

**NIAGARA POWER COALITION
MEETING MINUTES**

Tuesday, February 1, 2011 – Following HCSC Meeting
Niagara County Department of Economic Development
6311 Inducon Corporate Drive, Suite One
Sanborn, New York 14132

1.0 Call to Order

Chairman Ross called the meeting to order at 1:13 p.m.

2.0 Roll Call

Ms. Melloni performed roll call:

Representatives Present:

Don Rappold, Asst. Superintendent	Lewiston-Porter School District
Cynthia Bianco, Superintendent	Niagara Falls City School District
Tom O'Donnell, Esq.	City of Niagara Falls
William L. Ross, Chairman, NC Legislature	Niagara County
Scott Hapeman, Esq., Counsel	Niagara Wheatfield School District
Jackie Siegmann	Town of Niagara
Steve Reiter, Supervisor	Town of Lewiston

Guests:

Chris Roser, Superintendent	Lewiston-Porter School District
Thomas Burgasser, Esq.	Niagara County
Angelo Massaro, Esq.	Niagara Falls City School District

Staff Present:

Charles W. Miller, President, NPC
John Baird, Treasurer, NPC
Mary Melloni, Secretary
Stan Widger, Esq., NPC Counsel, Nixon Peabody
Samuel M. Ferraro, Executive Director/Commissioner - Niagara County Center for
Economic Development

3.0 Approval of NPC Meeting Minutes

3.1 Regular Meeting of October 27, 2010

Mr. Rappold indicated that his title is wrong on the minutes; it needs to be changed to Assistant Superintendent.

Mr. O'Donnell made a motion, seconded by Mr. Rappold, to approve the minutes of the October 27, 2010 Meeting with the recommended revision. Motion passed.

4.0 Financial Report

4.1 October - December 2010

Mr. Baird reviewed the financial report for the period of October through December 2010. *[A copy of which will be attached hereto and made a part hereof these minutes.]*

Mr. O'Donnell made a motion, seconded by Mr. Rappold, to approve the Financial Report for October through December 2010, as presented. Motion passed.

4.2 Lumsden McCormick Annual Audit Schedule FYE 2010

Mr. Baird explained that Mollie Profic of Lumsden McCormick will be performing the Audit of the Niagara Power Coalition beginning the week of February 7th. A draft report should be ready by mid-April for review by the Audit/Finance Committee, who will then present the draft to the membership. A final report will then be prepared and presented for approval by the end of April. The completed Audit will then be filed with PARIS according to PAAA and PARA 2009 requirements and it will be placed on the NPC web site.

4.3 Administrative Fee Adjustment

Chairman Ross explained that when the increase was requested for Mary Melloni's administrative services for the 2011 budget, the committee did not include the taxes and benefits that need to be deducted. In order to cover these deductions the amount of the yearly administrative fee needs to be increased from \$4,772 to \$5,055.

A motion was made by Mr. Rappold, seconded by Mr. Hapeman, to approve the increase in the Administrative fee as noted. Motion passed.

5.0 Correspondence – None.

6.0 Unfinished Business – None.

7.0 New Business

7.1 Governance Committee Recommendations

7.1.1 NPC Mission Statement

Mr. Widger explained that under the PARA 2009, local authorities are required to have Mission Statements in place by the end of March 2011. The Governance Committee met and reviewed a draft of the Mission statement. A copy of that statement has been provided to the members for their final review and consideration.

Mr. Hapeman made a motion, seconded by Ms. Bianco, to adopt the Mission Statement. Motion passed.

7.1.2 NPC Performance Measures

Mr. Widger stated that all performance evaluation forms were returned, with no significant issues raised. The Committee reviewed these and found them to be in order and did not require any further action.

8.0 Legal Counsel

8.0 Any Other Matters

10.0 Next NPC Meeting: To be Determined

11.0 Adjournment

Mr. O'Donnell made a motion to adjourn, seconded by Mr. Rappold. Motion passed. Meeting adjourned at 1:45 p.m.

Respectfully submitted,

Mary P. Melloni
Secretary