



Niagara County Brownfield Development Corporation

MEETING MINUTES

Niagara County Brownfield Development Corporation
6311 Inducon Corporate Drive Ste. #1, Sanborn NY 14132
Wednesday, July 31, 2024

Members Present: Michael Casale (Secretary), Robert Restaino (Chairman), Richard Updegrove (Vice Chairman)

Members Absent: None

Others Present: R. Thomas Burgasser, Amy Schifferli, Margit Denning, Scott Hapeman (via Webex)

- 1.0 The meeting was called to order at 1:01 p.m. by Chairman Restaino.
- 2.0 Roll was called. Board members present were Chairman Robert Restaino, Vice Chairman Richard Updegrove, and Secretary Michael Casale.
- 3.0 Introduction – Margit Denning, New Recording Secretary
- 4.0 The minutes of the March 11, 2024 Board of Directors Meeting was motioned for approval by Mr. Updegrove and seconded by Mr. Casale. Unanimous. Carried.

ACTION ITEMS

- 5.0 **Resignation of Treasurer**– Appreciation was expressed by the Board for the service of Treasurer, Jackie Minicucci upon her resignation and retirement.
- 6.0 **Appointment of New Treasurer, Margit Denning** - A motion for approval was made by Mr. Updegrove and seconded by Mr. Casale. Unanimous. Carried.
- 7.0 **Review and adoption of the 2025 budget for PARIS** – The board reviewed and discussed the 2025 budget that was presented by Ms. Schifferli. The fiscal year runs from October 1st to September 30th and submission to PARIS is due August 1, 2024. Ms. Schifferli explained the current expenses and revenue, and the projections for 2025. She explained that the PARIS budget does not take into account loan principal repayments which is available to the NCBDC. An additional \$3.5 million in EPA grants will be available October 1st. Since projects typically take multiple years to complete, the expenses and revenue are spread out over 2025-2028. A motion for approval was made by Mr. Updegrove and seconded by Mr. Casale. Unanimous. Carried.

NEW BUSINESS

- 9.0 **Project Updates** – Ms. Schifferli gave updates on ongoing projects. At 2020 River Road in Wheatfield, she is meeting with the Army Corp. of Engineers and the DEC to discuss wetland

issues. Prior to creating a cleanup plan, the wetland issues need to be resolved. At 624 River Road in North Tonawanda, cleanup is complete and redevelopment is underway. Additional contamination was found at Jrs. Truck Stop that the DEC is requiring be addressed. A request for additional funds will be sent to the Board in the next few months

ATTORNEY BUSINESS – None

10.0 Next Meeting – TBA

11.0 Motion to adjourn the meeting at 1:20 p.m. was made by Mr. Casale and seconded by Mr. Updegrove. Unanimous. Carried.

Respectfully submitted,


Margit Denning, Recording Secretary