



Tuesday, December 4, 2018
STAMP Committee Meeting - GCEDC
Conference Room
10:30 a.m.

MINUTES

ATTENDANCE

Committee Members:	P. Battaglia (Video Conference), A. Vanderhoof, P. Zeliff,
GCEDC / GGLDC Board Members:	
Staff:	M. Masse, E. Richardson, S. Hyde, J. Krencik
Guests:	T. Carpenter, J. Gsell
Absent:	C. Yunker

1. Call to Order / Enter Public Session

P. Zeliff called the meeting to order at 10:30 a.m. in the Innovation Zone.

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 10:30 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 10:53 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: October 30, 2018

P. Battaglia made a motion to approve the minutes from October 30, 2018; the motion was seconded by A. Vanderhoof. Roll call resulted as follows:

P. Zeff - Yes
P. Battaglia - Yes (Video Conference)
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 reminded the Committee that the imprest account was set up and on January 12, 2018 Empire State Development (ESD) deposited \$15.1M into the account. The first 9 Grant Utilization Request Forms (GURF) have been submitted and authorization has been received to release those funds. The requests have taken approx. 5-10 days to receive approval.

4b. Construction Update – M. Masse shared that asbestos abatement and demolition has begun on the remaining residences at STAMP.

4c. Barn Lease at STAMP (Norm Geiss) – One of the local farmers would like to rent the barn at the STAMP site to store some farm equipment over the winter.

M. Masse asked the Committee to recommend approval of a lease agreement with Norm Geiss for use of a Morton building for storage of farm equipment. The agreement expires on April 30, 2019 and includes a monthly rent of \$200.

A. Vanderhoof made a motion to recommend approval of a lease agreement with Norm Geiss as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

P. Zeff - Yes
P. Battaglia - Yes (Video Conference)
C. Yunker - Absent
A. Vanderhoof- Yes

The item was approved as presented.

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. e3communications will also continue to manage public relations activities and communications for the WNY STAMP site.

Funding is available and budgeted in the GCEDC budget. A National Grid grant has been requested to reimburse the Agency for half of the contract amount.

A. Vanderhoof made a motion to recommend approval of a contract with e3communications for 2019 STAMP public relations services for \$24,000; the motion was seconded by P. Battaglia. Roll call resulted as follows:

P. Zeff - Yes
P. Battaglia - Yes (Video Conference)
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 11:30 a.m., seconded by P. Battaglia and passed unanimously.