

STAMP Sewer Works, Inc. Meeting
Tuesday, September 30, 2025
Location: 99 MedTech Drive, Innovation Room
9:30 AM

STAMP SEWER WORKS, INC. MINUTES

Attendance

Board Members: R. Crossen, C. Yunker, P. Zelif, M. Clattenburg, P. Battaglia, T. Hens
Staff: M. Masse, L. Farrell, K. Galdun, P. Kennett
Guests:
Absent: M. Cianfrini

1.0 Call to Order - Enter Public Session

P. Zelif called the meeting to order at 9:33 a.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 9:34 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.

1b. Enter Public Session

M. Clattenburg made a motion to enter back into public session at 9:45 a.m., seconded by C. Yunker and approved by all members present.

2.0 Chairman's Report & Activities:

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

2b. Minutes: September 3, 2025

C. Yunker made a motion to accept the September 3, 2025, minutes as presented; the motion was seconded by R. Crossen. Roll call resulted as follows:

M. Clattenburg -Yes	P. Zelif – Yes
R. Crossen - Yes	C. Yunker – Yes
M. Cianfrini – Absent	T. Hens – Yes
P. Battaglia – Yes	

The item was approved as presented.

3.0 Discussions:

3a. O & M Contract With Camden For Onsite Sewer – The current onsite sewer facilities consist of gravity sewer to a pump station and force main to the hold and haul tank. The Camden Group has submitted a proposal to take care of daily checks on the system.

Fund Commitment: \$1,000 per month with these costs to be billed to tenants in the normal course of business once the volume increases.

Board Action Request: Recommend approval of the operation and maintenance contract with the Camden Group for the onsite sewer utilities at STAMP.

The board reviewed the proposed O&M contract for the onsite sewer. M. Masse confirmed the contract would begin on the first day of operation, with meter charges billed to Edwards. In response to P. Zelif's question regarding unexpected repairs, M. Masse stated that coverage would depend on the type of repair and that he would confirm details with Camden. He noted that the proposal listed callback invoices at a two-hour minimum of \$125 per hour (Mon.-Sat.) and \$150 per hour (Sunday/Holidays), depending on the day of service.

M. Masse also clarified that the current installation is temporary until the full force main into Oakfield is complete. The existing pump and lift station will eventually serve as the main system once upgraded to pump to Oakfield.

C. Yunker asked about the contract's duration, and M. Masse responded that while no term is currently specified, one could be added with the option to cancel if needed.

When M. Clattenburg asked about an out clause, M. Masse responded that it was similar to the hold and haul contract where it could be terminated at any time.

P. Battaglia made a motion to approve the operation and maintenance contract with Camden Group for the onsite sewer utilities at STAMP as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

M. Clattenburg -Yes	P. Zelif – Yes
R. Crossen - Yes	C. Yunker – Yes
M. Cianfrini – Absent	T. Hens – Yes
P. Battaglia – Yes	

The item was approved as presented.

4.0 Adjournment

As there was no further business, C. Yunker made a motion to adjourn at 9:48 a.m., which was seconded by M. Clattenburg and passed unanimously.