



Niagara Orleans Regional Land Improvement Corporation (NORLIC)

Meeting Minutes – October 25, 2024

A meeting of the Niagara Orleans Regional Land Improvement Corporation was held at 9 a.m. on October 25, 2024 at Samuel M. Ferraro Center For Economic Development, Sanborn, New York.

You Tube Livestream: <http://www.niagaraorleanslandbank.com/boardmeetings.html>

- 1-2. Welcome Remarks/Roll: The meeting was called to order at 9:01 a.m. by Chairman Updegrove.

Board of Directors:

Richard Updegrove – Chairman
Christopher Voccio – Vice Chairman
Michael Casale – Board Member
Rob DePaolo – Board Member
Kevin Forma – Board Member
Lynn Johnson – Board Member (Absent)
Heather Peck – Board Member (Absent)

Officers:

Andrea Klyczek – Executive Director
Amy Schifferli – Treasurer (Absent)

Staff:

Katherine Alexander – Attorney (Absent)
Matthew Chavez - Project Manager
Jacquiline Minicucci – Recording Secretary
Jack Welch – Orleans County (Absent)

3. Approval of Minutes:
A motion to approve minutes from the September 27, 2024 NORLIC meeting as submitted by Jacqueline Minicucci was made by Mr. DePaolo, seconded by Mr. Casale. Ayes 5, Noes 0. Carried.
4. Financial Report: Mrs. Minicucci reviewed expenses and provided the board with current financial and grant statements. No concerns noted.

Action Items:

5. Public Authorities Reporting Information System (PARIS) Budget:
Mrs. Minicucci reviewed the budget that was prepared in accordance with the Public Authorities Reporting Information System requirements for the years 2023-2028. No concerns were noted. A motion to approve the submission of the PARIS Budget as required by the New York State Comptroller was made by Chairman Updegrove and seconded by Mr. Voccio. Ayes 5, Noes 0. Carried.

6. AUDIT RFP:
Mrs. Minicucci provided the board with a summary and bid submissions for the 2024-2028 financial audit services. The board discussed that all firms were qualified to provide services required and chose the lowest bidder, EFPR Group CPA's PLLC. A motion to award the audit services contract to EFPR Group CPA's, PLLC was made by Mr. Forma and seconded by Mr. Voccio. Ayes 5, Noes 0. Carried.

7. 78 Bridge Street, North Tonawanda Demolition RFP:
Mr. Chavez provided the board with a summary and overview of the bids that were submitted for demolition. The board discussed the broad range of bid amounts and the requirements for air monitoring and debris removal. A motion to award the demolition contract to Regional Environmental Demolition in Niagara County was made by Chairman Updegrave and seconded by Mr. Casale. Ayes 5, Noes 0. Carried

8. Kanthal Global Developer:
Ms. Klyczek informed the board that transfer of the tax lien to Rollin Hellner has not proceeded and there has been a lack of response on behalf of the purchaser. She requested that the board authorize NORLIC's attorney to issue a "time is of the essence letter" with a deadline to comply. The board was in agreement and requested Ms. Alexander proceed with issuing the document.

Project Manager Update: M. Chavez

- 1.) Reclaiming Vacant Properties Conference: Mr. Chavez stated that NORLIC had the opportunity to present to conference attendees noting that the session was well attended and information provided by both himself and Ms. Schifferli was well received.
- 2.) 2010 Main Street, Niagara Falls: An architectural preservation plan is being created for SHPO (State Historic Preservation Office) review and approval. After approval, and environmental review, stabilization work can proceed to secure the building and protect it from the elements.
- 3.) HCR Grant Funding: Mr. Chavez stated that NORLIC intends to submit applications for another round of funding to continue with property stabilizations as well assistance with administrative expenses.
- 4.) Niagara University Partnership: Mr. Chavez stated that NORLIC is continuing to meet regularly with it's partners at Niagara University regarding their student housing plans that include Main Street revitalization.

Attorney Business: No Report

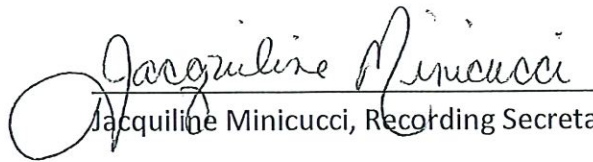
Other Business: No Report

New Business: No report.

Adjournment:

A motion to adjourn the meeting at 10:04 a.m. was made by Mr. Voccio, seconded by Mr. Forma. Ayes 5, Noes 0. Carried.

Respectfully Submitted,


Jacquiline Minicucci, Recording Secretary

