

DRAFT

A regular meeting of the Local Development Corporation (LDC) was held on Tuesday, May 26, 2009 at the Village Hall, 60 East Main Street.

MEMBERS PRESENT:	President	John Holden
	Vice President	Bryan Powers
	Secretary/Treasurer	Steve Van Dyke
	Director	Thomas Walker
	Director	Jack Marren
	Attorney	Reid Holter
	Executive Director	Kathy Rayburn
	Minutes Clerk	Suzanne Paquin

MEMBER ABSENT: Timothy Brown, Business Outreach Specialist

OTHERS PRESENT: Frank Vallone, Susan Stehling, Chris Casey, and Jan Bublik

Meeting was called to order by President John Holden at 8:19am.

Salute to the flag.

Resolution #18-09LDC

Acceptance of Minutes

On a motion made by Bryan Powers, seconded by Steve Van Dyke, the following resolution was ADOPTED 5 AYES 0 NAYS

Resolved, that the Local Development Corp (LDC) accepts the minutes from the meeting dated April 28, 2009.

Financial Report

Payment of Bills

Steve Van Dyke read each of the invoices to be paid from Abstract #5. The unpaid invoices on vouchers #58-67 totaled \$8,284.28. Mr. Van Dyke noted an additional invoice to be added to the abstract from Rapid Printing in the amount of \$135.00. The new total will be \$8,419.28 to be paid from the General Fund.

Mr. Powers asked if the payment to Mossien Associates for \$3,697.50 was the total amount of the invoice. Mr. Holden stated that it was not the total amount of the invoice, but the remaining balance of the funds from the 2008 train festival ticket sales. Mr. Marren noted that \$1,000 of the funds was used previously for grant research.

Ms. Rayburn noted that the fund will be depleted with this payment. The total amount of the invoice from Mossien Associates is \$5,112.50. The remaining balance of the invoice is to be paid by the Village Revitalization Task Force.

Ms. Rayburn noted that the letter Mr. Holden requested from the Friends of the Railroad (FORR), stating that the plans for the station building are specific to the site adjacent to the Village Hall, was received from Joel Richter.

Resolution #19-09LDC

Payment of Bills

On a motion made by Jack Marren, seconded by Thomas Walker, the following resolution was ADOPTED 5 AYES 0 NAYS

Resolved, that the Local Development Corporation has reviewed and approved invoices for payment that appear on Abstract #5, using vouchers #58-65, 67 & 68 in the amount of \$8,419.28.

Ms. Rayburn noted that she has been working with Ed Flynn, Stu Brown Associates, on the administration of the New York Main Street (NYMS) Grant. The Board had approved contracting with Stu Brown Associates at the February 24, 2009 meeting. Payment would come out of the Nozzolio Grant Fund. One installment has been paid to Stu Brown Associates in the amount of \$2,500.00, this would be the second. Ms. Rayburn noted that the contract has a not to exceed amount of \$20,000.

Resolution #20-09LDC

Payment of Invoice – Nozzolio Grant Fund

On a motion made by Thomas Walker, seconded by Jack Marren, the following resolution was ADOPTED 5 AYES 0 NAYS

Resolved, that the Local Development Corporation approves the invoice to Stu Brown Associates Inc, for administrative work on the NYMS Grant, that appears on Abstract #5, using voucher #66, in the amount of \$2,545.00 to be paid out of the Nozzolio Grant Fund.

Privilege of the Floor

Sycamore Hill Designs – Frank Vallone

Ms. Rayburn stated that she had asked Mr. Vallone to attend the meeting to introduce himself to the Board and to discuss his business and expansion plans. Mr. Vallone has applied for the LDC Revolving Loan fund.

Mr. Vallone stated that he has been a resident of Victor since 1988; he has degrees in physics & applied physics, and has spent 20 years in defense and telecommunications.

Firearms are his second career. Mr. Vallone started Sycamore Hill Designs in 2001. In 2005 they started exclusively making firearm gunstocks. Mr. Vallone noted that they have grown. His expansion project totals \$170,000. He is currently working with Ontario County, Five Star Bank and the LDC on loans for capital equipment, facilities improvement, and working capital for personnel. He has three full time employees and would like to add three more. They are located in the Village off of School Street behind Victor Child Care.

Mr. Holden stated that he would like to come and view his business.

Chris Casey, Mead Square Pharmacy – Farmers’ Market

Mr. Casey noted that he was here due to parking issues at Mead Square in conjunction with the Farmers’ Market. Mr. Casey is requesting that the Farmers’ Market be moved. Mr. Casey is representing himself as owner of Mead Square Pharmacy, his patients, as owner of the Mead Square professional building, his tenants and their patients.

Mr. Casey stated that he took a sample count of the number of cars that each of the businesses use for their employees. The Pharmacy had seven cars; the Dentist had seven cars; the Chiropractor had two cars; the Doctors office had five cars; the dumpster took one spot; and the Mead Square car took one spot, for a total of twenty-three (23) parking spots used by employees only. Mr. Casey used a power point presentation to show pictures of the parking area during the Farmers’ Market. The pictures showed all the spots taken.

Mr. Casey noted changes that have taken place over the last year or two: all four of the businesses within his building have grown; more patients; elimination of egress and overflow parking at 33 School Street; and growth of the Farmers’ Market. The market has helped exposure in the past.

Mr. Casey stated that there has been an increase in the number of complaints, from the elderly & after work customers, due to the lack of parking and the potential hazard of car & pedestrian accidents.

Mr. Casey stated that he is leaving a packet for the Board from his tenants of complaints and concerns.

Mr. Casey questioned whether the Farmers’ Market supports the LDC Mission. The LDC Mission: to stimulate economic activities that encourage small business investment by 1) increasing employment opportunities, 2) retain jobs, 3) attract new businesses, 4) encourage existing businesses to expand and increase the tax base. Mr. Casey feels that the Farmers’ Market does not necessarily fall into any of those categories.

Mr. Casey asked the Board “not to let the Farmers’ Market growth choke the growth and success of businesses that you previously recruited and that we have worked hard to build and grow.” Mr. Casey stated that the LDC should work on finding a solution to 33 School Street. Mr. Casey suggested that a professional office building might be another need for the Village. The grocery store concept is not working.

Yan Bublik, Mead Square Smiles – Farmers’ Market

Mr. Bublik stated that he has three issues with the Farmers’ Market: The times are often extended, it seems to start earlier and end later than the stated 3-7pm; the market should have bathroom facilities for the public. He had to shut down his office for two hours, to clean up, due to an incident involving the use of his restroom by an outside customer, not a patient; half of his patients have been late for appointments due to lack of parking.

Mr. Casey noted that there have been discussions of blocking off a section of Adams Street and moving the market there. He stated that originally there were four points of access to the market; currently there are three due to the entrance of 33 School Street being closed. If part of Adams Street were to be closed the access would be reduced to only two points. Mr. Casey stated that the market needs to be moved and it needs to be done this season. Mr. Casey thanked the Board for their time.

Mr. Holden stated that the problem will be resolved.

Mr. Holden noted that the success of the businesses at Mead Square along with the Farmers’ Market, have created the parking issue. Mr. Holden noted that a parking lot survey & study was done by the Village. He noted that the easiest solution would be to move the market, but where? Mr. Holden would like to keep the market in the center of the Village. He suggested possibly the Village Hall parking lot.

Ms. Rayburn noted that electricity was not available in the Village Hall parking lot. She noted that other locations have been researched. One location was the Fireman’s Field. The fee would be \$200 for the season, but no restroom facilities would be available. The cost to rent port-a-johns for the season would be \$500. The other location was 160 School Street, Bernardo’s parking area. No electricity is available, but the owner of the plaza looked into having it installed and the cost quoted was \$1,400.

Mr. Holden stated that the need for restroom facilities is a major concern. Renting portable facilities should be looked into. Mr. Holden suggested that he and Ms. Rayburn, along with another Board member get together and find a solution.

Mr. Van Dyke asked if it might be possible to use the lot at 33 School Street. Ms. Rayburn noted that she has a call into the property owner for that request, but it would only be a short term fix.

Mr. Walker suggested having the Village Hall employees track the parking, for the Village lot, in the afternoons.

Mr. Holden would like to find a solution within a couple weeks.

How many vendors require power? Ms. Rayburn stated that there were approximately five vendors that need electricity.

It was decided that Ms. Rayburn, Mr. Holden, Mr. Marren, Mr. Powers, and John Turner, Director of Public Works, would get together to discuss the possible locations for the market, parking, electricity, and to find a solution.

Executive Director Report

Activity Report

Victor Job Fair – Ms. Rayburn stated that there were 320 applicants and 30 employers at the Job Fair on April 28, 2009. 136 surveys were received back from employers and applicants and all were pleased with the event and the location.

Victor Business Awards (VBA) – Ms. Rayburn noted that there were 16 award recipients and 108 people in attendance at the VBA luncheon on May 7, 2009. The attendance was down from last year. Mike Fowler, Hometown Publishing/Victor Herald, donated the photography for the event. Ms. Rayburn stated that the net amount to host the event was only \$111.70. She stated that she would review the levels of sponsorship for next year and possibly provide more incentive for sponsorship.

Farmers' Market – There were 15 vendors on the opening day of the market on May 20, 2009. Tracy Morgan, Farmers' Market Manager, will attend the next LDC meeting to give a report on the programs that will be offered this year. Ms. Morgan has secured three sponsors for the market. The sponsors are: Home Energy Systems, The Legacy, and Hometown Publishing/Victor Herald. Ms. Rayburn noted that the LDC will purchase a new EZ-up tent.

Brochure Exchange – Ms. Rayburn attended a brochure exchange with Mitch Donovan, Victor Chamber of Commerce (VCC), in Waterloo NY on May 20, 2009. Ms. Rayburn distributed over 1,000 Victor Retail brochures to other chambers, tourism agencies, hotels, B&B's, and businesses. The cost of attending was divided between the LDC and the VCC.

Banners – Ms. Rayburn stated that she has received \$935 in donations for the new artwork banners in the Village and the Town. She would like to split the income between the Town & the Village. The Village & the Town each paid for their group of banners. Mr. Holden & Mr. Marren suggested placing the money in the LDC fund

balance. Create an account for banners and use it for future replacement and/or hardware.

LDC Training – Ms. Rayburn stated that Tom Walker, Steve Van Dyke, and she participated in the webinar, for required LDC Training, on May 8, 2009. Ms. Rayburn noted that there is a large amount of paperwork & reporting required. There will be more training in the fall and Ms. Rayburn will notify the Board when the dates are set.

End Activity Report

Mr. Powers asked how Café 54 was doing. Ms. Rayburn noted that the food is very good; the owner is looking to have “sit down” customers only, no counter orders. The Arts Council is looking to use the back room space, the appliances have been removed, for meetings and art shows.

Ms. Rayburn stated that she has met the new owners of Lucca Pizza, 90 West Main Street, and she feels that they will do well.

Mr. Van Dyke asked how Main Street News was doing. Ms. Rayburn noted that she has given the owner suggestions regarding how to let people know that he is open.

Ms. Rayburn noted that 2 West Main Street is close to being sold.

Ms. Rayburn stated that she is working on trying to locate a deli & meat market at 23 East Main Street, former location of Hopper Hills Florist, but the owner is not sure if the site is large enough.

Mr. Holden noted that the property owner of 33 School Street has filed all of his paperwork with the building department and Ontario County. Ms. Rayburn stated that the property owner has noted that he is close to signing a tenant. Discussion followed regarding the grocery store requirement and the size of the proposed building.

President Report

Mr. Holden noted that there will be a workshop hosted by Stu Brown/Labela Associates regarding funding availability through the Upstate Blueprint Fund. There is \$120 Million available annually for projects that help attract business, improve commerce and revitalize downtown districts. Mr. Holden wondered if 33 School Street would fit the criteria for these funds. Ms. Rayburn noted that Stu Brown’s office felt that these funds would be possible to obtain.

Mr. Holden stated that he would like to go into Executive Session to discuss a possible real estate transaction and a personnel issue.

Executive Session

On a motion made by Thomas Walker, seconded by Steve Van Dyke, the following resolution was ADOPTED 5 AYES 0 NAYS

Resolved, that the Local Development Corp will enter into executive session to discuss a possible real estate transaction and a personnel issue; Kathy Rayburn, Reid Holter, Attorney, will remain. No business will be conducted after.

Suzy Paquin exited the meeting at 9:30am

On motion of Bryan Powers, seconded by Thomas Walker, the following resolution was ADOPTED 5 AYES 0 NAYS

Resolved, that the Local Development Corp will exit out of executive session.

Adjournment

Meeting was adjourned on motion at 10:00am.

Suzanne Paquin, Minutes Clerk