

A regular meeting of the Victor Local Development Corporation (LDC) was held on Tuesday, September 22, 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

OTHERS PRESENT: Sue Stehling

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

Salute to the flag.

Resolution #31-09LDC

Acceptance of Minutes

On a motion made by Thomas Walker, seconded by Jack Marren, the following resolution was ADOPTED 4 AYES 0 NAYS 1 ABSTAINED – Bryan Powers

Resolved, that the Local Development Corp (LDC) accepts the minutes from the meeting dated August 17, 2009.

Financial Report

Payment of Bills

Steve Van Dyke read each of the invoices to be paid from Abstract #9. The unpaid invoices on vouchers #101-114 totaled \$3,929.19.

Resolution #32-09LDC

Payment of Bills

On a motion made by Bryan Powers, seconded by Jack Marren, 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 #9, using vouchers #101-113 in the amount of \$2,179.19.

Resolution #33-09LDC

Payment of Invoice – Nozzolio Grant Fund

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 approves the invoice to Stu Brown Associates Inc, for administrative work on the NYMS Grant, that appears on Abstract #9, using voucher #114, in the amount of \$1,750.00 to be paid out of the Nozzolio Grant Fund.

Mr. Holden noted that the Sycamore Hill Loan Application discussion would be moved to President's Report.

Public Comment

Mr. Holden asked Sue Stehling if the LDC Board had seen the Railroad Brochure that had been presented to the Village Board on Monday, September 21, 2009.

Ms. Rayburn passed around copies of the brochure. The brochure was designed by Steele Design, Rawson Road, and was printed by Rapid Printing. Ms. Stehling stated that the brochure was part of the Town of Victor's Strategic Plan; Task Force #8, Village Revitalization. Ms. Stehling noted that at one time there were 32 railroad structures in Victor and today 25 are still around and are being repurposed.

Executive Director Report

Activity Report

Kathy Rayburn went over the highlights of her activity report. This report was sent to the Board prior to the meeting.

Wine & Food Fest – Will be on November 13th at Ravenwood Golf Club. Tickets are available now. Twenty food/wine vendors have signed up for the event. Ms. Rayburn is working with Hoffend's Discount Liquor & Southern Wine to try and match up the wineries that are participating at the event with their wines that are carried at Hoffend's. This would enable Hoffend's to possibly offer coupons. Music will be provided by Lyric Academy of Music. This year part of the proceeds will go to the Victor Farmington Food Cupboard. Currently there are two sponsors for the event, LeChase Construction and Kanda Properties (Owners of 10 East Main Street). Auction donation letters have been mailed and responses are starting to come in. Each Board member is responsible for selling at least ten (10) tickets. Ms. Rayburn noted that she is experimenting with Facebook with regards to the event.

New York Main Street (NYMS) Grant Program – Ms. Rayburn noted that included in her activity report was an updated list of projects that are currently being worked on. The LDC received their first disbursement check from NYS for 10 East Main Street. The final paperwork has been submitted for the project at 1 East Main Street.

Status of other projects:

- 72 West Main Street, Dryer House – Bids have been submitted and the project is pending approval from NYS.
- 5 West Main Street – Waiting for one more bid.
- 37 East Main Street – Project is slated for spring 2010.
- 2 West Main Street, Moore Building – No action until closing takes place on the building. Next Step Publishing is planning on purchasing the building.

Bryan Powers asked what type of work was being proposed for the above list of projects.

Ms. Rayburn stated that the project for 72 West Main Street is all exterior work mostly involving the front porch and upper railing. At 5 West Main Street - originally the paint was to be stripped off, but the paint has damaged the stone so there will be some re-pointing work done. At 37 East Main Street – exterior work; will continue molding along front and some brick work.

Mr. Walker asked if before and after photos were being taken. Ms. Rayburn stated that photos were requested as part of the NYMS Application process.

Mr. Holden noted that Ms. Rayburn should display the before & after photos of these projects at the Wine & Food Fest in November.

Mr. Holden suggested that certificates of appreciation should be sent out to the property owners thanking them for their improvement efforts.

Businesses

Taste of Italy – Italian Deli at 23 East Main Street is now open. Stop in and meet the owner, Dominic Calabrese. They will carry Italian deli meats and cheeses, fresh breads and pastries, and some staple grocery items. They are open early with fresh brewed coffee and are serving lunch also. Please help spread the word and let's support this business.

Pottery Painters – They are going out of business. The owner is a full time teacher and her partner left the business last year. The employee that had been running the business passed away recently. Ms. Rayburn has contacted two other similar businesses and one is interested in opening up a 2nd location on that site. The timing is critical as the lease is up at the end of the month.

Applied Measurement – Sam Messer is relocating his business to Fairport. The LDC had discussed other Victor locations with Mr. Messer, and he did some searching on his own without success. The current building will be available for lease and will be posted on the LDC website.

Underground Café – They have been open now for over a month. They serve coffee, breakfast and lunches.

End Activity Report

Public Authority Training – Ms. Rayburn noted that Jack Marren and Bryan Powers have signed up for the training on September 25th at the Rochester Airport. Mr. Holden is looking into a webinar hosted through Harris Beach Attorneys at Law.

Audit – One requirement by the Public Authorities Board is that the LDC receives a formal audit. Outside auditors have been contacted and the cost will be approximately \$2,500. This amount has not been budgeted. The audit is to be completed annually.

501 (C) 3 Application – The LDC has applied for a change in filing status with the IRS. Bristol Consulting firm was hired to compile the paperwork for this. Last week the IRS sent back a letter asking for additional information which is being compiled by the LDC and Bristol Consulting. The response is due by October 2nd.

Ms. Rayburn noted that there were two articles in the Daily Messenger, one about the LDC's request for Scarecrows to decorate Main Street and one about the Arts Council Photo Contest winners.

President Report

Sycamore Hill Design Loan – Mr. Holden noted that the LDC Board had discussed the Sycamore Hill Design loan application, in the amount of \$25,000, at the last meeting on August 17, 2009. The question that arose was the guarantee of the loan. The guarantee was a personal one as opposed to the original guarantee of a piece of equipment.

Mr. Holden noted that Mr. Marren has inquired with Ontario County on how they deal with loans that have personal guarantees. Mr. Marren stated that the County uses life insurance policies as an alternative.

Mr. Holter reviewed the main points of the loan discussion, from the meeting of August 17, 2009, for Mr. Powers & Mr. Walker who had been absent.

The LDC Board agreed not to loan money to Sycamore Hill Design at this time. If in the future the business should purchase an additional CNC Machine or other piece of equipment that would serve as collateral, the LDC Board will consider a loan at that time.

Mr. Holden stated that a letter would be drafted and sent to Frank Vallone, owner of Sycamore Hill Designs, stating the LDC's position on the loan.

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

Executive Session

On a motion made by Jack Marren, 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; Kathy Rayburn, Reid Holter, Attorney, will remain. No business will be conducted after.

Suzy Paquin exited the meeting at 9:03am.

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 10:04am.

Suzanne Paquin, Minutes Clerk