

**NIAGARA POWER COALITION
MEETING MINUTES**

Monday, December 10, 2009 – 12:00 p.m.

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 12:35 p.m.

2.0 Roll Call

Ms. Melloni performed roll call:

Representatives Present:

Thomas O'Donnell, Esq.	City of Niagara Falls
Donald Rappold, Assistant Superintendent	Lewiston-Porter School District
William L. Ross, Chairman, NC Legislature	Niagara County
Scott Hapeman, Esq., Counsel	Niagara Wheatfield School District
Angelo Massaro, Esq.	Niagara Falls City School District
Steven Richards, Supervisor	Town of Niagara
Fred Newlin, Vice Chairperson, NPC	Town of Lewiston

Guests:

Tom Burgasser, Esq.	Niagara County
Jackie Siegmann	Town of Niagara
Rose Mary Warren	Taxpayer
Michael Risman, Esq.	Town of Niagara
Chris Roser, Superintendent	Lewiston-Porter School District

Staff Present:

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

2.0 Approval of NPC Meeting Minutes

3.1 Regular Meeting of September 21, 2009

Chairman Ross announced that the minutes of September 21, 2009 are not available at this time for approval and will be forwarded prior to the next meeting.

4.0 Financial Report

4.1 September-October-November 2009

Mr. Baird reviewed the financial report for the periods of September through November 2009. *[A copy of which will be attached hereto and made a part hereof these minutes.]*

Mr. O'Donnell made a motion, seconded by Mr. Massaro, to approve the Financial Report for September through November 2009, as presented. Motion passed.

4.2 Approve Payment of Invoices

The following invoices were presented for payment:

Nixon Peabody	\$18,186.94
Lumsden & McCormick	600.00
Supplies (to NCIDA)	34.07
Martino's Meeting Place (Lunch)	206.00
Venue	1,500.00 (3 months – Jan-Mar '10)
Admin Support	1,105.23 (3 months – Jan-Mar '10)

Ms. Melloni explained a \$4,000 error made in figuring the balance owed to Nixon Peabody; after Nixon Peabody credited the account, it was deducted again by Ms. Melloni on her invoice report to the Treasurer. The adjustment is now being made.

Mr. O'Donnell made a motion, seconded by Mr. Hapeman to approve payment of the aforementioned invoice in full. Motion passed.

4.3 Bank Signatories

Chairman Ross indicated that the NPC needs to determine a third signatory for the Host Community Standing Committee checking account. He explained that even though it is not active at this time, the bank still requires signatories on file. At this time John Baird and Mayor Dyster are two of the signatories, and it is suggested that Don Rappold, as Secretary of the HCSC, be the third signatory.

Mr. Massaro made a motion, seconded by Mr. O'Donnell to approve the signatories as designated. Motion passed.

5.0 Auditor Engagement Letter for 2010 – W. Ross

Chairman Ross indicated he has received the Letter of Engagement [*a copy of which will be attached hereto and made a part hereof these minutes*] for Lumsden & McCormick to perform the 2009 Audit of the Niagara Power Coalition. It was determined that the NPC can use the same accountant for a period of five years; this will be the third year that the NPC has engaged them. The fees for the 2009 Audit will be \$5,400, which includes the assistance they will provide for PARIS input. Additional services would be discussed with NPC before incurring any added costs.

Mr. Massaro made a motion, seconded by Mr. O'Donnell, to accept the Lumsden McCormick engagement letter for the 2009 Audit. Motion passed.

6.0 PAAA Compliance

6.1 Niagara Power Coalition Web Site Update

Mr. Widger explained that work is ongoing with development of the web site in order to provide a vehicle for submitting the various reports required utilizing the new PARIS reporting system. The selection of design for the web site has been done and Ms. Melloni is working with the developers on content and organization. He stated he has been reviewing some of the documents and information that need to be on the web site.

Ms. Melloni stated that the mock-up of two designs was sent to all members for their opinion and the majority chose the green-colored design. Mr. O'Donnell suggested that the emphasis on "Contact" should be diminished. At this time the copy is being worked on and it will be reviewed one more time; then the design and copy will be combined and the web site will then be available to all members to review. Ms. Melloni explained that Beyondus was given 16.5 weeks to complete the site; they are currently at 10 weeks and are confident that the web site will be completed on time.

7.0 Legal Counsel - *No matters to discuss.*

8.0 Any Other Matters

Mr. Massaro asked that the agreement with Nixon Peabody be reviewed at the next meeting.

Chairman Ross thanked Mr. Newlin for his participation and contribution to the success of the Niagara Power Coalition. Mr. Newlin thanked the members and stated that he enjoyed working with everyone over the years.

9.0 Next NPC Meeting: To be Determined

10.0 Adjournment

Mr. O'Donnell made a motion to adjourn, seconded by Mr. Richards. Motion passed. Meeting adjourned at 1:10 p.m.

Respectfully submitted,

Mary P. Melloni
Secretary