



Niagara Orleans Regional Land Improvement Corporation (NORLIC)

Meeting Minutes – February 26, 2021

A meeting of the Niagara Orleans Regional Land Improvement Corporation was held at 9 a.m. on February 26, 2021 at the Samuel M. Ferraro Center for Economic Development, 6311 Inducon Corporate Drive, Sanborn, NY.

Board of Directors:

Richard Updegrove – Chairman
Brian Smith – Vice Chairman
Kyle Andrews – Board Member (via conference)
Michael Casale – Board Member
Rob DePaolo – Board Member
Lynne M. Johnson- Board Member (via conference)

Absent:

City of Niagara Falls (Position Vacant)

Officers:

Andrea Klyczek – Executive Director
Amy Fisk – Treasurer
Jacquiline Minicucci – Recording Secretary

Others in Attendance:

Tom Burgasser – Attorney (via conference)
John Ottaviano – Attorney

- 1-2. **Welcome Remarks/Roll:** The meeting was called to order at 9:03 a.m. Ms. Klyczek informed the board that the City of Niagara Falls is in the process of appointing a new board representative to replace Tom DeSantis.
3. **Approval of Minutes:**
 - A motion to approve the minutes from the October 23, 2020 NORLIC meeting as submitted by Jacquiline Minicucci was made by Mr. Casale, seconded by Mr. DePaolo. Ayes 6, Noes 0. Motion Passed.

Action Items:

4. **2020 Audit** - David Gabel, Auditor with EFPR Group presented the findings of the recent audit conducted by his firm for the year ending December 31, 2020. Mr. Gabel reviewed the NORLIC Financial Statements and Management Letter both dated January 28, 2021. Mr. Gabel stated there were no issues or deficiencies. A motion to accept the 2020 audit as written was made by Mr. Smith, seconded by Mr. Updegrove. Ayes 6, Noes 0. Motion Passed.
5. **Designation of Directors:**
 - 1.) Chairman of Membership/Chairman of the Board of Directors – R. Updegrove; Nominated by Mr. Casale, seconded by Mr. DePaolo. Unanimous. Carried

- b. 929 Ferry Avenue, Niagara Falls – Renovation in progress. Ms. Klyczek informed the board that Belmont Housing is overseeing the general contractor and inspecting all work performed. Roof, doors, windows, chimney repair, glass block, drywall, HVAC have all been completed. Bathroom updates and electrical are scheduled. Exterior painting and porch repair is delayed till weather permits.
- c. 171 Niagara Street, Lockport – Roof replacement has been completed.

11. **Treasurer's Report** – Ms. Fisk reviewed the expense report, checking account and grant fund balance.

Attorney Business: – J. Ottaviano

- a.) 162 Vandervoort, North Tonawanda – Closing scheduled for Wednesday, March 3, 2021.
- b.) 544 E. State St., Albion – Interested party has not responded. Ms. Klyczek will reach out. If no response, Mr. Updegrave recommended marketing the property for sale.
- c.) FMC Property Transfer – Mr. Ottaviano stated that all the documents have been signed and forward to attorneys representing FMC.
- d.) DEC Agreement – All signatures have been obtained and document forwarded to DEC for review and approval. Ms. Fisk will follow up.

Other Business: None

Adjournment:

A motion to adjourn the meeting at 9:43 a.m. was made by Mr. Updegrave, seconded by Mr. Smith. Ayes 6, Noes 0. Motion Passed.


Jacqueline Minicucci, Recording Secretary