

- Present: Thomas Freeman, Mayor  
Robert Hayes, Trustee  
William Zhe, Trustee
- Staff: Bonnie Davis
- Presenters: Rich Cunningham, Thoma Development Associates  
Louise Wadsworth, Livingston County Development Corporation
- Visitors: Autumn Welch  
Dick Martin  
Jennifer Dotterweich  
Kathy Bennett  
Ross Rumfola  
Karen Hopkins  
Ted Coyne  
Dan Driscoll  
Clark Rittersbach  
Tony Cappello  
Hal Cole  
Jean Schoenthal  
Ruth Ann Lewis  
Tim & Tammy Huber  
TBD (older gentleman in striped shirt)

Mayor Freeman called the meeting to order at 4:00 p.m.

***NY MAIN ST. PROGRAM:***

Rich Cunningham from Thoma Development Associates discussed the NY Main Street (NYMS) program. Rich reviewed the eligible applicants, program guidelines, program implementation, and the application preparation.

Eligible properties are commercial or mixed use structures in the downtown. Rich explained that the 2012 NYMS grant program will the Village of Avon to apply for up to \$250,000 for building renovations, including \$15,000 for streetscape improvements and \$18,750 for administration. The most an individual commercial building owner can receive is \$50,000 to renovate building facades, storefronts and commercial interiors. The most an owner of a mixed use commercial/residential building can receive is \$100,000 (\$50,000 for renovation of commercial space, plus \$10,000 per residential unit, maximum of five units). Building owners must invest a minimum of 25% of total project cost from their own resources.

All assistance is in the form of a reimbursable grant. The participant is responsible for funding their project's construction. The NYMS funds are reimbursed at the project's completion, allowing +/- 45 days. The participants need to document all project costs for

reimbursement including their match. The match cannot be donated or in-kind labor. The participant must sign a Property Release Form and a Declaration Form with a five year regulatory period.

Eligible work includes interior commercial renovations, residential rehabilitation, façade renovations, architectural services, lead testing and radon testing.

All projects must be reviewed by New York State Historic Preservation Office. All projects must have an Environmental Checklist completed. Residential projects will require radon and lead paint testing (budget \$500 to \$750). Specifications and bidding documents are required for each project. An architect is recommended and may be required. Design costs are eligible as the participant's match. A minimum of two bids need to be delivered to the Village for all work.

Livingston County Development Corporation will be the grant administrator. Full applications are due after the award in the fall 2012. A steering committee will be established to guide the program and select projects. Projects will be selected based on an objective scoring system.

Pre-applications need to be completed and returned to Thoma Development Associates no later than June 22<sup>nd</sup>. The application deadline for Thoma to submit the Village's NYMS grant application is July 16<sup>th</sup>. Awards should be in the fall 2012 with construction in the spring/summer 2013. Full applications by each interested party will be needed if the funding is awarded.

A competitive grant application must demonstrate a comprehensive revitalization strategy, establish a closely defined target area smaller than the downtown, and identify good potential projects through the pre-applications.

Louise Wadsworth explained that the County has seen reimbursements from NYS within thirty days. Louise explained that local banks may offer a 0% construction loan to local businesses.

Tammy Huber asked where the Village's design guidelines can be reviewed. Treasurer Quinlan stated that the design guidelines are available at the Village's website, [www.avon-ny.org](http://www.avon-ny.org)

Dick Martin asked if a five-unit residential building that is located within the business district is eligible for funding, and if so, how much is available. Rich Cunningham will contact the NYMS representative and provide Dick with an answer.

Ruth Ann Lewis asked if in-kind labor can be a match. Rich responded no, it can't be a match.

Mayor Freeman explained the 485n assessment exemption that the Village Board is going to adopt.

June 12, 2012

Upon a motion, the meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Christine Quinlan, Treasurer