

STAMP Sewer Works, Inc.

Meeting Agenda

Thursday, August 7th, 2025

Location: 99 MedTech Drive, Innovation Zone

2:30 p.m.

Page #'s	Topic	Discussion Leader	Desired Outcome
	1a. Executive Session Motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105 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. 1b. Enter Public Session	P. Zeliff	
2-4	2. Chairman's Report & Activities 2a. Additions / Deletions to the Agenda 2b. Minutes: July 9, 2025	P. Zeliff	Vote
5	3. Discussions / Official Recommendations to the Board: 3a. Approval of Easements for Force Main	M. Masse	Disc / Vote
	3b. Appointment of Secretary	M. Masse	Disc / Vote
6	3c. Authorize Payment of \$415,000 to Village of Oakfield	M. Masse	Disc / Vote
	Adjournment	P. Zeliff	Vote

STAMP Sewer Works, Inc. Meeting
Wednesday, July 9, 2025
Location: 99 MedTech Drive, Innovation Room
9:00 AM

STAMP SEWER WORKS, INC. MINUTES

Attendance

Board Members: *P. Zeliff (Video Conference), T. Hens, R. Crossen, M. Clattenburg, C. Yunker, P. Battaglia, M. Cianfrini
Staff: M. Masse, P. Kennett, K. Galdun, L. Farrell, C. Suozzi, J. Krencik
Guests: M. Fitzgerald (Phillips Lytle – Video Conference), K. Fisher (Town of Alabama Supervisor), T. Palmarsano (Town of Basom Resident)
Absent:

**P. Zeliff attended the meeting via Video Conference, therefore he did not count towards the quorum.*

1.0 Call to Order - Enter Public Session

P. Zeliff, via video conference, called the meeting to order at 9:00 a.m. in the Innovation Zone.

1a. Enter Executive Session

P. Battaglia made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 9:01 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 C. Yunker and approved by all members present.

1b. Enter Public Session

C. Yunker made a motion to enter back into public session at 9:04 a.m., seconded by T. Hens and approved by all members present.

2.0 Chairman's Report & Activities:

2a. Agenda Additions / Other Business – Nothing at this time.

2b. Minutes: April 30, 2025

P. Battaglia made a motion to accept the April 30, 2025, minutes as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

M. Clattenburg -Yes
T. Hens - Yes
P. Battaglia – Yes
M. Cianfrini – Abstained

P. Zelif – N/A (Video Conference/Not officially in attendance)
R. Crossen - Yes
C. Yunker - Yes

M. Cianfrini abstained from this vote. He was not a Board member at the time and therefore not present during the prior meeting.

The item was approved as presented.

3.0 Discussions:

3a. Easements for Force Main – In conjunction with the installation of the force main from the STAMP site to the Village of Oakfield wastewater treatment facility, there are a number of easements needed. Based on a compensation model of \$2 per linear foot with a minimum of \$500, the following payments are needed for three easements:

1. Permanent Easement 1 and Permanent Easement 2 for a total of \$1,175
2. Permanent Easement 3 - \$500

Fund Commitment: \$1,675 from the \$56 million.

Committee Action Request: Approval of payment of \$1,675 to the holders of the easement numbers identified above.

C. Yunker made a motion to accept the approval to pay \$1, 675 for the above listed easements; the motion was seconded by R. Crossen. Roll call resulted as follows:

M. Clattenburg -Yes
T. Hens - Yes
P. Battaglia – Yes
M. Cianfrini – Abstained

P. Zelif – N/A (Video Conference/Not officially in attendance)
R. Crossen - Yes
C. Yunker - Yes

The item was approved as presented.

M. Cianfrini abstained from this vote. He was not a Board member at the time and therefore not present during the prior meeting.

Items 3b and 3c were jointly discussed and voted on as a combined matter.

3b. Sewer Supply Agreement – Village of Oakfield – The STAMP Sewer Works Corp. and the Village of Oakfield have proposed an agreement whereby the Village of Oakfield Waste Water Treatment Facility ("Oakfield WWTF") will accept and provide wastewater treatment services for sanitary sewer from STAMP tenants.

Fund Commitment: None. This agreement does set an amount that would be added to the treatment cost per 1,000 gallons to be paid by STAMP tenants.

Committee Action Request: Recommend approval of executing the Sewer Supply Agreement with the Village of Oakfield.

3c. Sewer Construction Agreement – Village of Oakfield – The STAMP Sewer Works Corp. and the Village of Oakfield have proposed an agreement whereby the Village of Oakfield Waste Water Treatment Facility (“Oakfield WWTF”) will allow construction of a force main and improvements to their WWTF.

Fund Commitment: Cost of the improvements as outlined in the agreement.

Committee Action request: Recommend approval of executing the Sewer Construction Agreement with the Village of Oakfield.

R. Crossen made a motion to accept the Resolution approving agreements related to the Construction of a sewer works system, including the execution of the Sewer Supply Agreement and the Sewer Construction Agreement with The Village of Oakfield as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

M. Clattenburg -Yes	P. Zelif – N/A (Video Conference/Not officially in attendance)
T. Hens - Yes	R. Crossen - Yes
P. Battaglia – Yes	C. Yunker - Yes
M. Cianfrini – Abstained	

The item was approved as presented.

M. Cianfrini abstained from the vote, citing his prior participation/vote regarding the same issue with the Village of Oakfield

4.0 Adjournment

As there was no further business, C. Yunker made a motion to adjourn at 9:08 a.m., which was seconded by M. Clattenburg and passed unanimously.

STAMP Sewer Works, Inc.

STAMP Sewer Works, Corp. approval of easements

Discussion: In conjunction with the installation of the force main from the STAMP site to the Village of Oakfield wastewater treatment facility, there are a number of easements needed. Since STAMP Sewer Works, Inc. will be the long term owner of the easements for the operation of the forcemain they are a needed signatory to the agreement. The easements seeking approval are as follows:

1. Permanent Easement 1, 2, 3, 4, 5, 6, 7, 8, 10 and 11 (PE 9 is no longer needed)
2. Temporary Easement 2 and 4 (TE 1 and 3 are no longer needed)

Fund Commitment: None.

Board Action Request: Approval of signing of easements.

Authorize payment of \$415,000 to Village of Oakfield

Discussion: STAMP Sewer Works Corp. has entered into an agreement with the Village of Oakfield where they will accept and treat the sanitary waste from the STAMP site. The agreement calls for STAMP Sewer Works Corp. to purchase 100,000 gallons per day of treatment capacity within the plant at \$4.15 per gallon.

Fund commitment: \$415,000 contingent upon transfer of funds from GGLDC.

Board action request: Approval of payment of \$415,000 to Village of Oakfield

3c

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