

# **COUNTY OF CATTARAUGUS INDUSTRIAL DEVELOPMENT AGENCY**

## **BOARD MEETING MINUTES**

**Tuesday, December 10, 2019  
CCIDA Offices  
Ellicottville, New York  
11:15 a.m.**

**Roll Call:**    -Taken-

### **Members**

#### **Present:**

Mr. Thomas Buffamante - Chairman  
Mr. Joseph Higgins  
Mr. Brent Driscoll  
Mr. James Snyder  
Mr. Michael Wimer  
Mr. John Stahley

**Excused:**        (*Work related*)

Mr. Vergilio Giardini

#### **CCIDA Staff/Counsel:**

Mr. Corey R. Wiktor, Executive Director CCIDA

Mr. George Cregg, Jr. - Legal Counsel, Hodgson Russ  
Mr. Robert McLaughlin – Legal Counsel, Hodgson Russ

#### **Presenters/Guests:**

Mr. John Thomas – *The Villager, Newspaper*  
Mr. Rick Miller – *Olean Times Herald*

Mrs. Crystal Abers – *Director, Economic Development Planning & Tourism*

Chairman, Thomas Buffamante called the meeting to order at 11:15 a.m.

A roll call of the Board of Directors of the CCIDA was taken Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, and Mr. Wimer, and Mr. Stahley were present. Mr. Giardini was excused for business/work related meetings.

### **APPROVAL OF MINUTES:**

A **Motion** was made by Brent Driscoll with a second by Joseph Higgins to accept the October 22, 2019 CCIDA Board Meeting Minutes as submitted. **Motion Carried**

### **\*New Applications/Projects\***

#### **Yippity Skippity Realty, LLC:**

Mr. Wiktor stated that Yippity Skippity Realty, LLC has asked the County of Cattaraugus Industrial Development Agency (CCIDA) to consider their application for the purchase and complete renovation of two (2) buildings, located on N. Union Street in the City of Olean. The proposed buildings have been largely vacant and or underutilized for a number of years.

The buildings encompass two stories and equate to roughly 5,500 sq. ft. (+,-). The reconstruction of these two properties will continue to add to the redevelopment of N. Union Street in the City. Plans call for a “unique” retail store and 3-4 units of upper floor, market rate housing.

**-Total cost/investment of: \$350,000 (+,-).**

### **RESOLUTIONS:**

A **Motion** was made by Brent Driscoll, seconded by Joseph Higgins, **RESOLUTION DETERMINING THAT ACTION TO UNDERTAKE A PROJECT FOR THE BENEFIT OF YIPPITY SKIPPITY REALTY, LLC IS A “TYPE II ACTION” AND NO FURTHER ACTION IS REQUIRED UNDER SEQRA WITH REAPECT THERETO.** A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, Mr. Wimer, and Mr. Stahley voted yes. Mr. Giardini was excused for business/work related meetings. **Motion Carried**

A **Motion** was made by Brent Driscoll, seconded by Michael Wimer, **RESOLUTION (A) DETERMINING THAT THE PROPOSED YIPPITY SKIPPITY REALTY, LLC (THE “COMPANY”) PROJECT IS A COMMERCIAL PROJECT, AND (B) MAKING CERTAIN FINDINGS REQUIRED UNDER THE GENERAL MUNICIPAL LAW.** A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, Mr. Wimer and Mr. Stahley voted yes. Mr. Giardini was excused for business/work related meetings. **Motion Carried**

A **Motion** was made by Michael Wimer, seconded by Brent Driscoll, **RESOLUTION AUTHORIZING EXECUTION IN CONNECTION WITH A LEASE/LEASEBACK TRANSACTION FOR A PROJECT FOR YIPPITY SKIPPITY REALTY, LLC (THE “COMPANY”),** A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, Mr. Wimer and Mr. Stahley voted yes. Mr. Giardini was excused for business/work related meetings. **Motion Carried**



**\*Resolutions from Prior Applications/Projects that are in Process\***

**-Four Mile Brewing, LLC and Hellbender Developments, LLC.:**

A Public Hearing was held at the Olean City Hall on Monday, November 19, 2019 at Noon. For the official record, no one was in attended the public hearing. The minutes were included in the board packets for all Board Members review.

**RESOLUTIONS:**

A **Motion** was made by Brent Driscoll, seconded by Michael Wimer, **RESOLUTION DETERMINING THAT ACTION TO UNDERTAKE A PROJECT FOR THE BENEFIT OF FOUR MILE BREWING, LLC AND HELLBENDER DEVELOPMENT, LLC IS A "TYPE II ACTION" AND NO FURTHER ACTION IS REQUIRED UNDER SEQRA WITH RESPECT THERETO.** A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, Mr. Wimer and Mr. Stahley voted yes. Mr. Giardini was excused for business/work related meetings. **Motion Carried**

A **Motion** was made by Joseph Higgins, seconded by Brent Driscoll, **RESOLUTION AUTHORIZING EXECUTION OF DOCUMENTS IN CONNECTION WITH A LEASE/LEASEBACK TRANSACTION FOR A PROJECT FOR FOUR MILE BREWING, LLC AND HELLBENDER DEVELOPMENT, LLC (COLLECTIVELY, THE "COMPANY").** A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, Mr. Wimer and Mr. Stahley voted yes. Mr. Giardini was excused for business/work related meetings. **Motion Carried**

**-Olean Manor, Inc.:**

A Public Hearing was held at the Allegany Town Hall on Monday, November 18 2019 at 10:00 a.m. For the official record, no one attended the public hearing. The minutes were included in the board packets for all Board Members review.

**RESOLUTIONS:**

A **Motion** was made by Brent Driscoll, seconded by Michael Wimer, **RESOLUTION DETERMINING THAT ACTION TO UNDERTAKE A PROJECT FOR THE BENEFIT OF OLEAN MANOR, INC. WILL NOT HAVE A SIGNIFICANT EFFECT ON THE ENVIRONMENT.** A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, Mr. Wimer and Mr. Stahley voted yes. Mr. Giardini was excused for business/work related meetings. **Motion Carried**

A **Motion** was made by Brent Driscoll, seconded by Joseph Higgins, **RESOLUTION (A) DETERMINING THAT THE PROPOSED OLEAN MANOR, INC. (THE "COMPANY") PROJECT IS A COMMERCIAL PROJECT, AND (B) MAKING CERTAIN FINDINGS REQUIRED UNDER THE GENERAL MUNICIPAL LAW.** A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, Mr. Wimer and Mr. Stahley voted yes. Mr. Giardini was excused for business/work related meetings. **Motion Carried**



A **Motion** was made by Brent Driscoll, seconded by Joseph Higgins, **RESOLUTION AUTHORIZING EXECUTION OF DOCUMENTS IN CONNECTION WITH A LEASE/LEASEBACK TRANSACTION FOR A PROJECT FOR OLEAN MANOR, INC. (THE "COMPANY")**. A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, Mr. Wimer and Mr. Stahley voted yes. Mr. Giardini was excused for business/work related meetings. **Motion Carried**

### **-Six Smiths Properties LLC:**

Six Smiths is borrowing an additional \$30,000 from CCB. Six Smiths has a mortgage with the Western Regional Corporation in the original principal amount of \$150,000 and CCB is requiring as part of the terms of the loan commitment that the CCIDA/WRC mortgage be subordinated with the new \$30,000 CCB Loan. Mr. Buffamante stated that the Resolution should read that this \$30,000 loan should be with CCB instead of WRC.

### **RESOLUTION:**

A **Motion** was made by Brent Driscoll, seconded by Joseph Higgins, **RESOLUTION AUTHORIZING THE EXECUTION BY COUNTY OF CATTARAUGUS INDUSTRIAL DEVELOPMENT AGENCY OF A CERTAIN SUBORDINATION AGREEMENT IN CONNECTION WITH THE SIX SMITHS PROPERTIES LLC PROJECT**. A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, and Mr. Stahley voted yes. Mr. Wimer abstained. Mr. Giardini was excused for business/work related meetings. **Motion Carried**

### **\*Solar PILOT**

Mr. Wiktor discussed the Solar PILOT this is being proposed to the CCIDA Board. In June 2019 a moratorium was placed on accepting applications in regards to commercial solar projects involving the IDA and our PILOT. Mr. Wiktor has done extensive research to present to the CCIDA Board in regards to possible changes/revisions/updated PILOT terms to create a stand-alone "Commercial Solar PILOT" currently we stand at \$5,000.00 per mega watt of installed solar power. This number was established back in 2010 and this number has not been updated. Recently we have had several solar developers contact our office in regards to projects that are being contemplated in the near future and they are interested in our PILOT and the per mega watt charge. Mr. Wiktor stated that the highest mega watt charge that he has found is \$10,000 per megawatt, which is double our current policy and he also stated that he has found some at \$1,500 per megawatt. Most of the projects that are being considered in Cattaraugus County are up to 10 megawatts. Mr. Higgins stated that he thought the tiered policy that Corey had suggested looked like it would work well. Mr. Wiktor also agreed with Mr. Higgins and that any project over 20 megawatts and up should be considered on an individual basis.

Mr. Wiktor said that ninety five percent of the proposed solar installations that will be proposed in Cattaraugus County will be from 2.0 – 8.0 megawatts which is consistent to what we have received so far.

Mr. Snyder stated that the legislature has been discussing solar projects and what they should be assessed at after the PILOT is over. What the CCIDA and Cattaraugus County is trying to do is to come up with an amount that is beneficial to both parties and not too high that would chase projects away. What we are looking for is to get as much out of the developers as possible.

The real property tax office, Dan Martonis is estimating that Portville Solar as an example would be assessed at \$2.5 million per megawatt after the 15-year PILOT.

Corey also discussed the assessment for the three (3) solar project in Olean with BQ Energy, which took the assessment to court and won and it has been now reduced to approximately \$250,000 for each one. Another thing that was looked at was KV lines which we have one that was done by Holiday Valley and it is assessed at



\$100,000 which is minimal.

Mr. Wiktor said he would recommend increasing our per megawatt to \$15,000 from the current \$5,000 price. Our current megawatt price has not been looked at or changed in over ten years.

Mr. Wiktor would also like to recommend increasing the PILOT term to 25 years. This change will give the developers a set PILOT price for a 25-year period. Mr. Wiktor stated that if we begin to receive negative feedback when developers' applications are being submitted than we can take a look at those projects on an individual basis at a later date.

George Cregg Jr. stated that he would have his firm draw up a Policy to include the \$15,000 per megawatt price for general solar projects and will also include a reduced megawatt amount to be set at \$10,000 if the project is specified for the benefit of a single Company or multiple local customers (community based) that will benefit from the project. This Policy will have a 2% per year inflation clause and will also be extended for a 25-year period compared to our current 15-year PILOT. The Policy will include decommissioning language in regards to the project.

Mike Wimer made a motion, seconded by Brent Driscoll to have Hodgson/Russ LLC to prepare a draft PILOT Policy to cover all points that were discussed by the CCIDA Board and will have it ready for the February 6, 2020 Board Meeting for discussion and possible approval.

#### **\*Update: Southern Tier Angel Fund:**

-Over the past several months, we, in conjunction with a consortium of potential investors have begun researching and looking to create an "Angel Investor" fund between Chautauqua, Cattaraugus & Allegany Counties. There is a need within our Region for this type of funding/investing especially with new startup businesses. In June 2018, Richard initially presented to the IDA Board about this proposed fund.

The purpose for this presentation is to update the Board on its milestone completed year to date, and to see possible IDA investment in to this very much needed endeavor and fund. Handouts were included in the packets for additional information.

Mr. Wiktor advised the CCIDA Board that Chautauqua County, Allegany County and STEDO are looking like they will be joining the Angel Fund. At this time checks have been received from eleven (11) investors.

The last presentation done by Richard Zink it was asked what the fees would be annually? Richard Zink got back to Corey and he stated that the fees would run about \$40.00 per year.

This is not a loan fund or start up fund it is strictly an investment fund. The full investment would be \$25,000 however not all would be do at the same time. The initial investment would be between \$2,000 and \$3,000 and additional monies would be paid when new projects come in.

Mr. Wiktor is asking the CCIDA Board for their decision on whether to participate in this Angel Fund or if they would rather not participate. Mr. Wiktor did state that this would be run through one of the CCCRC accounts.

Mr. George Cregg, Jr. stated that he has other IDA's that are investing in these types of Angel Funds and doing so by presenting this fund as offering additional services to their clients. This fund would give us one more tool in our arsenal of products that we have to offer new businesses or businesses that are looking to expand.

This Angel Fund is something that we currently do not have available in our region and something that would be very beneficial to our County and the other Counties involved. Mr. Wiktor stated that Allegany County currently has the most investors and he does not believe that this would be a competition among the three (3) Counties.

Mr. Snyder stated that he did not have a good feeling in regards to investing in this type of fund. He said that there is money available from Private Investors in our County if someone really wants to go out and ask for it.

Mr. George Cregg, Jr. stated that the CCIDA Investment policy states that we are to invest conservatively and investing in the Angel Fund would not be considered as investing conservatively.

Mr. Wiktor stated that several other County IDA's have similar funds to assist projects with expansion and other business-related expenses.

Mr. Driscoll asked Corey to put together a summary for presentation to the CCIDA Board at the February 6, 2020 meeting. It was decided to table investing in this Angel Fund account until after Mr. Wiktor's presentation at the next meeting.

## **FINANCIAL REPORT:**

-There was no income for October or November 2019. We did however bill Portville Solar 1 – Borrego for \$91,409 that should be received as soon as the project is closed. The IDA also received \$5,000 of income from the shared services agreement with the CCCRC on December 2, 2019.

**A Motion** was made by Joe Snyder, seconded by Brent Driscoll to approve the Financial Reports for **October and November 2019** as prepared. A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, Mr. Wimer and Mr. Stahley voted yes. Mr. Giardini was excused for business/work related meetings.  
**Motion Carried**

-Mr. Wiktor next discussed the Certificate of Deposit updated listing as of 11-30-19 that was included in the Board Packets. Corey has the collateral backup statements if any board member would like to review them.

-Mr. Driscoll asked if Mr. Wiktor thought we should take a look at the current investments and he advised the CCIDA Board that last year several changes had been made to the investments and he feels comfortable with where the investments are at this time and currently the rates are on the decline so we should leave them where they are at this point. We will revisit the investments next quarter. We have made more income this year than the last two (2) years.

-Mr. Wiktor mentioned that we are currently working on three (3) closings which include Sunny Olean LLC, Portville Solar and West Valley Solar. We anticipate all of these projects to close by the end of the year or at the very latest the first quarter of 2020.

-Mr. Wiktor stated that he had hoped that all three (3) of these projects would close by year end however, West Valley Solar has had some wet lands issues and will need to get that issue taken care of before they will be able to close. Mr. Wiktor advised the CCIDA Board that we had 11 induced projects this year and already have several projects staged for next year.



## **\*Executive Directors Reports:**

### **-Internal (IDA Meetings/Discussions):**

- ✓ 2019 Year in Review for the CCIDA. This report was included in your packet. Mr. Wiktor discussed several of the accomplishments for 2019 such as updated and enhanced the PILOT for Adaptive Reuse Projects. The Snap Lease has provided a benefit that was not offered prior to small Manufacturing related projects such as House of Steel and Lumber Jakes in Ashford, NY. All these changes and enhancements have given the IDA additional benefits to offer incoming Projects. Mr. Wiktor also discussed that the IDA induced a total of 11 Projects last with the total amount of \$19,000,000. The main goal for the CCIDA is bring growth to Cattaraugus along with job growth, job retention and property tax base. Mr. Wiktor stated that he plans to update the Strategic Plan for 2020.
- ✓ Met with National Fuel Gas in regards to a possible project. More to come on this.
- ✓ Met with a local business owner in South Dayton in regards to his business needs and possible ways the IDA can assist him.
- ✓ Met with Joanne Campanga for Bank of America in regards to financing opportunities for Opportunity Zones (of which Olean is in one).
- ✓ Attended the WRC Board meeting at the ECIDA. At this meeting we did approve a loan for financing a project within Cattaraugus County. Good news!
- ✓ Met with a developer who is considering doing an Adaptive Reuse Project in Olean. More to follow should this proposed project proceed.
- ✓ Met with Tim Hughes from C& S Engineers.
- ✓ Attended the monthly CCBDC Board meetings relating to small business loans within Cattaraugus County.
- ✓ Met with members of Invenenergy relating to the proposed Alle-Catt wind farm. No action will be put forth by the Agency until directed to do so.
- ✓ Attended the monthly Olean Business Development Board meetings.
- ✓ Met with a local manufacturer who is considering a new build for their expanding business within the County. Looks promising. We have brought in ESD and the County as well. More to follow. Looking at a Summer 2020 construction.
- ✓ Met Lynn Marinelli, from Empire State Development in regards to various projects and topics in Cattaraugus County, to seek additional ways ESD can assist our economic development projects.
- ✓ Attended the monthly Cattaraugus County Economic Development Team Meetings.
- ✓ Met with Richard Schechter and toured a building in Olean that will soon be coming on the market. We have already reached out to several businesses who may have an interest in acquiring the property.

- ✓ Had a lunch with Greg Sehr to discuss area and local economic development projects.
- ✓ Had 2 meetings with Solar Companies who are looking to develop commercial solar projects within Cattaraugus County.
- ✓ Continued meetings and discussion with IBN & ESD regarding a proposed large project, "*Project Block*". We are actively working on this and getting all requested information to the proposed project developer on a few sites within Cattaraugus County.
- ✓ Met with a local real estate developer and business owner who is considering possible project in the Olean area. They are currently looking at a few Brownfield sites. More to come in December.
- ✓ Have a meeting set up for December 13<sup>th</sup> with Larry Sorokes with Intandem. We will be reviewing ways that the CCCRC can assist on the issuance of tax-exempt bonds, should they have a future need or use.
- ✓ Have a meeting set up with West Long from Good Times of Olean on December 12<sup>th</sup>.
- ✓ Met with a local (small) manufacturer regarding a possible expansion project. More to come on this. Would fall under our SNAP Lease program which is available to assist small manufacturers within the County.
- ✓ Working as a liaison/partner with the City of Salamanca IDA on a project with Dan Smith from Norton-Smith Hardwoods. The IDA has offered its help and services to help issue a PILOT for the business.
- ✓ Met with a local commercial relator who now covers Cattaraugus County. Reviewed various sites and IDA incentives and how they may apply to the properties.
- ✓ Discussed PILOT's and how they work with several school business managers of how the IDA's PILOT's work and are established when projects are set.
- ✓ Met with Todd Cecil from TerraPact regarding some possible new initiatives with the IDA's owned railroad and its right-away. More discussion to come.
- ✓ Met with Ginger Schroder regarding the Alle-Catt proposed wind farm.
- ✓ Met with a local tourism destination project who is considering a fairly large investment to their facility. More details to follow, possible early 2020 application.
- ✓ Attended hearings proceedings relating to the proposed Alle-Catt wind farm.
- ✓ Attended the NYSEDC Board of Director's meeting on October 29<sup>th</sup>.
- ✓ I have a meeting set up with the plant managers at Bimbo and Eaton in mid-December to review ways the IDA can assist their capital improvements.
- ✓ Attending Holiday Party at Ellicott Development on December 18<sup>th</sup>.
- ✓ Attended the Monthly Invest Buffalo Niagara Board meeting.
- ✓ Mr. Wiktor discussed working with Holiday Valley and HoliMont Inc. to try and get business owners to open up offices or warehouses here in Cattaraugus County. We are targeting owners that have seasonal



homes here or that come down for recreation. We are planning an event on January 7<sup>th</sup> at the Banq, the new banquet facility owned by Dina (former M&T Bank Building). This will be a cross boarder event in cooperation with the Can-Am Council and the CCIDA will be spearheading this event in conjunction with Canadian Friendship Weekend, when there will be number of Canadians in Ellicottville.

**-External (Points of Interest relating to the CCIDA):**

- ✓ Erie County set to consent to refugee resettlement on Tuesday December 3<sup>rd</sup>. Since 2008, Erie County has welcomed more than 14,000 refugee settlements to Erie County. I have a meeting set up with Erie County Executive Mark Poloncarz to get better in-depth information and contacts on how we can play a role in welcoming refugee settlements here in the County.
- ✓ WNY Industrial Real Estate Development Taskforce: I am working on a Real Estate Task force in conjunction with Invest Buffalo Niagara. We have really put a lot of work on identifying and listing the available properties, locations, infrastructure and benefits tied to available properties within the County. This should be wrapped up in early 2020. Will present to the Board when finished.
- ✓ Olean Times Herald Article: “*Unemployment inches up in area, state.*” Area and state unemployment rates inched up slightly in October, according to the state Department of labor. In Cattaraugus County, the unemployment rates were 4.4%, up from 4.2% in September. The rates in October 2018 was 4.2%. Note, rates were over 8% back in 2012!
- ✓ Ski Magazine Article: “*Readers’ Top-Ranked Ski Reports in the East 2020*” Holiday Valley ranked 10<sup>th</sup> in the East. Congratulations to Holiday Valley for this amazing ranking!
- ✓ Camoin Associates Article: “*Outdoor Recreation Tourism – The Motor Driving Rural Economies of the Future?*” From a consumer standpoint, travelers are embracing experiences that are based in and highlight local features and cultures, and the tourism market is evolving to incorporate these experiences into aspects of more traditional traveling.
- ✓ Camoin Associates Article: “*Featured Indicator: Venture Capital Investment*” Venture Capital investments provide equity investments for the purposes of new growth, transforming innovation into economic growth.
- ✓ Rockefeller Institute of Government: “*Introducing New York’s Rural Economies*”. A very interesting article and breakdown of New York’s rural communities and the economies.
- ✓ Camoin Associates Article: “*Creative Spaces Support Economic Development*”. A review of the importance of creating spaces/incubator space within your community to attract small sized based companies, i.e. non-traditional space.
- ✓ City Journal: “*Trading Up*” Pennsylvania’s Williamson College of the Trades provides a path to good jobs for kids not pursuing traditional four-year degrees. Again, the importance and need for skill-based trades (needs).
- ✓ NY Post: “*State regulators admit there’s a gas shortage amid utility fight*” New York’s top energy utility regulators admitted there is a gas shortage, even as they slammed National Grid for imposing a moratorium and denying hook-ups to new customers because of supply problems.

- ✓ The New Localism: “*Opportunity Zone: Lessons and Questions.*” Eighteen months have passed since the Opportunity Zone incentive created a renewed focus on investing in America’s economically distressed neighborhoods. Through this work, in close collaboration with Accelerator for America, they have traveled to over 50 communities across the U S to understand and help implement pieces of this new way to invest in American communities.
- ✓ Camoin Associates: “*Measure Your Economy: Establishments by Type, Size and Activity.*” Small business employment is a mainstay of the Nation’s Economy.
- ✓ Upstartny: “*The partners of Loaded Lumber are investing in themselves while spreading the creativity.*” Buffalo Collective is a small business with the intent of hosting DIY painting parties, the popular crafting activity for all ages which finds participants creating a work of art to take home.
- ✓ Buffalo Niagara Partnership: “*New York now has the nation’s second worst business tax climate*”. NY State in 2019-2020 legislative session took steps to improve the state’s tax climate by passing a permanent 2% property tax cap and holding local governments and school districts to reasonable spending, there is still much work to be done to ease the state’s heavy tax burden.
- ✓ Billings Sheet Metal Inc. is celebrating their 30<sup>th</sup> Anniversary in November 2019.
- ✓ Billings Sheet Metal Inc. Monthly Market Bulletin – November 2019.
- ✓ 2020 CCIDA Board of Directors Meeting Schedule: Please note that March 2020 meeting date has been changed to a week later than originally proposed.

### **Executive Session:**

**A Motion** was made by Joseph Higgins seconded by Brent Driscoll to go into Executive Session to discuss a matter of personnel. - **Motion Carried**

**A Motion** was made by Joseph Higgins seconded by Brent Driscoll to return from Executive Session. - **Motion Carried**

**A Motion** was made by Thomas Buffamante seconded by Joseph Higgins to increase the Executive Directors salary from \$100,000 by 2% to \$102,000 per year effective January 1, 2020. A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, and Mr. Stahley, and Mr. Wimer voted yes. Mr. Giardini was excused for business/work related meetings. **Motion Carried**

### **Adjournment:**

**A Motion** was made by Joseph Higgins seconded by James Snyder to adjourn the meeting at 1:30 p.m. All in Favor – **Motion Carried.**

**\* Next CCIDA Board of Directors Meeting: Thursday, February 6<sup>th</sup> at 10:00 a.m.  
at the CCIDA Offices in Ellicottville, New York.**