



Thursday, December 7, 2017
Upstate MedTech Centre – Innovation Zone
4:00 PM

GCEDC MINUTES

Attendance

Board Members: P. Battaglia, J. Rizzo, T. Bender, M. Davis

Staff: L. Farrell, M. Masse, E. Richardson, R. Tabelski, C. Suozzi, P. Kennett

Guests: M. Wiater (GGLDC Board Member), S. Noble-Moag (GGLDC Board Member), D. Cunningham (GGLDC Board Member), J. Krencik (The Daily News), R. Gaenzle (Harris Beach)

Absent: P. Zelif, C. Yunker, M. Gray

1.0 Call to Order

P. Battaglia called the meeting to order at 4:03 p.m. in the Upstate MedTech Centre Innovation Zone conference room.

1.1 Enter Executive Session

T. Bender made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 4:03 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 J. Rizzo and approved by all members present.

D. Cunningham joined the meeting at 4:30 p.m.

1.2 Enter Public Session

T. Bender made a motion to enter back into public session at 4:50 p.m., seconded by J. Rizzo and approved by all members present.

2.0 Chairman's Report & Activities

2.1 Upcoming Meetings – P. Battaglia reviewed the upcoming meeting dates with the Board.

Next Scheduled Board Meeting: Thursday, December 21st at 4:00 p.m.

Employment & Compensation Committee Meeting: Thursday, December 21st at 3 p.m.

Audit & Finance Committee Meeting: Tuesday, January 9th at 8:30 a.m.

STAMP Committee Meeting: Tuesday, January 9th at 10:30 a.m.

Governance & Nominating Committee Meeting: Thursday, January 11th at 3 p.m.

Board Meeting: Thursday, January 11th at 4 p.m.

2.2 Draft 2018 Board Meeting Schedule – P. Battaglia asked that the Board review the draft 2018 meeting schedule and let the staff know of any potential conflicts as soon as possible.

2.3 Agenda Additions / Deletions / Other Business – Nothing at this time.

2.4 Minutes: October 26, 2017

T. Bender made a motion to approve the October 26, 2017 Meeting Minutes as presented; the motion was seconded by M. Davis. Roll call resulted as follows:

P. Battaglia -	Yes	C. Yunker -	Absent
T. Bender -	Yes	P. Zelif -	Absent
M. Davis -	Yes	M. Gray -	Absent
J. Rizzo -	Yes		

The item was approved as presented.

3.0 Report of Management

3.1 Manning, Squires & Hennig – Supplemental Resolution – C. Suozzi shared that in 2016, the company finalized their \$2.2 million, 9,500 q. ft. expansion which increased their total footprint to 14,500 sq. ft. in the Town of Batavia and received local incentives from the GCEDC. The company is planning Phase II and is looking to invest an additional \$450,000 in construction related equipment. On November 6, 2017, the company has increased their capital investment by an additional \$150,000 to a total of \$600,000 in construction related equipment.

The Board reviewed the Statement of Compliance. Only Criteria #4 has changed since the Board last approved it. Criteria #4 now states that for every \$1 of public benefit the company is investing \$24.90 into the local economy (Phase I and Phase II combined).

M. Davis made a motion to concur with Criteria #4 of the Statement of Compliance as presented; the motion was seconded by J. Rizzo. Roll call resulted as follows:

P. Battaglia -	Yes	C. Yunker -	Absent
T. Bender -	Yes	P. Zelif -	Absent
M. Davis -	Yes	M. Gray -	Absent
J. Rizzo -	Yes		

The item was approved as presented.

C. Suozzi asked the Board to approve Resolution No. 12/2017-01

Resolution No. 12/2017-01
RESOLUTION OF THE GENESEE COUNTY INDUSTRIAL DEVELOPMENT AGENCY D/B/A GENESEE COUNTY ECONOMIC DEVELOPMENT CENTER (THE "AGENCY") AUTHORIZING AN INCREASE IN THE SALES AND USE TAX EXEMPTION BENEFITS PREVIOUSLY APPROVED WITH RESPECT TO THE MANNING-SQUIRES-HENNIG, CO., INC. PROJECT.

P. Battaglia made a motion to approve the Manning, Squires & Hennig – Supplemental Resolution No. 12/2017-01 as presented; the motion was seconded by J. Rizzo. Roll call resulted as follows:

P. Battaglia -	Yes	C. Yunker -	Absent
T. Bender -	Yes	P. Zelif -	Absent

M. Davis - Yes
J. Rizzo - Yes

M. Gray - Absent

The item was approved as presented.

4.0 Audit & Finance Committee – M. Gray

4.1 October 2017 Financial Statements - The October 2017 financial statements were reviewed with the Committee. A brief overview was given; it was noted that unrestricted cash increased due to Empire Pipelines project origination fee being released from restriction. Grant receivable increased due to a large STAMP related draw request. Also, a new GAIN! Loan was disbursed in October. All expenditures are in line with the budget, except as noted. This is recommended for approval by the Committee.

T. Bender made a motion to approve the October 2017 Financial Statements as presented; the motion was seconded by M. Davis. Roll call resulted as follows:

P. Battaglia - Yes
T. Bender - Yes
M. Davis - Yes
J. Rizzo - Yes

C. Yunker - Absent
P. Zeff - Absent
M. Gray - Absent

The item was approved as presented.

4.2 Insurance Renewal – L. Farrell shared that as the Committee requested at their last meeting, Joe Teresi (Tompkins Insurance, Broker) went out to bid for the Agency's 2018 insurance renewal. Selective continues to be the best carrier for the Agency's insurance needs. Joe Teresi explored several other markets and found no one else was able to compete with the insurance program being offered by Selective. Eleven insurance companies were reached out to and Selective was the only one to submit a proposal. We hope that Selective continues the practice of waiving premiums for cost of construction as it relates to the development of STAMP. This has been a huge concession on the part of Selective when proper evidence of risk transfer is provided, and a prime contract is used with contracts for construction projects. The renewal premiums are consistent with the expiring 2017 policy term.

Erie & Niagara Insurance carries the property insurance for the houses at STAMP. The annualized price for this remains consistent. Once all houses are demolished, this coverage won't be needed.

The Committee is recommending approval of the insurance renewal with Selective for property, general liability, workers compensation, etc., and continuing with Erie & Niagara Insurance for STAMP Property and Travelers Insurance for the Crime Policy as presented in the Committee's meeting packet. The cost may increase or decrease throughout the year given the potential purchase or sale of land.

T. Bender made a motion to approve the Insurance Renewal as presented; the motion was seconded by M. Davis. Roll call resulted as follows:

P. Battaglia - Yes
T. Bender - Yes
M. Davis - Yes
J. Rizzo - Yes

C. Yunker - Absent
P. Zeff - Absent
M. Gray - Absent

The item was approved as presented.

4.3 e3communications Public Relations Contract – Strategic public relations, message development, and media relations assistance has been provided as a professional service by Earl Wells of e3communications since 2012. His firm assists the CEO and the Director of Marketing with writing, editing, and disseminating press releases, opinion pieces, etc. e3communications also assists to coordinate press events, special events, and public appearances, supplying programs, agendas, and talking points. They also serve as a strategy advisor to our agency in many capacities.

The amount of the contract is \$1,625 per month (\$19,500 annually) and has been included in the Agency’s 2018 budget. This is being recommended by the Committee.

T. Bender made a motion to approve the e3communications Public Relations Contract for 2018 not to exceed \$19,500 as presented; the motion was seconded by M. Davis. Roll call resulted as follows:

P. Battaglia -	Yes	C. Yunker -	Absent
T. Bender -	Yes	P. Zeff -	Absent
M. Davis -	Yes	M. Gray -	Absent
J. Rizzo -	Yes		

The item was approved as presented.

4.4 Invest Buffalo Niagara: Funding Commitment – R. Tabela shared that Invest Buffalo Niagara (InBN) is a non-profit regional economic development organization, supported by a team of private and public-sector leaders dedicated to improving economic performance in Buffalo Niagara/Western New York. InBN’s primary goals are to retain and expand existing business and to professionally market the region as a competitive, vibrant and high-profile place for business locations and growth. To support business attraction, expansion, entrepreneurship and innovation, InBN collaborates with local businesses, universities, not-for-profit organizations and government leaders to deliver a unified response to regional economic development opportunities.

InBN is an integral partner in our sales/marketing efforts for the attraction of new companies to our community. Other services beyond regional site selection include marketing and design services, online property listings (CLS system) for development sites, data and demographics reports for business development support, graphics support for brochures, ads, and other marketing collateral, as well as publicizing and supporting the GCEDC and STAMP initiative in Western New York/Western New York Regional Council. InBN’s staff has shown a tireless commitment to support and advocate for our economic development goals and strategies particularly as it relates to STAMP.

This funding request has been included in the Agency’s 2018 budget. This is being recommended by the Committee.

T. Bender made a motion to approve a commitment of \$25,000 to Invest Buffalo Niagara for 2018 as presented; the motion was seconded by M. Davis. Roll call resulted as follows:

P. Battaglia -	Yes	C. Yunker -	Absent
T. Bender -	Yes	P. Zeff -	Absent

M. Davis - Yes
J. Rizzo - Yes

M. Gray - Absent

The item was approved as presented.

4.5 Greater Rochester Enterprise: Funding Commitment – R. Tabelski shared that Greater Rochester Enterprise (GRE) is a regional economic development organization supported by a team of private and public-sector leaders dedicated to improving economic performance in the Rochester/Finger Lakes Region. GRE's primary goals are to retain and expand existing business and to professionally market the region as a competitive, vibrant and high-profile place for business location and growth. To support business attraction, expansion, entrepreneurship and innovation, GRE collaborates with local businesses, universities, not-for-profit organizations and government leaders to deliver a unified response to regional economic development opportunities.

Funding GRE provides the GCEDC with full access to all of GRE's sales and marketing campaigns, advocacy on behalf of our agency for all our parks as well as an executive board seat that allows Steve Hyde to serve on GRE's Board of Directors and on their Governance Committee. GRE's staff has shown a tireless commitment to support and advocate for our economic development goals and strategies particularly as it relates to STAMP. GRE has provided countless hours of support, strategy development interaction, and advocacy for and to Steve Hyde to advance STAMP as a regional priority both in the Finger Lakes Regional Economic Development Council and at the highest levels of New York State Government. GRE has been very active in the sales efforts to attract the first company to STAMP, including multiple trips to Albany on our behalf.

This funding request has been included in the Agency's 2018 budget. This is being recommended by the Committee.

T. Bender made a motion to approve a commitment of \$50,000 to Greater Rochester Enterprise for 2018 as presented; the motion was seconded by M. Davis. Roll call resulted as follows:

P. Battaglia - Yes
T. Bender - Yes
M. Davis - Yes
J. Rizzo - Yes

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

The item was approved as presented.

5.0 Governance & Nominating Committee – J. Rizzo

5.1 Nothing at this time – Nothing at this time.

6.0 STAMP Committee – P. Zelif

6.1 Seneca Nation Monitor – Phase II – M. Masse shared as part of the Phase II archeological work that was completed at the STAMP site, the Tonawanda Seneca Nation had a monitor on site to help identify any of the artifacts that were found. They charge a flat rate per hour, and the GCEDC is looking for an approval to pay a total of \$9,800 for the monitor. The Board had originally approved

\$7,500 on October 26, 2016 for the Phase II work. Upon completion of the Phase II work the final amount due was \$9,800 based on the days of field work, so we are seeking approval of the additional \$2,300. This expenditure is to be covered under the \$33M ESD Grant. This is being recommended by the Committee.

J. Rizzo made a motion to approve reimbursing the Seneca Nation for an on-site monitor for Phase II for a total of \$9,800; the motion was seconded by T. Bender. Roll call resulted as follows:

P. Battaglia -	Yes	C. Yunker -	Absent
T. Bender -	Yes	P. Zeff -	Absent
M. Davis -	Yes	M. Gray -	Absent
J. Rizzo -	Yes		

The item was approved as presented.

6.2 National Grid Pole Relocation – Route 63/77 Turn Lane – M. Masse shared as part of the main entrance road, Route 63/77 widening and turn lane construction, it is necessary to relocate 9 existing distribution poles and overhead conductor along the west side of Alleghany Road. National Grid has provided an electric service proposal to do the work in the amount of \$133,696.01. This expenditure is to be covered under the \$33M ESD Grant. This is being recommended by the Committee.

J. Rizzo made a motion to approve of the National Grid Pole Relocation service proposal not to exceed \$133,696.01 as presented; the motion was seconded by T. Bender. Roll call resulted as follows:

P. Battaglia -	Yes	C. Yunker -	Absent
T. Bender -	Yes	P. Zeff -	Absent
M. Davis -	Yes	M. Gray -	Absent
J. Rizzo -	Yes		

The item was approved as presented.

6.3 345/115kV Substation Design Proposal – At the October 26th meeting the Board authorized the execution of a contract to complete “4 key deliverables: 1) Development of a Conceptual Design package for the substation, 2) Development of a Level 1 preliminary engineering, permitting and construction schedule, 3) Development of Equipment (transformers, breakers) procurement specifications and standards, 4) Develop an updated cost estimate for the substation based on the conceptual design package.” At a not to exceed cost of \$250,000 to Burns and McDonald. Prior to execution of the contract, a call was held to confirm the scope of work and deliverables. At that time, it was noted that the proposal was not complete, and needed revision. The GCEDC decided that while the proposal was being revised, that we should seek another quote from another vendor. This is being recommended by the Committee.

J. Rizzo made a motion to approve retracting the Board’s approval of the 345/115 kV Substation Design Proposal with Burns and McDonald as previously presented; the motion was seconded by M. Davis. Roll call resulted as follows:

P. Battaglia -	Yes	C. Yunker -	Absent
T. Bender -	Yes	P. Zeff -	Absent

M. Davis - Yes
J. Rizzo - Yes

M. Gray - Absent

The item was approved as presented.

T. Bender made a motion to approve a 345/115 kV Substation Design Proposal with Black & Veatch not to exceed \$210,450.00 as presented; the motion was seconded by M. Davis. Roll call resulted as follows:

P. Battaglia - Yes
T. Bender - Yes
M. Davis - Yes
J. Rizzo - Yes

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

The item was approved as presented.

7.0 Employment & Compensation Committee

7.1 Nothing at this time.

8.0 Other Business

9.0 Adjournment

As there was no further business, J. Rizzo made a motion to adjourn at 5:08 p.m., which was seconded by M. Davis and passed unanimously.