



GCEDC STAMP Committee Meeting
Tuesday, December 3, 2019
Innovation Zone Conference Room
10:30 a.m.

MINUTES

ATTENDANCE

Committee Members: P. Battaglia, A. Vanderhoof, P. Zelif
GCEDC / GGLDC Board Members:
Staff: M. Masse, L. Casey
Guests:
Absent: C. Yunker

1. Call to Order / Enter Public Session

P. Zelif called the meeting to order at 10:32 a.m. in the Innovation Zone Conference Room.

2. Executive Session

A. Vanderhoof made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 10:32 a.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 P. Battaglia and approved by all members present.

Re-Enter Public Session

A. Vanderhoof made a motion to enter back into public session at 11:00 a.m., seconded by P. Battaglia and approved by all.

3. Chairman's Report & Activities

3a. Agenda Additions / Other Business – Nothing at this time.

3b. Minutes: September 5, 2019

P. Battaglia made a motion to approve the minutes from September 5, 2019; the motion was seconded by A. Vanderhoof. Roll call resulted as follows:

P. Zelif - Yes

P. Battaglia - Yes
C. Yunker - Absent
A. Vanderhoof- Yes

The item was approved as presented.

4. Discussions / Official Recommendations to the Board:

4a. \$33M STAMP Grant Draw Review YTD – M. Masse reviewed with the Committee the status of the ESD \$33M grant. GURF #20 was submitted to ESD. Authorization was received from ESD to release those funds. Payment has been remitted to all vendors included in this GURF, excluding LeChase Construction because additional close-out documents are needed from the company in order to satisfy ESD requirements.

4b. Construction Update – M. Masse shared that Phase I and Phase II of the water contracts are complete. Likely by the end of January, we will submit the draw request for the Town of Alabama for \$1.5M, which will close out that grant.

4c. USFWS ROW Update – M. Masse shared that the GCEDC is hoping to receive a positive compatibility determination on its request for the right of way, which would then go out to public notice.

4d. e3communications STAMP Public Relations Contract – e3communications, a professional media and public relations firm/consultant, will create dedicated social media channels to promote and market WNY STAMP to various audiences, including those in economic development, workforce and higher education among others. e3communications in the last year created social media channels specifically designed to promote WNY STAMP, maintained them with ongoing posts and provided monthly analytic reports. e3communication will also continue to manage public relations activities and communications for the WNY STAMP site.

The fund commitment is \$24,000. Funding is available and budgeted in the GCEDC Operations/ Marketing budget; and the GCEDC will apply for a National Grid grant to reimburse the Agency for half of the contract amount.

P. Battaglia made a motion to recommend approval to the full Board the renewal of e3communications contract for the January 1, 2020 to December 31, 2020 period at the 2019 funding level of \$24,000 per year; the motion was seconded by A. Vanderhoof. Roll call resulted as follows:

P. Zelif - Yes
P. Battaglia - Yes
C. Yunker - Absent
A. Vanderhoof- Yes

The item was approved as presented.

5. Adjournment

As there was no further business, A. Vanderhoof made a motion to adjourn at 11:08 a.m., seconded by P. Battaglia and passed unanimously.