



**Thursday, January 12, 2017**  
**STAMP Committee Meeting - GCEDC**  
**Andrews Conference Room**  
**8:00 am**

**MINUTES**

**ATTENDANCE**

Committee Members:	P. Zelif, J. Rizzo, C. Yunker
GCEDC / GGLDC Board Members:	
Staff:	S. Hyde, M. Masse, E. Richardson
Guests:	Tom Carpenter (Clark Patterson Lee)
Absent:	P. Battaglia (participated via cell phone)

**1. Call to Order / Enter Public Session**

P. Zelif called the meeting to order at 8:03 am in the Andrews Conference Room.

**2. Executive Session**

C. Yunker made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 8:03 am, 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.
2. The proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.

The motion was seconded by J. Rizzo and approved by all members present.

**Re-Enter Public Session**

J. Rizzo made a motion to enter back into public session at 9:23 a.m., seconded by C. Yunker and approved by all.

**3. Chairman's Report & Activities**

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

**3b. Minutes: November 29, 2016**

**J. Rizzo made a motion to approve the Minutes from November 29, 2016 the motion was seconded by C. Yunker. Roll call resulted as follows:**

P. Zelif -	Yes
J. Rizzo -	Yes
P. Battaglia -	Absent
C. Yunker -	Yes

**The item was approved as presented.**

**4. Discussions / Official Recommendations to the Board:**

**4a. \$33M STAMP Grant Draw Review YTD -** M. Masse shared with the Committee an analysis of the \$33M STAMP Grant Draws. Draw #1 and Draw #2 have been received less reimbursement for the \$200K Village of Oakfield water tower payment. Draw #3 has been received less interest expense and Town of Alabama invoices ESD has requested additional information. Draws #4, #5 and #6 have been submitted and are awaiting reimbursement. All expenses are paid using the Line of Credit with KeyBank (formerly First Niagara) and repaid once the reimbursements are received from NYS. This will be reviewed again next month per the request of the Committee.

**4b. NYISO SIS Agreement –** M. Masse shared that the GCEDC has requested that a System Impact Study be completed on the 345kV power lines adjacent to the STAMP site. The New York Independent System Operator, Inc. (NYISO) will complete the study at an estimated cost of \$200,000.

M. Masse asked the Committee to recommend to the full Board approval to sign the System Impact Study agreement with costs not to exceed \$200,000. This expense will be covered under the \$33M ESD Grant and is within budget of the electrical design line item.

**J. Rizzo made a motion to recommend approval to sign the System Impact Study Agreement with costs not to exceed \$200,000; the motion was seconded by C. Yunker. Roll call resulted as follows:**

P. Zelif - Yes  
J. Rizzo - Yes  
P. Battaglia - Absent  
C. Yunker - Yes

**The item was approved as presented.**

**4c. CPL Bidding and Construction Inspection Proposal – Phase I and Phase II Water Project - \$380,000 –** M. Masse shared that Clark Patterson Lee has presented the GCEDC with a bidding and construction inspection contract for Phase I and Phase II of the water project in the Town of Alabama and STAMP. The contract is not to exceed \$380,000 and will be covered under the \$33M ESD Grant and is within budget of the Phase I and Phase II water construction line item.

M. Masse asked the Committee to recommend to the full board approval to sign the bidding and construction inspection contract with Clark Patterson Lee with costs not to exceed \$380,000.

**C. Yunker made a motion to recommend approval to sign the bidding and construction inspection contract with Clark Patterson Lee with costs not to exceed \$380,000; the motion was seconded by J. Rizzo. Roll call resulted as follows:**

P. Zelif - Yes  
J. Rizzo - Yes  
P. Battaglia - Absent  
C. Yunker - Yes

**The item was approved as presented.**

**4d. CPL Bidding and Construction Inspection Proposal – Onsite Roadway - \$165,000 -** M. Masse shared that Clark Patterson Lee has presented the GCEDC with a bidding and construction inspection contract for the onsite roadway at STAMP, including the turn lane and widening of Route 77 at the main entrance. The contract is not to

exceed \$165,000 and will be covered under the \$33M ESD Grant and is within budget of the onsite roadway construction line item.

M. Masse asked the Committee to recommend to the full board approval to sign the bidding and construction inspection contract with Clark Patterson Lee with costs not to exceed \$165,000.

P. Zelif questioned why the construction inspection line item included in the contract was so high. Considering the onsite roadway is significantly less linear feet, wouldn't the amount be considerably less?

T. Carpenter shared that the inspection fee would also include the turn lane at the main entrance and widening of Route 77, that's why it seems higher. If the Committee would prefer, language can be added to the contract that the tasks will be provided on a lump sum and percentage complete basis except for the Construction Inspection which will be completed on an hourly not to exceed basis.

**C. Yunker made a motion to recommend approval to sign the bidding and construction inspection contract with Clark Patterson Lee with costs not to exceed \$165,000 with changes as suggested; the motion was seconded by J. Rizzo. Roll call resulted as follows:**

P. Zelif - Yes  
J. Rizzo - Yes  
P. Battaglia - Absent  
C. Yunker - Yes

**The item was approved as presented.**

**4e. Seeler Engineering Project Labor Agreement (PLA) Administration Proposal – Phase I Water and Onsite Roadway - \$8,700** – M. Masse shared that Seeler Engineering has prepared a contract for their services related to the administration, oversight and implementation of the PLA in connection with the infrastructure construction at STAMP. The contract is not to exceed \$8,700 and will be covered under the \$33M ESD Grant and is within budget.

M. Masse asked the Committee to recommend to the full board approval to sign the contract with Seeler Engineering with costs not to exceed \$8,700.

**C. Yunker made a motion to recommend approval to sign the contract with Seeler Engineering with costs not to exceed \$8,700; the motion was seconded by J. Rizzo. Roll call resulted as follows:**

P. Zelif - Yes  
J. Rizzo - Yes  
P. Battaglia - Absent  
C. Yunker - Yes

**The item was approved as presented.**

**4f. Reimbursement to Town of Alabama for Roadway Site Plan Review** – M. Masse shared that the GCEDC has applied for site plan approval of design and engineering of a roadway at the STAMP site, including storm water maintenance. The Town of Alabama has hired Wendel Engineering, along with the Town attorney, to review the plans and recommend any actions to the Planning Board. The GCEDC has received the third invoice in connection with this review in the amount of \$5,079.22.

M. Masse asked the Committee to recommend to the full Board approval of payment in the amount of \$5,079.22 to the Town of Alabama to be covered under the \$5M ESD Grant within the construction budget of the roadway line item.

**J. Rizzo made a motion to recommend approval of payment in the amount of \$5,079.22 to the Town of Alabama; the motion was seconded by C. Yunker. Roll call resulted as follows:**

P. Zelif - Yes  
J. Rizzo - Yes  
P. Battaglia - Absent  
C. Yunker - Yes

**The item was approved as presented.**

### **Adjournment**

As there was no further business, C. Yunker made a motion to adjourn at 9:33 a.m., seconded by J. Rizzo and passed unanimously.