

WHEATFIELD LOCAL DEVELOPMENT CORPORATION

Approved Minutes
March 11, 2020 7:00 pm
Wheatfield Community Center

Call to order time: 7:00 pm

Attendance listing: Richard Muscatello, Bill Wagner, Don MacSwan, Vic Montalbo, Bob Cliffe, Larry Helwig, Rick Torcasio, with Attorney Roberta O'Toole, Consultant Chuck Bell

1. Approval of minutes of the June 25, 2019 meeting:

Motion by Muscatello, 2nd by MacSwan

Approved: 7 yea, 0 nay

2. Treasurer's Report by Vic Montalbo:

a. Presently at \$7,667.21

b. Checks cut since last meeting: \$616.69 for Commercial Insurance, and \$527.00 for D&O insurance.

Motion to Approve: Helwig, 2nd by Torcasio

Approved: 7 / 0

c. Debit Card payments made: \$186.05 for Go-Daddy website and domain.

Motion to Approve: Cliffe, 2nd by Torcasio

Approved: 7 / 0

d. Payments to Atty O'Toole for legal services: \$3,420.00, and payments to Steaks of Buffalo, \$250,000.00, paid from grant from New York State:

Motion to Approve: Wagner, 2nd by Montalbo

Approved: 7 / 0

e. Bill in motion from H. Sicherman for consultant services for Steaks of Buffalo: \$8,297.00:

Motion to Approve when approved by OCR by Wagner, 2nd by Montalbo

Approved: 7 / 0

f. Vic noted that the checkbook records were at Lumsden McCormick for doing the annual audit and annual 990 IRS form for \$2,400.00

- g. Vic then recommended that we may wish to start using QuickBooks or some similar on-line service to handle our books.

Motion by Helwig, 2nd by Wagner, to purchase monthly subscription of QuickBooks On-Line for current rate: Approved: 7 / 0

- 3. Attorney O'toole presented a possible Request for Proposal for consultant services which would start with Barge Brewing. Similar to the RFP for Steaks of Buffalo, with these changes:

- a. Responses to be submitted by April 10, 2020
- b. Includes a provision for added consultant services for a three year period
- c. Will add the actual address on Niagara Road for Barge Brewing

Motion by Wagner, 2nd by Torcasio, to Approve this RFP for distribution Approved: 7 / 0

- 4. Rick Torcasio is suggesting that he come to a future meeting with one or more versions of our LDC website. This would come free of charges except minimal charges for any expenses.

Motion by Wagner, 2nd by Montalbo to approve, with future review by Board Approved: 6 / 0 / 1 Abs

- 5. Chairman Wagner noted that Bob Cliffe had been selected to be a Member of the Niagara County IDA Board of Directors.

- a. Brought up question of possible conflict. Cliffe noted that he had spoken with Attorney O'toole, Chairman Wagner and IDA Attorney Gabrielle; none felt that there was a conflict. Cliffe himself felt that, being the Secretary could possibly lead to future questions and therefore will not seek the Secretary position at the annual re-organization meeting.

- 6. Chairman Wagner recommended that we seek at least one new member, and recommended a specific person who is a bank manager. However, she is not a Wheatfield resident. After brief discussion, Wagner will discuss possibilities with this person and bring back to the Board.

7. Chairman Wagner then presented the Annual Report for OCR and the Website, giving a few highlights. Noted that this will be uploaded to PARIS and our website.

Motion by Wagner, 2nd by Muscatello, to approve the report

Approved: 7 / 0

OLD BUSINESS: none

NEW BUSINESS:

- a. Chairman Wagner noted that April 28th will likely be the annual meeting.
- b. Consultant Bell discussed that Barge Brewing had been approved by OCR and by the Town of Wheatfield Board. At this point, similar to the grant for Steaks of Buffalo.

Motion by Wagner, 2nd by Montalbo, to authorize Chairman to sign an agreement with The Town to accept this grant and move it along.

Approved: 7 / 0

Motion to Adjourn by Wagner, 2nd by Helwig

Approved: 7 / 0

ADJOURN: 8:05 pm

Approved: Jan 17, 2023

Respectfully submitted

Robert B. Cliffe – Secretary