

STAMP Sewer Works, Inc.

Meeting Agenda

Wednesday, September 3rd, 2025

Location: 99 MedTech Drive, Innovation Zone

9:00 a.m.

Page #'s	Topic	Discussion Leader	Desired Outcome
	1. Call To Order – Enter Public Session	P. Zelif	
	<p>1a. Executive Session</p> <p>Motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105 for the following reasons:</p> <ol style="list-style-type: none"> 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. <p>1b. Enter Public Session</p>	P. Zelif	
2-5	<p>2. Chairman's Report & Activities</p> <p>2a. Additions / Deletions to the Agenda</p> <p>2b. Minutes: August 7, 2025</p>	P. Zelif	Vote
6	<p>3. Discussions / Official Recommendations to the Board:</p> <p>3a. Authorize Payment of \$415,000 to Village of Oakfield</p>	M. Masse	Disc / Vote
	Adjournment	P. Zelif	Vote

STAMP Sewer Works, Inc. Meeting
Thursday, August 7, 2025
Location: 99 MedTech Drive, Innovation Room
2:30 PM

STAMP SEWER WORKS, INC. MINUTES

Attendance

Board Members: R. Crossen, C. Yunker, P. Battaglia, M. Cianfrini, T. Hens (Video Conference)
Staff: M. Masse, P. Kennett, K. Galdun, C. Suozzi, J. Krencik
Guests: R. Ball (Empire State Development)
Absent: P. Zelif (GCEDC/GGLDC Board Member), M. Clattenburg (GCEDC/GGLDC Board Member)

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

1.0 Call to Order - Enter Public Session

P. Battaglia called the meeting to order at 2:30 p.m. in the Innovation Zone.

1a. Enter Executive Session

C. Yunker made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 2:31 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 R. Crossen and approved by all members present.

1b. Enter Public Session

P. Battaglia made a motion to enter back into public session at 2:38 p.m., seconded by M. Cianfrini and approved by all members present.

2.0 Chairman's Report & Activities:

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

2b. Minutes: July 9, 2025

R. Crossen made a motion to accept the July 9, 2025, minutes as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

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

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. Since STAMP Sewer Works, Inc. will be the long-term owner of the easements for the operation of the force main 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

M. Masse stated that the GCEDC had already approved these easements with the property owners for the force main project since the GCEDC would be funding the construction. STAMP Sewer Works would need to approve them as well, given they will be taking ownership and maintenance of that line going forward. He also stated that these easements complete the necessary ones for the project.

C. Yunker expressed his appreciation towards the landowners and for their cooperation in this process.

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

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

The item was approved as presented.

3b. Appointment of a Secretary – Due to a prior resignation of a board member, there had been a vacancy for the office of Secretary on the STAMP Sewer Works Board.

C. Yunker made a motion to appoint M. Cianfrini as the STAMP Sewer Works Secretary; the motion was seconded by R. Crossen. Roll call resulted as follows:

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

The item was approved as presented.

M. Masse noted that there was also a committee vacancy on the Governance Committee where S. Mountain was and that committee appointments are done by the board chair, so we'll talk with P. Zelif to fill that vacancy.

3c. Authorize payment of \$415,000 to Village of Oakfield – 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

R. Ball entered the meeting at 2:43 p.m.

M. Masse stated that the payment would be made to the Village of Oakfield contingent upon the GGLDC approving the transfer of the funds. He said that the GGLDC Audit & Finance Committee had already approved the item and made recommendation to the full board, so this approval would allow payment to the Village of Oakfield in accordance with the agreement.

C. Yunker questioned the full amount being paid up front based on the anticipated volume versus paying as needed. M. Masse responded that this would be reserving the capacity within the plant, securing that amount for future development, and alleviating the need to come back to the board each time for approval. It would be similar to the agreement the City of Batavia and Town of Batavia have for capacity for Ag Park.

R. Crossen asked where the source of the funds were coming from and M. Masse responded that the source would be from the GGLDC, and that they had been receiving payments from Plug Power under an infrastructure agreement and that they had reserved those funds for any future infrastructure at the STAMP site.

C. Yunker made a motion to approve the payment of \$415,000 to the Village of Oakfield for purchasing 100,000 gallons per day of treatment capacity for the STAMP site as presented; the motion was seconded by R. Crossen. Roll call resulted as follows:

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

M. Cianfrini abstained from his vote on this agenda item due to his relationship with the Village of Oakfield. This caused a lack of quorum for the vote.

This item was tabled to a future meeting.

M. Masse stated that due to the timeline associated with this agreement, another meeting would need to be scheduled within the next couple of weeks.

4.0 Adjournment

As there was no further business, R. Crossen made a motion to adjourn at 2:45 p.m., which was seconded by C. Yunker and passed unanimously.

Mark Masse

STAMP Sewer Works, Inc.

Authorize payment of \$415,000 to Village o 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