

**Hamburg Industrial Development Agency
Board of Directors Meeting**

March 25, 2008

Robert Chesbro Conference Room

Present

Steve Walters
Kevin Smardz
Marcella Fugle
Matt Dils
Tom Moses

Excused

Patti Paul
George Lee
Norma Rusert-Kelly

Guest

Craig Cwick
Nathan Neill
Mary Dosch
Colby Smith
Tori Riley
Deanna Schiller
John Sung
Nacile Crawford

Executive Director

Michael J. Bartlett

- **Motion** to call the meeting to order at 8:04 a.m.

- Colby Smith from McGuire Development was introduced along with several representatives from Windsong Radiology to present their project to the Board. Windsong Radiology is requesting assistance in the form of a sales tax exemption on approximately \$7 million worth of state-of-the-art imaging equipment they are looking to purchase which will be in their new location on Camp Road. With the purchase of this equipment the new facility will be fully digital and have a spa like atmosphere. The closest Windsong location to Hamburg is on Transit Road in Depew/Lancaster and this facility has a four month backlog for women's imaging. The company stated that it has many clients coming from the southern tier and the southtowns who have asked for a closer location. The company hopes to be up and running by mid summer. A public hearing will be set for May 6, 2008 on the project.

- **Motion** to approve the minutes from the February 26, 2008 Board of Directors meeting.

Moved: Tom Moses

Seconded: Marcella Fugle

Ayes: Walters, Smardz, Dils, Pellicano

Nays: None

Carried

- **Motion** to approve the February 2008 Treasurer's Report.

Moved: Steve Walters
Ayes: Smardz, Fugle, Moses, Pellicano
Nays: None
Carried

Seconded: Matt Dils

- **Motion** to approve the Conflict of Interest Policy.

Moved: Marcella Fugle
Ayes: Walters, Smardz, Moses, Dils
Nays: None
Carried

Seconded: Paul Pellicano

- **Motion** to approve the Employee Compensation Policy

Moved: Matt Dils
Ayes: Walters, Smardz, Moses, Pellicano
Nays: None
Carried

Seconded: Marcella Fugle

- **Motion** to approve the Financial Disclosure Policy.

Moved: Kevin Smardz
Ayes: Walters, Moses, Pellicano, Dils
Nays: None
Carried

Seconded: Marcella Fugle

- **Motion** to approve the Recapture of Benefits Policy.

Moved: Matt Dils
Ayes: Walters, Smardz, Pellicano, Moses
Nays: None
Carried

Seconded: Marcella Fugle

- **Motion** to approve the Whistleblowers Policy.

Moved: Tom Moses
Ayes: Smardz, Pellicano, Fugle, Dils
Nays: None
Carried

Seconded: Steve Walters

- **Motion** to adopt the Audit Committee Charter.

Moved: Marcella Fugle
Ayes: Walters, Dils, Moses, Pellicano

Seconded: Kevin Smardz

Nays: None
Carried

- **Motion** to amend Article IV of the Town of Hamburg By Law (Committees) to create a Governance Committee and Audit Committee.

Moved: Marcella Fugle
Ayes: Walters, Smardz, Dils, Moses
Nays: None
Carried

Seconded: Paul Pellicano

- **Motion** to adopt the Governance Committee Charter.

Moved: Matt Dis
Ayes: Walters, Smardz, Moses, Pellicano
Nays: None
Carried

Seconded: Marcella Fugle

- **Motion** to re-adopt the Uniform Tax Exemption & Divation Policy.

Moved: Paul Pellicano
Ayes: Walters, Smardz, Dils, Fugle
Nays: None
Carried

Seconded: Tom Moses

- **Motion** to appoint Kevin Smardz, Norma Rusert-Kelly and Paul Pellicano to the HIDA Audit Committee.

Moved: Tom Moses
Ayes: Walters, Smardz, Pellicano, Fugle
Nays: None
Carried

Seconded: Matt Dils

- **Motion** to appoint Steve Walters, Marcella Fugle and Tom Moses to the Governance Committee.

Moved: Paul Pellicano
Ayes: Walters, Smardz, Fugle, Moses
Nays: None
Carried

Seconded: Matt Dils

- **Motion** to approve the Sublease between Camp 100 LLC and Windsong Radiology Group, PC.

Moved: Steve Walters
Ayes: Smardz, Fugle, Moses, Pellicano
Nays: None

Seconded: Matt Dils

Carried

- **Executive Director Bartlett** informed the Board that the first meeting with the web designer was held on March 19th 2008 to begin designing the site. The web designer will send a “needs list” to us.

- **PARIS**- Work is continuing in gathering information to complete the report due April 1, 2008. It is anticipated we will attempt to electronically submit the report on March 28, 2008.

- **Motion** to adjourn the meeting at 8:46 a.m.

Moved: Paul Pellicano

Seconded: Matt Dils

Ayes: Walters, Smardz, Moses, Fugle

Nays: None

Carried

Respectfully submitted,

Michael J. Bartlett
Executive Director