N.F.C. DEVELOPMENT CORP.
Minutes of Meeting
Monday, September 14, 2015
City Hall Council Chambers
Niagara Falls, New York

Present: Council Member Grandinetti
Council Member Touma
Council Member Walker
Mr. Ralph Aversa
Ms. Clara Dunn
Ms. Jacqueline Henwood
Ms. Janet Markarian
Ms. Doreen O’Connor
Mr. Paul Parise
Mr. Chris Robins
Mr. Frank Roma
Ms. Anne Sawicki
Ms. Lee Whittaker

Absent: Mayor Paul Dyster
Council Member Anderson
Council Member Choolokian
Mr. Joseph Casale
Mr. Michael Hooper
Ms. Lucy Muto

Staff
Present: Richard Zucco
Thomas DeSantis
Anthony Vilardo
Tom Tedesco

Others
Present: Aaron Besecker, Buffalo News
Dave Scipione

The meeting was called to order by Acting Chairman Grandinetti at 4:05 p.m. A quorum was present.
Agenda Item #3  Approval of Minutes of Meeting held July 27, 2015
   Mr. Aversa made a motion to approve the minutes of the meeting held July 27, 2015, second was made by Ms. Sawicki.  **Unanimously approved.**

Agenda Item #4  Vote to Approve $10,000 Micro Enterprise Grant to Scipione Catering, LLC (Scipione Deli)
   Mr. Tedesco reported that the loan application for Scipione Catering went before the NFC Loan Committee.  This business has been on Pine for 47 years and he is now renovating the interior and installing a new kitchen to be a deli/restaurant.  The cost for renovation is approximately $170,000 and will create one new full time and one new part time job.  Mr. Scipione was available for questions.
   Ms. Whittaker asked if Mr. Scipione had received a loan or grant from NFC prior to this request.  Mr. Scipione stated he has never received assistance from NFC.
   Mr. Aversa commended Mr. Vilardo on the excellent work put into this application.
   Mr. Roma made a motion to Approve the $10,000 Micro Enterprise Grant for Scipione Catering, LLC, second was made by Ms. Sawicki.  **Unanimously approved.**

Agenda Item#5  Vote to Approve Revisions to Microenterprise Grant Guidelines
   Mr. Vilardo reported that the guidelines needed to be tightened up.  We don’t want companies coming back repeatedly looking for the same $10,000 grant.  If they want to expand or purchase new equipment, they can come back for a loan.  Also, all costs incurred on a project must be after the date of the application.  Mr. Zucco reported that the costs incurred after the date of application tracks the regulations of Community Development Block Grant funds, which used to fund NFC loans.  We will now follow that requirement.  The maximum amount of grant to be received under this program is $10,000.
   Mr. Parise made a motion to Approve the Revisions to the Microenterprise Grant Guidelines, second was made by Mr. Roma.  **Unanimously approved.**

Agenda Item #6  Vote to Approve NFC Revisions to NFC Loan Guidelines
   Mr. Vilardo briefly reviewed the revisions to the loan guidelines.  The agreement was made more specific.  Ms. Sawicki questioned the monitoring of these grants/loans.  Mr. Vilardo reported that they will be on board to do monitoring in January
   Mr. Robins made a motion to Approve the NFC Revisions to the NFC Loan Guidelines, second was made by Mr. Roma.  **Unanimously approved.**

Agenda Item #7  Vote to Approve NFC Special Assistance Program
   Mr. Vilardo reported that there is a need for projects that are transformative, i.e. microbrewery, tech start up, medical company, etc.  Mr. Zucco suggested the use of the Empire State Development Corp. guidelines, as we will be working with them on these types of projects.  This program will address the need for additional funding to get a project “over the hump” when needed.  It may be in the form of a grant or loan, depending on the needs.  These projects will create jobs and have a positive economic impact that would not fit into the Micro Enterprise Grant Program or one of the other NFC Loan Programs that are available.
Mr. Zucco commented that we had a similar program for downtown tourism before all the guidelines were revised and adopted. This is a catchall, assuming this would be a larger project, wanting NYS Empire Development to review it and to bring their expertise. There are currently no projects in the pipeline, we want this program in place in case a project was to come forward.

Mr. Parise made a motion to Approve the NFC Special Assistance Program, second was made by Council Member Touma. **Unanimously approved.**

**Agenda Item #8  Old Business**

Mr. Aversa questioned the status of the Subway project. Mr. Zucco reported that the loan was closed and one draw has been paid out in the amount of $15,000. He received a letter from Subway stating they would allow used equipment as long as it is purchased from another Subway location. This equipment is in storage and the language in our contract is “equipment delivered and installed” so when that is complete, we will be able to pay for a portion of this equipment. Acting Chairman Grandinetti expressed concern that nothing is happening on this project and asked if there is anything in the contract that addresses the need to take action. Mr. Zucco reported timeframe conditions by when the project is completed and all funds disbursed.

**Agenda Item #9  New Business**

None

**Agenda Item #10  Adjournment**

There being no further business, the meeting was adjourned at 4:35 p.m.