



Niagara County Brownfield Development Corporation

MEETING MINUTES

Niagara County Brownfield Development Corporation

6311 Inducon Corporate Drive Ste. #1 Sanborn NY 14132

Wednesday, March 4, 2026, 1:00 p.m.

Members Present: Andrea Klyczek (Secretary), Robert Restaino (Chairman) via Webex, Richard Updegrave (Vice Chairman)

Members Absent: None

Others Present: Amy Schifferli, Margit Denning, Scott Hapeman, Brian Smith, Matthew Long, Russell Kyte, David Pawlik

- 1.0 The meeting was called to order at 1:00pm by Chairman Restaino.
- 2.0 Roll was called. Board members present were Chairman Restaino, Secretary Andrea Klyczek, and Vice Chairman Updegrave.
- 3.0 The minutes of the December 18, 2025 Board of Directors Meeting, Audit Committee Meeting, and Membership Meeting were motioned for approval by Mr. Updegrave and seconded by Ms. Klyczek.

ACTION ITEMS

- 4.0 Presentation on Proposed Project at Portion of 445 Tremont Street, North Tonawanda – Brian Smith of People Inc., Architect Matthew Long, and Contractors Russell Kyte, and David Pawlik, were present to discuss the project. Mr. Smith explained the project will be in the vacant 5-story bed tower of DeGraff Hospital. It will consist of 70 units of affordable senior housing. There will be 6,000 square feet on the first floor dedicated for People Inc. employee training and other services provided by the agency. Asbestos abatement and interior demolition is needed. Local approvals have been received from the Niagara County Planning Board and the City of North Tonawanda Planning and Zoning Boards. An application to HCR will be submitted for the State housing tax credits that will be required to do the project. Notification of HCR acceptance is expected in the Spring of 2027 allowing construction to begin in late 2027 and project completion in 2029. Mr. Updegrave inquired about the HCR tax credits and funding for the project. Mr. Smith explained the tax credits are substantial and necessary for the project to move forward. Ms. Schifferli added that a \$500,000 subgrant is being requested. Mr. Smith explained People Inc. will not take ownership of the property until funding is in place. Attorney Scott Hapeman stated the grant is contingent upon People Inc. obtaining title of the property. The grant funds can be approved today and set aside until the title and funding and is obtained. A grant agreement can then be executed and funds distributed as costs are incurred. Ms. Schifferli added a Phase I assessment must be completed within 180 days prior to taking title. The site plan was presented by Mr. Long. The total project cost is \$30 million. Mr. Restaino inquired about the financial review. Ms. Schifferli explained the financial review was positive since People Inc.

is an established organization. They have done similar projects in the past in other parts of WNY. The \$500,000 investment will result in a \$30 million return.

5.0 Resolution NCBDC-032026-01 - Authorization for a \$500,000 Subgrant from the BCRLF to People Inc. for Remediation at a Portion of 445 Tremont Street in the City of North Tonawanda A vote for approval was conducted. Approved 3-0.

6.0 Project Updates – A. Schifferli

6.1. Jr's. Truck Stop, Niagara Falls - Ms. Schifferli informed the Board that site work is complete. A letter from the DEC has been received closing out the spill and acknowledging remediation is done on the property. The final disbursement was submitted to the City of Niagara Falls.

6.2. 2020 River Road, Wheatfield - Ms. Schifferli explained the DEC approved the wetlands delineation. The project cannot move forward until approval from the Army Corps of Engineers is received. Once the wetlands have been approved, the Town can move forward with clean up planning. Community outreach is planned for April.

6.3. 235 River Road, North Tonawanda - Ms. Schifferli stated the \$2.8 million loan was closed on February 18th.

7.0 EPA is currently accepting applications for up to \$800,000 in supplemental RLF funding. Application are due March 16th.

8.0 Attorney Business - None

9.0 The next meeting date is to be determined. A budget meeting is needed in July.

10.0 A motion to adjourn the meeting at 1:18pm was made by Mr. Updegrave and seconded by Ms. Klyczek.

Respectfully submitted,



Margit Denning, Recording Secretary