



## Niagara Orleans Regional Land Improvement Corporation (NORLIC)

### Meeting Minutes – December 1, 2023

A meeting of the Niagara Orleans Regional Land Improvement Corporation was held at 9 a.m. on December 1, 2023 at the Samuel M. Ferraro Center for Economic Development Center, 6311 Inducon Corporate Drive, Sanborn, NY 14132.

- 1-2. Welcome Remarks/Roll: The meeting was called to order at 9:10 a.m. by Vice-Chairman Voccio.

#### **Board of Director Attendance:**

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

#### **Officer Attendance:**

Andrea Klyczek – Executive Director  
Amy Schifferli – Treasurer

#### **Staff Attendance:**

Katherine Alexander – Attorney (Via Webex)  
Matthew Chavez - Project Manager  
Jacquiline Minicucci – Recording Secretary

3. Approval of Minutes:

A motion to approve minutes from the October 27, 2023 NORLIC meeting as submitted by Jacquiline Minicucci was made by Mr. Casale, seconded by Mr. DePaolo. Ayes 5, Noes 0. Carried.

Chairman Updegrove joined the meeting @ 9:17 a.m.

4. Financial Report: Mrs. Minicucci reviewed expenses and provided the board with current financial statements. Effective in January of 2024, all HCR Grant expenses will be applied to the unrestricted account in an effort to keep ARPA funding separate from grant activities. No concerns noted.

#### **Action Items:**

5. 5222 Junction Road - Ms. Klyczek stated that NORLIC had accepted the tax lien at a prior board meeting and is now requesting transfer of the tax lien to Northern Farms. The development plan includes the construction of a greenhouse, warehouse, and power generation facility. The board was provided with a copy of the development enforcement mortgage and project plan. The developer has been approved by the Niagara County

Industrial Development agency for an incentive and are entering into the Brownfield Cleanup Program. A motion to approve the transfer of the tax lien to Northern Farms was made by Mr. Updegrave and seconded by Mr. Voccio. Ayes 6, Noes 0. Carried

6. 3425 Hyde Park Blvd (Kanthal Global) – Ms. Klyczek stated that after the Brownfield Development Programs Webinar, a potential developer expressed interest in the former Kanthal Global site. The property has an estimated value of \$625,000 without taking into account the amount of environmental cleanup needed, which is extensive. The property is owned by Niagara County and the proposal is to transfer the tax lien to NORLIC by resolution at the January Legislature meeting. Rollin Hellner, Developer was present to discuss the project. Mr. Hellner stated that his real estate development & property management company specializes in taking large industrial buildings and repurposing them. The level of investment is driven per project but the goal with every property is to stabilize and make the properties marketable. He is proposing to utilize both bank and private funding to purchase the site for \$50,000, cover legal fees, and invest in stabilization, improving facility infrastructure, and landscaping. The property will be maintained throughout the process. The project timeline is approximately two years and a development enforcement mortgage will be in place.
  
7. Environmental Services Contract Award – Ms. Schifferli stated that at a prior board meeting five environmental service consultant firms were reviewed and approved to provide compliance services for upcoming projects. A request for quotes was issued for nine properties and board members were provided with a summary of the bid proposal responses. Ms. Schifferli and Mr. Chavez reviewed the proposals noting that all bids met the requirements. The lowest bidder was Core Environmental which also has a history of working with HCR grants. The board had no concerns. A motion to approve the lowest bid was made by Mr. Updegrave and seconded by Mr. DePaolo. Ayes 6, Noes 0. Carried.

#### Commercial Property Update:

- a.) Lewiston Heights (SBL 119.00-1-52) – Ms. Klyczek stated that Ms. Alexander has been actively working with the seller's attorney and a purchase agreement has been drafted subject to an environmental review and zoning amendment. Once complete, an RFP will be issued to hire a firm to pursue the zoning change.
  
- b.) Junkyards – Ms. Klyczek stated that GAR Associates is in the process of providing NORLIC with a property assessment. A developer has inquired about one of the parcels with a plan for self-storage units. He also has expressed interest in the remaining parcels and Ms. Klyczek informed him that the board would require a more comprehensive development plan be submitted for approval.

Ms. Schifferli stated that the Town of Niagara has made an inquiry regarding the status of tax delinquent properties on Pennsylvania Avenue. The town has been presented with a redevelopment proposal for adjacent properties with a shared a right-of-way. The developer is interested in the purchase of two of the parcels to expand his site

plan. Ms. Klyczek informed the board that proposals will be presented to the board for review.

**Project Manager Update:**

- a.) Construction Management RFP – Mr. Chavez informed the board that an RFP was issued to hire a construction management firm to oversee seven stabilization projects. Bids are due January 4, 2024.
- b.) 3032 Birch Avenue – NORLIC has received a request by the Town of Niagara and Niagara County to assist in a demolition on the property utilizing HCR grant funding.
- c.) 530 18<sup>th</sup> Street, Niagara Falls – Mr. Chavez provided the board with pictures of the completed renovation and stated that the property will be listed for sale as a single-family dwelling.
- d.) 78 Bridge Street, North Tonawanda – Mr. Chavez informed the board that the City of North Tonawanda has requested NORLIC assist in the demolition of the former Niagara County fire training facility buildings remaining on site. The demolition would assist in the redevelopment of Tonawanda Island which is a priority for the municipality. The property has environmental concerns but would not be a factor in the demolition due to minimal ground disturbance. Ms. Alexander is working closely with the attorneys involved and the estimated cost would be \$30,000 utilizing HCR grant funding.

Mr. DePaolo provided the board with an update on the property formerly known as Rainbow Sports in North Tonawanda. Mr. DePaolo stated that a developer has purchased the property and it is no longer a demolition project for NORLIC.

**Attorney Business:** No report.

**Other Business:**

- a.) 2024 Meeting Schedule – The board was provided with a copy of the 2024 Board Meeting Schedule. Ms. Minicucci will send calendar invites for board members.

**Executive Session:**

The Board entered into Executive Session at 10:00 am for personnel matters. The board discussed hiring Ms. Minicucci as a part-time employee effective April 8, 2024 with a salary of \$25,000 per year and a salary increase for Matthew Chavez, Project Manager to \$66,659. A motion for approval was made by Mr. DePaolo and seconded by Mr. Casale. Ayes 6, Noes 0. Carried.

**Adjournment:**

A motion to adjourn the Executive Session and General Meeting at 10:17 a.m. was made by Mr. Updegrove, seconded by Mr. DePaolo. Ayes 6, Noes 0. Carried.

Respectfully Submitted,

  
Jacqueline Minicucci, Recording Secretary

