

BOARD MEMBERS  
DAVID MADDEN, CHAIRPERSON  
WAYNE HAWKINS, VICE CHAIRPERSON  
ANDREW BRITTO  
ANTHONY CANTOLI  
JOSEPH M. DESTEFANO  
ELIZABETH NEMETH  
BRIAN SEIGERMAN

MARIA BRUNI, ADMINISTRATIVE DIRECTOR  
PATRICIA RACINE, SECRETARY  
LEONORA LIZ, TREASURER  
ALEX SMITH, IDA COUNSEL  
BLEAKLEY PLATT LLP, PROJECT COUNSEL

## Industrial Development Agency City of Middletown

### City of Middletown Industrial Development Agency REGULAR MEETING AGENDA Tuesday, May 20, 2025; 4:30 p.m. Council Chambers; City Hall

#### 1. ROLL CALL

#### 2. APPROVAL OF MINUTES – 03/18/25 Motion to approve

#### 3. REPORTS

- a. Chairperson's Report
- b. Reports of Officers
  1. Financial report – Leonora Liz
  2. Executive Director's Report – Maria Bruni  
Review of Annual Report and PARIS Report, report on Poly Craft labor monitoring
- c. Reports of Committees

#### 4. BILLS AND COMMUNICATIONS

Federal Express - \$106.17  
RBT – Audit - \$4750.00

#### 5. UNFINISHED BUSINESS

#### 6. NEW BUSINESS

#### 7. ADJOURNMENT

THE AGENDA IS TENTATIVE AND ESTABLISHED BASED  
ON ALL ACCESSIBLE INFORMATION AT THE TIME OF ITS CREATION.  
ITEMS MAY BE ADDED OR ELIMINATED AT ANY TIME

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## Industrial Development Agency City of Middletown

### City of Middletown Industrial Development Agency REGULAR MEETING MINUTES March 18, 2025; 4:30p.m. Council Chambers; City Hall

1. ROLL CALL: Present: David Madden, Wayne Hawkins, Anthony Cantoli, Joseph DeStefano, Elizabeth Nemeth( arrived prior to audit committee meeting), Brian Seigerman  
Absent: Andrew Britto  
Also in attendance: Maria Bruni, Patricia Racine, Leonora Liz

2. APPROVAL OF MINUTES – 01/28/25  
Motion to approve made by Seigerman; seconded by Cantoli  
Motion carried: 6-0

#### 3. REPORTS

- a. Chairperson's Report – none
- b. Reports of Officers

1. Financial report – Leonora Liz Financial Report through February 28, 2025

The beginning balance for all accounts combined \$266,042,35, ending balance of \$272,113.31

Motion to approve made by Hawkins; seconded by Cantoli  
Motion carried 6-0

2. Audit Presentation – RBT, LLC – Shannon Mannese  
There were no further questions from the board
3. Executive Director's Report – Maria Bruni –

In your packet you have the Audit Report and Annual Report. Everything from those reports is transferred to the PARIS Report which is submitted to New York State. We did get out monthly report from Loewke & Brill for the Poly Craft Project. There were 16 workers on site during the inspection. All were local labor and there were no accidents reported.

- c. Reports of Committees – none

Resolution to accept Audit Report, Annual Report and PARIS Report for the year ending 12/31/24 and authorize submission to New York State.

Motion to approve made by DeStefano; Seconded by Cantoli  
Motion carried 6-0

4. BILLS AND COMMUNICATIONS – None

5. UNFINISHED BUSINESS - None

6. NEW BUSINESS

7. ADJOURNMENT

Motion to adjourn made by Cantoli; seconded by Hawkins

Motion carried 6-0

05/20/25

# Voucher

City of Middletown  
Industrial Development Agency  
16 James St; 3<sup>rd</sup> floor  
Middletown, NY 10940

Fed Ex  
PO Box 371461  
Pittsburgh, PA 15250-7461

52-1320987

This order exempt from all Federal & State taxes

Inv date	Invoice #	Acct / description	project	Total
03/10/25	8-793-58507	Bleakely Platt	Poly Craft	33.70
04/07/25	7-822-24973	PILOTS		34.44
04/07/25	7-822-24973	NYS YE filing		35.33
04/14/25	9-693-80251	Late fee		2.70
<b>TOTAL</b>				<b>\$106.17</b>

\_\_\_\_\_  
**Department Approval**

\_\_\_\_\_  
**Approval for payment**

\_\_\_\_\_  
**Authorized Official**

\_\_\_\_\_  
**date**

\_\_\_\_\_  
**date**

05/20/25

# Voucher

City of Middletown  
Industrial Development Agency  
16 James St; 3<sup>rd</sup> floor  
Middletown, NY 10940

RBT  
PO Box 10009  
Newburgh, NY 12552-0009

52-1320987

This order exempt from all Federal & State taxes

Inv date	Invoice #	Acct / description	project	Total
03/31/25	271866	Annual Audit YE 12/31/24		4750.00
<b>TOTAL</b>				<b>\$4750.00</b>

\_\_\_\_\_  
Department Approval

\_\_\_\_\_  
Approval for payment

\_\_\_\_\_  
Authorized Official

\_\_\_\_\_  
date

\_\_\_\_\_  
date