

LIVINGSTON COUNTY DEVELOPMENT

ECONOMIC • INDUSTRIAL • COMMUNITY

Approved by



MINUTES
LIVINGSTON COUNTY DEVELOPMENT CORPORATION
Friday, February 5, 2016

Livingston County Government Center, Room 205
Geneseo, NY

Members Attending: P. Brooks, R. Smith, G. Moore, P. Yendell, S. Boscoe, W. Bacon, E. Gott.

Staff Attending: E. Russell, Esq., J. Marshall, M. Wheeler and L. Wadsworth

Chairman Brooks welcomed members and guests and called the meeting to order at 9:50 AM.

APPROVAL OF MINUTES

A motion was made by Mr. Moore to approve the minutes of the January 8, 2016 meeting, seconded by Mr. Smith. All in favor. Carried.

TREASURER'S REPORT

Ms. Marshall reviewed the Treasurer's Report.

A motion was made by Mr. Yendell to accept the Treasurer's Report for the period ending January 31, 2016, seconded by Mr. Boscoe. All in favor. Carried.

REVOLVING LOAN FUND

Ms. Marshall reviewed the Loan Fund Aging Report.

A motion was made by Mr. Boscoe, seconded by Mr. Smith, to accept the Aging Report for the period ending January 31, 2016. All in favor. Carried.

NEW BUSINESS

NYMS Award Allocation

Ms. Wadsworth reports that the NYMS award for Caledonia and Livonia is a total award of \$500,000. All of the building owners that participated in the technical assistance grant have been asked to submit their award amount request and their bids. With 7 projects in Caledonia and 4 in Livonia, the money will still be spread fairly even between the two Villages. Ms. Wadsworth reports that this will make a total investment amount of \$883,455.00 in the downtowns.

A motion was made by Mr. Yendell to reallocate the NYMS Grant award of \$500,000 to 7 projects in Caledonia and 4 in Livonia, seconded by Mr. Gott. All in favor (Mr. Boscoe abstained). Carried.



Authorization to enter into agreement for architectural services (Avon NYMS-TA)

Ms. Marshall reports that the agency received Technical Assistance awards from the NYMS program for the villages of Avon and Leicester. Ms. Wheeler reports that instead of going the traditional route and choosing the lowest bidder, the agency set the budget for services based on the grant award requirements, and sent out a request for qualifications to seven architectural firms. This process was approved by the State. Three responses were received from Avon and two for Leicester. Ten buildings in Avon will receive architectural renderings and scope/estimates to move forward. Leicester will receive Design Guidelines, and 3-4 buildings will then receive architectural renderings and scope of work/estimates. The proposals received from In.Site:Architecture for both Avon and Leicester were recommended.

A motion was made by Mr. Gott to enter into agreement with In.Site:Architecture for architectural services for Avon NYMS-TA, seconded by Mr. Smith. All in favor. Carried.

Authorization to enter into agreement for architectural services (Leicester NYMS-TA)

A motion was made by Mr. Gott to enter into agreement with In.Site:Architecture for architectural services for Leicester NYMS-TA, seconded by Mr. Smith. All in favor. Carried.

A motion was made by Mr. Brooks to enter into executive session under the Public Officers Law; article 7 Open Meeting Law to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to appointment, employment, promotion, demotion discipline, suspension, dismissal or removal of a particular person or corporation, at 10:30 AM, seconded by Mr. Yendell, all in favor, carried.

A motion was made by Mr. Gott to reconvene the meeting at 11:45 PM, seconded by Mr. Moore. All in favor, carried.

REPORT OF EXECUTIVE SESSION

The Livingston County Development Corporation having met in executive session hereby reports as follows: the board took no action.

A motion was made by Mr. Gott to decline the request of a loan from the agency to Phoenix Enameling and Repair Company, LLC. Seconded by Mr. Yendell. All in favor. Carried.

ADJOURNMENT

With no further business to discuss, a motion was made by Mr. Gott, to adjourn the meeting at 12:00 PM, seconded by Mr. Moore. All in favor. Carried.

Respectfully submitted,

Julie A. Marshall

Julie A. Marshall
Executive Director

