



**Thursday, October 29, 2015**  
**Upstate MedTech Centre – Suite 107**  
**5:45 PM**

**GGLDC MINUTES**

**Attendance**

Board Members: T. Felton, J. Rizzo, P. Battaglia, C. Yunker, S. Noble-Moag, H. Upson, W. Hinchey, M. Gray  
Staff: S. Hyde, M. Masse, L. Farrell, C. Suozzi, P. Kennett, E. Richardson, R. Tabelski  
Guests: V. Kropf (The Daily News)  
Absent: M. Wiater

**Call to Order / Enter Public Session**

T. Felton called the meeting to order at 6:08p.m. in the Upstate MedTech Centre Innovation Zone conference room.

**2.0 Chairman's Report and Activities**

**2.1 Upcoming Meetings** – T. Felton reviewed the upcoming meetings with the Board.

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

**P. Battaglia left the room at 6:10pm.**

**2.3 October 1, 2015 Minutes**

**W. Hinchey made a motion to approve the October 1, 2015 Minutes; the motion was seconded by H. Upson. Roll call resulted as follows:**

T. Felton -	Yes	S. Noble-Moag -	Yes
M. Wiater -	Absent	P. Battaglia -	Absent
H. Upson -	Yes	C. Yunker -	Yes
J. Rizzo -	Yes	M. Gray -	Yes
W. Hinchey -	Yes		

**The item was approved as presented.**

**P. Battaglia returned to the meeting at 6:12pm.**

**3.0 Report of Management**

**3.1 Nothing at this time.**

**4.1 Audit & Finance Committee**

**4.1 September 2015 Financial Statements** – T. Felton shared that the financial statements were reviewed by the Audit & Finance Committee on October 20, 2015 and are recommended for Board approval. L. Farrell noted that all expenditures are in line with the budget, except as noted.

T. Felton shared that the Audit & Finance Committee recommends approval of the September 2015 Financial Statements.

**J. Rizzo made a motion to approve the September 2015 Financial Statements; the motion was seconded by S. Noble-Moag. Roll call resulted as follows:**

T. Felton -	Yes	S. Noble-Moag -	Yes
M. Wiater -	Absent	P. Battaglia -	Yes
H. Upson -	Yes	C. Yunker -	Yes
J. Rizzo -	Yes	M. Gray -	Yes
W. Hinchey -	Yes		

**The item was approved as presented.**

**4.2 GGLDC 2016 Budget** - L. Farrell reviewed the GGLDC 2016 Budget with the board. The budget was reviewed by the Audit & Finance Committee on October 20, 2015 and recommended for Board approval. She noted that the budget presented to the Board is on a cash basis. She reviewed the total sources and uses on a consolidated basis. The GGLDC expects to have sources of \$4.7M during the year made up of opening cash balances, various grants and loan repayments. The GGLDC expects to spend approximately \$2.4M mostly consisting of DHCR grant and loan disbursements to PW Minor, Economic Development Program Support Grant, professional services, site development and maintenance, and various operating expenses. The year-end cash balance is expected to be approx. \$2.3M, however, only \$250K of that is considered unrestricted.

T. Felton shared that the Audit & Finance Committee recommends approval of the GGLDC 2016 Budget.

**M. Gray made a motion to approve the GGLDC 2016 Budget; the motion was seconded by W. Hinchey. Roll call resulted as follows:**

T. Felton -	Yes	S. Noble-Moag -	Yes
M. Wiater -	Absent	P. Battaglia -	Yes
H. Upson -	Yes	C. Yunker -	Yes
J. Rizzo -	Yes	M. Gray -	Yes
W. Hinchey -	Yes		

**The item was approved as presented.**

**4.3 GGLDC 1+3 Budget** - L. Farrell reviewed the GGLDC 1+3 Accrual Basis Budget with the Board. The 1+3 Budget was reviewed by the Audit and Finance Committee on October 20, 2015 and is recommended for Board approval. She noted that most line items show a 3% increase year to year unless highlighted. The highlighted numbers are items that could be estimated a little more accurately. This information is used for NYS reporting in PARIS (Public Authorities Reporting Information System).

T. Felton shared that the Audit & Finance Committee recommends approval of the GGLDC 1+3 Budget.

**P. Battaglia made a motion to approve the GGLDC 1+3 Budget; the motion was seconded by H. Upson. Roll call resulted as follows:**

T. Felton -	Yes	S. Noble-Moag -	Yes
M. Wiater -	Absent	P. Battaglia -	Yes
H. Upson -	Yes	C. Yunker -	Yes
J. Rizzo -	Yes	M. Gray -	Yes
W. Hinchey -	Yes		

**The item was approved as presented.**

**4.4 2016 Cleaning Service Contract** – T. Felton shared that the Audit & Finance Committee recommends approval of the 2016 Cleaning Services Contract with Commercial Cleaning Services of Western NY, Inc.

**S. Noble Moag made a motion to approve the 2016 Cleaning Services Contract as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:**

T. Felton -	Yes	S. Noble-Moag -	Yes
M. Wiater -	Absent	P. Battaglia -	Yes
H. Upson -	Yes	C. Yunker -	Yes
J. Rizzo -	Yes	M. Gray -	Yes
W. Hinchey -	Yes		

**The item was approved as presented.**

**4.5 2016 Economic Development Program Support Grant** – T. Felton shared that the Audit & Finance Committee recommends approval of the 2016 Economic Development Program Support Grant for \$300K to the GCEDC.

**W. Hinchey made a motion to approve \$300K for the 2016 Economic Development Program Support Grant to be paid to the GCEDC; the motion was seconded by H. Upson. Roll call resulted as follows:**

T. Felton -	Yes	S. Noble-Moag -	Yes
M. Wiater -	Absent	P. Battaglia -	Yes
H. Upson -	Yes	C. Yunker -	Yes
J. Rizzo -	Yes	M. Gray -	Yes
W. Hinchey -	Yes		

**The item was approved as presented.**

## **5.0 Governance & Nominating Committee**

**5.1 Nothing at this time.**

## **6.0 Other Business**

**6.1 Town of Alabama: Reimbursement of Legal Fees - \$6,581.25** – M. Masse asked the Board to authorize reimbursement to the Town of Alabama for legal expenses related to STAMP in the amount of \$6,581.25 to be covered under the X544 grant.

**W. Hinchey made a motion to approve Reimbursement of Legal Fees related to STAMP to the Town of Alabama in the amount of \$6,581.25; the motion was seconded by P. Battaglia. Roll call resulted as follows:**

T. Felton -	Yes	S. Noble-Moag -	Yes
M. Wiater -	Absent	P. Battaglia -	Yes
H. Upson -	Yes	C. Yunker -	Yes
J. Rizzo -	Yes	M. Gray -	Yes
W. Hinchey -	Yes		

**The item was approved as presented.**

**6.2 CC Environment & Planning: Archeological Survey - \$30,400** - M. Masse shared with the Board a proposal for completion of an archeological survey of Parcels 3, 4, 5, 6, 7 and 23 located at the STAMP site. This proposal also includes completion of a Phase I reconnaissance survey for Parcel 15. Based on contracts that have been committed at this time, there are funds available under the \$2M STAMP X544 grant to cover this contract.

**P. Battaglia made a motion to approve a contract with CC Environment & Planning for an Archeological Survey not to exceed \$30,400; the motion was seconded by S. Noble-Moag. Roll call resulted as follows:**

T. Felton -	Yes	S. Noble-Moag -	Yes
M. Wiater -	Absent	P. Battaglia -	Yes
H. Upson -	Yes	C. Yunker -	Yes
J. Rizzo -	Yes	M. Gray -	Yes
W. Hinchey -	Yes		

**The item was approved as presented.**

**7.0 Adjournment** - As there was no further business, W. Hinchey made a motion to adjourn at 5:42 p.m., which was seconded by P. Battaglia and passed unanimously.