



GCEDC Board Meeting
Thursday, December 15, 2022
Location: 99 MedTech Drive, Innovation Room
4:00 PM

GCEDC MINUTES

Attendance

Board Members: C. Yunker, M. Gray, T. Bender, C. Kemp, M. Clattenburg
Staff: L. Farrell, M. Masse, S. Hyde, L. Casey, J. Krencik, C. Suozzi
Guests: D. Cunningham (GGLDC Board Member), T. Felton (GGLDC Board Member), R. Gaenzle (Harris Beach/Video Conference), R. Crossen (Town of Alabama Supervisor), Pamela LaGrou (Town of Alabama Councilperson)
Absent: P. Battaglia, P. Zelif

1.0 Call to Order

M. Gray called the meeting to order at 4:05 p.m. in the Innovation Zone.

1.1 Enter Executive Session

C. Yunker made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 4:06 p.m. for the following reasons:

1. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

The motion was seconded by T. Bender and approved by all members present.

1.2 Enter Public Session

C. Yunker made a motion to enter back into public session at 4:45 p.m., seconded by M. Clattenburg and approved by all members present.

2.0 Chairman's Report & Activities

2.1 Upcoming Meetings:

Next Scheduled Board Meeting: Thursday, January 12th at 4:00 p.m.

Audit & Finance Committee Meeting: Tuesday, January 10th at 8:30 a.m.

STAMP Committee Meeting: Wednesday, January 11th at 8:00 a.m.

Board Meeting: Thursday, January 12th at 4 p.m.

2.2 Agenda Additions / Deletions / Other Business –

C. Yunker made a motion to add Agenda Item 6.1 – STAMP Force Main Easements; the motion was seconded by T. Bender. Roll call resulted as follows:

P. Battaglia - Absent
T. Bender - Yes
M. Clattenburg – Yes
C. Kemp - Yes

C. Yunker - Yes
P. Zelif - Absent
M. Gray - Yes

The agenda item was added.

3.0 Report of Management

3.1 Nothing at this time.

4.0 Audit & Finance Committee

4.1 Insurance Renewal - J. Teresi from Tompkins Insurance attended the Audit and Finance Committee meeting to discuss the proposal for general liability insurance for 2023 from Selective. As requested by the Board of Directors, Tompkins “shopped insurance”. Tompkins aggressively went after two municipal markets; however, because we are a quasi-governmental agency, they do not want to cover our entities. Additionally, per J. Teresi many carriers are not in the business of covering land development. Historically, Selective has only charged for the exposure associated with the MedTech Centre building and has not charged for other development efforts. Last year, the insurance premium was approximately \$40,000. However, with the development of the STAMP site there is an expectation that infrastructure development efforts will only increase and a change in land classification has been made. Vacant land is approximately \$3/acre while land under development is approximately \$20/acre. Selective has provided a quote that is reflective this change and increased risk exposure. This year, the insurance premium across all entities, including the STAMP Water and Sewer Works Corps, is approximately \$71,000. This does not include the \$10 million umbrella. Despite this increase, Selective is still the *only* and *best* option. The pricing included in the proposal disbursed today and presented is fairly accurate. J. Teresi is working with Selective to clean up the charges, exposures and acreage listed. He is also working to put together an alternative umbrella program. He hopes to have this pricing by next week.

C. Yunker stated that he is a Corporate Director of Tompkins and to avoid the appearance of any conflict he recused himself. He left the meeting at 4:51 p.m.

This was recommended for approval by the Committee.

T. Bender made a motion to move forward with the 2023 insurance renewal with Selective; the motion was seconded by M. Clattenburg. Roll call resulted as follows:

P. Battaglia - Absent
T. Bender - Yes
M. Clattenburg – Yes
C. Kemp - Yes

C. Yunker - Absent
P. Zelif - Absent
M. Gray - Yes

The item was approved as presented.

C. Yunker rejoined the meeting at 4:56 p.m.

5.0 Governance & Nominating Committee – C. Yunker

5.1 Nothing at this time.

6.0 STAMP Committee – P. Zelif

6.1 STAMP Force Main Easements – In conjunction with the installation of the force main from the STAMP site to the direct discharge point at Oak Orchard Creek, there are several easements needed. We have received an offer from the owner of the property (Judith Clonan-Smith) where the outfall location of the force main will be installed. They are looking for \$20,000 for the three easements that we are requesting. These easements are different than the previous ones. The main easement needed goes from the roadside through the middle of their property to the creek.

- 1. Temporary Easement 16
- 2. Permanent Easement 8
- 3. Permanent Easement 9

Fund Commitment: \$20,000 from the \$33 million.

This was not recommended for approval by the Committee because the STAMP Committee did not meet prior to this agenda item coming to the full Board.

M. Clattenburg made a motion to approve the ROW easement payments not to exceed \$20,000 as presented; the motion was seconded by C. Kemp. Roll call resulted as follows:

P. Battaglia -	Absent	C. Yunker -	Yes
T. Bender -	Yes	P. Zelif -	Absent
M. Clattenburg -	Yes	M. Gray -	Yes
C. Kemp -	Yes		

The item was approved as presented.

In conjunction with the installation of the force main from the STAMP site to the direct discharge point at Oak Orchard Creek, we will need an easement with Daniel Michauel.

- 1. Temporary Easement 6

Fund Commitment: \$1,000 from the \$33 million.

This was not recommended for approval by the Committee because the STAMP Committee did not meet prior to this agenda item coming to the full Board.

C. Yunker made a motion to approve the ROW easement payment not to exceed \$1,000 as presented; the motion was seconded by C. Kemp. Roll call resulted as follows:

P. Battaglia -	Absent	C. Yunker -	Yes
T. Bender -	Yes	P. Zelif -	Absent
M. Clattenburg -	Yes	M. Gray -	Yes
C. Kemp -	Yes		

The item was approved as presented.

7.0 Employment & Compensation – T. Bender

7.1 Administrative Guidelines – A red-line version of the Administrative Guidelines and Procedures was included with the meeting materials. L. Farrell provided an overview of the proposed changes:

- An employee may take up to five days of sick leave in the event of the death of a family member. Sick leave may be used as bereavement leave in the event of the death of a non-family member if approved by the employee's direct supervisor.

- The Center provides health, dental and vision plans for its permanent full-time employees. The Center currently pays 100% of the subscriber-only premium for permanent full-time employees. Employees will be responsible for any premium costs for higher levels of coverage.

M. Gray asked if the guidelines were reviewed by legal counsel. L. Farrell stated that they had not been reviewed by counsel. M. Gray stated that there have been many changes within the last two years related to leave benefits. He stated that it *may* not be permissible for the employer to require the employee to provide the reason for leave. L. Farrell will work with counsel regarding this question and report back to the Board if any changes are needed.

This was recommended for approval by the Committee.

T. Bender made a motion to approve the changes to the Administrative Guidelines as presented; the motion was seconded by C. Kemp. Roll call resulted as follows:

P. Battaglia -	Absent	C. Yunker -	Yes
T. Bender -	Yes	P. Zeff -	Absent
M. Clattenburg -	Yes	M. Gray -	Yes
C. Kemp -	Yes		

The item was approved as presented.

The item was approved as presented.

8.0 Housing Committee – P. Battaglia

8.1 Nothing at this time.

9.0 Other Business

9.1 Nothing at this time.

10.0 Adjournment

As there was no further business, C. Yunker made a motion to adjourn at 5:00 p.m., which was seconded by M. Clattenburg and passed unanimously.