of sale until a Certificate of Completion is issued from the New York State Department of Environmental Conservation.

A motion to move to executive session was made at 10:30 a.m. by W. Ross and S. Ferraro.

A motion to come out of executive session was made at 10:40 a.m. by W. Ross and seconded by S. Ferraro.

8. Resolution NCBDC-032011-01 - Authorization for a \$384,900 loan from the BCRLF to Santarosa Holdings Inc. for remediation of 1501 College Avenue, City of Niagara Falls, NY

A motion to approve the second loan from BCRLF to Santarosa Holdings Inc. was made by W. Ross and seconded by S. Ferraro. Roll call for vote; W. Ross – yes, S. Ferraro – yes, P. Dyster – yes. Unanimous. Carried.

9. Resolution NCBDC-032011-02 – Request for a Waiver from the Niagara County Purchasing Procedures for Niagara County Brownfield Development Corporation – T. Burgasser explained the resolution.

A motion to approve the request for a waiver was made by W. Ross and seconded by S. Ferraro. Roll call for vote – W. Ross – yes, S. Ferraro – yes, P. Dyster –yes. Unanimous. Carried.

10. Project Updates – A. Fisk

- A. Dussault Foundry, City of Lockport Subgrant - A. Fisk reported the City of Lockport has submitted one invoice for \$1,150 for engineering work for asbestos abatement design. A Request for Proposals from asbestos abatement contractors is expected to be issued in mid-April. Actual asbestos abatement work is anticipated to be completed by summer 2011.

11. List of authorized expenses – J. Baird reviewed the BCRLF and ARRA BCRLF report of NCBDC expenses from December 2010 – March 2011.

**ATTORNEY BUSINESS** - S. Hapeman discussed PAAA requirements regarding the number of committee meetings required yearly for local development corporations. There was a question on requirements. The Board authorized S. Hapeman to research the issue further.

P. Dyster informed the Board there is a PAAA training session scheduled for May 13, 2011.

13. Next meeting date to be determined.

14. Meeting was motioned for adjournment at 10:55 a.m. by S. Ferraro and seconded by W. Ross. Unanimous. Carried.

Respectfully submitted,

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Karen Sanacore, Recording Secretary  
Niagara County Brownfield Development Corporation