

**A regular meeting of the Victor Local Development Corporation (VLDC) was held on Tuesday, June 27, 2017 at the Town Hall, 85 East Main Street.**

**MEMBERS PRESENT:**

|                    |                |
|--------------------|----------------|
| President          | Glenn Cooke    |
| Vice President     | Bryan Powers   |
| Treasurer          | Rebecca Melton |
| Secretary          | Diane Camelio  |
| Director           | Bob Senn       |
| Director           | Carol Commisso |
| Executive Director | Kathy Rayburn  |
| Minutes Clerk      | Sue George     |

**MEMBERS ABSENT:** Director Mike Guinan

**OTHERS PRESENT:** Victor Town Supervisor Jack Marren and Victor Chamber of Commerce President Mitch Donovan

Meeting was called to order by President Glenn Cooke at 6:00pm.

Salute to the flag.

**(Within this report Victor Local Development Corporation will be referred to as VLDC)**

**Privilege of the Floor**

As Supervisor Marren passed out his agenda and handouts, he thanked the Board for what they do on behalf of the Town and Village and economic development. He mentioned Kathy Rayburn asked him to update the Board on Town projects.

His agenda consisted of discussing the following:

**1. Town Sewer System**

- a. This is a significant project and a few different options are being discussed. Many entities are involved. There is a question of who the Town will need to execute agreements with for easements.

**2. Town Transportation Challenges**

- a. In 2013, a traffic task force was formed and there were initiatives identified as opportunities. Some of those opportunities are being implemented, and others have not been.
- b. Recently the Route 96 Study corridor took a bus tour of the Route 96 corridor and there was also a walking tour of the Village conducted. Everyone agrees there needs to be improvements regarding the traffic in Victor and Jack feels that some can be accomplished with minor modifications.

- c. The Supervisor also showed an aerial site plan of the Fishers Ridge project and how that will impact the Route 96 corridor.

**3. Fire Protection**

- a. The Village and Town Boards held a joint public hearing regarding consolidation of the Victor and Fishers Fire Departments. Both fire departments and the Board of Commissioners have been in discussions on this topic.
- b. This merger would create a taxing jurisdiction, similar to how Fishers Fire department is currently operating. This would result in paid firemen, as there is a lack of volunteer firemen during the daytime hours.
- c. There may be another public hearing, but the Village and the Town have to take some action on whether to pursue or not.

**4. Victor/Farmington Volunteer Ambulance**

- a. They currently have career volunteer staff, receiving less than \$25,000.00 in municipal support from Victor and Farmington. There have been significant changes impacting their abilities. Those changes are mainly being driven by the Affordable Care Act, but also due to changes in Medicare, Medicaid, insurance premiums and an aging population. An average cost for a basic life transport is \$800.00, and the above mentioned insurances do not cover that total expense.
- b. They modeled 3 communities such as, Brighton, Gates, and Henrietta. Although Victor's population is lower, their service area is the largest. They need \$750,000.00 to be able to put a 2<sup>nd</sup> unit out in our community to be able to better serve.
- c. Supervisor Marren and Councilman Condon will meet with Farmington Supervisor Ingalsbe and one of his board members to discuss further. They will then meet with the Board of Directors of the Victor-Farmington Ambulance. There is a Victor-Farmington Ambulance presentation on the Towns website for the public to view.

*Jack thanked the Board for their time as well for what they do and the Board thanked Jack. Supervisor Marren exited the meeting.*

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**Resolution #28-17LDC**

**Acceptance of Minutes**

On a motion made by Bryan Powers, seconded by Rebecca Melton, the following resolution was ADOPTED 6 AYES 0 NAYS

**Resolved**, that the Victor Local Development Corporation accepts the minutes from the meeting dated May 23, 2017

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## **Financial Report**

### **Payment of Bills – Abstract #6**

The Board reviewed the invoices to be paid from the Victor Local Development Corporation/Victor Merchants Group Balance sheets. The unpaid invoices totaled \$7128.06.

### **Resolution #29-17LDC**

#### **Payment of Bills - LDC**

On a motion made by Bob Senn seconded by Carol Commisso, the following resolution was ADOPTED 6 AYES 0 NAYS

**Resolved**, that the Victor Local Development Corporation has reviewed and approved invoices for payment that appear on the balance sheet totaling \$7058.18.

### **Resolution #30-17LDC**

#### **Payment of Bills – Victor Merchants Group**

On a motion made by Carol Commisso, seconded by Bryan Powers, the following resolution was ADOPTED 6 AYES 0 NAYS

**Resolved**, that the Victor Local Development Corporation has reviewed and approved invoices for payment that appear on the balance sheet totaling \$69.88. Invoices are to be paid out of the Victor Merchants Group account.

*Note: Resolution #29-17LDC and #30-17LDC were included in the Balance Sheet totaling \$ 7128.06*

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### **Merchants Initiative Discussion**

Attorney Reid Holter provided direction at the May board meeting for a drafted letter pertaining to the Victor Merchants Group (VMG) gifting to the VLDC their remaining inventory and funds. Tim Maher attended the meeting, representing the (VMG) and agreed with this direction.

Kathy drafted the letter which was then forwarded to Tim Maher and Jack Dianetti. The letter was to be placed on VMG letterhead and signed by one or both of them, however, there has not been a response. Two weeks ago, we did obtain most of the inventory which is now being stored in the basement of the Town Hall and will be used for future events. We have still not received the Laptop computer, the approximately \$1100.00 in event proceeds and the 243.19 in petty cash.

Kathy mentioned a brief discussion with Jack Dianetti, who said he would meet with the "Board" and respond. As of meeting time, nothing has happened. Jack Dianetti did leave Kathy a voicemail advising Tim Maher would be at this meeting.

Mitch Donovan, Victor Chamber President, and Kathy recently sent a letter and survey to business owners/merchants. She has received positive feedback and there is a meeting, Tuesday July 11<sup>th</sup>, to move forward with merchant initiatives.

Kathy mentioned that among the business owners who have reached out to her, two of them are on the 'VMG Board'. One asked her what was going on, and if there were going to be any events. The other thanked her for reaching out to them and filling them in. At this point, she feels they are at a standstill moving forward.

Kathy feels the VLDC should keep moving forward with the steps they have talked about, but the inventory needs to be resolved. The petty cash is reflected on our books. Kathy is asking the Board for approval to reach out to Attorney Holter and get his advice on moving forward.

The Board unanimously agreed to have Kathy reach out to Attorney Reid Holter. Kathy will send an email out to the Board and let them know what he says.

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### **Executive Director Report** **June 2017**

There was no written report this month but Kathy did send out a memo with a few items that she wanted to discuss with the Board, which is below:

*Hello,*

*Great discussion at last night's meeting! We ended before I had a chance to cover a few important items with the board which is the reason for the memo.*

***County Loan Fund*** – *As you know we have one active loan under this fund in the amount of \$30,000 to Grease Lightning. In order for us to receive additional funding we will need to loan out the remaining \$20,000 to another Town business. The loan committee met with an applicant a few months back and the loan did not move forward due to lack of information and questions from the committee. I would ask the loan committee (**Rebecca, Mike & Glenn**) to reach out to him again as he is still interested in pursuing funds.*

***Insurance*** – *at the May meeting we discussed the need for general liability to cover the events that will now be under our umbrella. The current policy that we have with*

*Nationwide will expire in November and only covers slips and falls at our office location. Nationwide will not cover any "alcohol" related events. I received a quote from the National Trust which we are a member and they cover many "main Street" initiatives for events. I found the quote very reasonable \$500 and an additional Volunteer accident coverage for \$300. I will present this to the board for approval at the July meeting.*

**Mobile App** – *The app went live on June 12<sup>th</sup> and you can download it now in the App store for IOS and Android 1<sup>st</sup> week of July. Remember it will be constantly evolving and we have some tweaks that are being made now (better definition between business listings for example). As you know this will be a revenue stream for the VLDC and to be successful we need to keep signing up businesses. I am accomplishing this through email blasts, in-person visits and will have some new marketing material to send this week. It would be helpful if the **Communications committee** would assist in pushing this out to businesses – Rebecca, Diane & Bob. I think we can cover much more ground as a team – Diane indicated meeting before the regular VLDC meetings would work. Next one is 7/18 – one of you please email the rest to coordinate and I will attend to provide input and a status of where we are with sign-ups.*

**Grants** – *the VLDC is applying for an Anchor Grant to support the renovation of the cobblestone building in the Village at 2 East Main Street. The applicant has submitted the necessary documents to the grant writer and I am working on gathering letters of support – one of which will be sent to Glenn on behalf of the VLDC.*

**Merchants Initiative** – *per the direction of the board I have placed a call to attorney Reid Holter for advisement on pursuing the outstanding funds and inventory (laptop). I also left a message for Jack Dianetti this morning to inform him that no one attended the meeting from the VMG. No word yet. I will copy the board in on any response from Reid.*

*Since the Board meets just once a month Sue and I have much to cover with you and there may be times that we need to go beyond one hour. If the committees are able to meet in between board meetings this will help by accomplishing some of the necessary tasks/discussion. I truly appreciate your support and feel we are making much progress and to continue the momentum Sue and I will need your continued participation in projects.*

*Thank you,  
Kathy*

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## **Committee Action Review**

Kathy wanted to review the three current committees and add the new members, Bob and Carol, to them.

Finance/Business Loans- Rebecca, Mike and Glenn will remain

Grants/Property- Kathy also thought Carol would be a great fit for this committee and she agreed. Mike, Bryan and Carol represent this committee.

Communications/Community Relations- Kathy would like this committee to help with promoting the Mobile App. Kathy thought Bob would be a great fit for this committee and he agreed to it. Bob, Rebecca and Diane will continue to be on this committee.

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### **Public Comment**

Mitch Donovan, Victor Chamber of Commerce President, is very interested in the VLDC Board and the Chamber of Commerce Board working collaboratively together on Economic Development and business at both the Town and Village level. He feels both the Chamber and VLDC Board should have more participation and be more actively involved in projects related to economic development. It also helps to keep lines of communication open by the Chamber attending VLDC meetings and vice versa.

He also attended the meeting for an update on the merchant initiative so he would be able to report back to his board. Mitch has been involved with the Merchant transition and is also here to support Kathy in her discussions.

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### **President's Report**

Glenn mentioned that he was also on the same bus tour Supervisor Marren talked about pertaining to the Route 96 study.

Also, Glenn is a Chairperson for Boughton Park. They are currently having engineer studies conducted to make sure they are compliant regarding two dams at the park that are over 100 years old. For safety reasons, they want to make sure nothing further needs to be done with them structurally.

He wanted to remind everyone the next VLDC meeting is a week earlier than normal in July.

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### **Adjournment**

Meeting was adjourned on motion at 7:24pm

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Sue George, Minutes Clerk