



**GCEDC STAMP Committee Meeting**  
**Wednesday, June 28, 2023**  
**Location: 99 MedTech Drive, Innovation Zone**  
**8:00 a.m.**

**MINUTES**

**ATTENDANCE**

Committee Members: M. Clattenburg, C. Yunker, P. Zeliff  
Staff: M. Masse, L. Casey, L. Farrell, S. Hyde, C. Suozzi, P. Kennett, J. Krencik  
Guests: M. Fitzgerald (Phillips Lytle/Video Conference), Jim O'Connor (Phillips Lytle/Video Conference), R. Crossen (Town of Alabama Supervisor), M. Gray (GCEDC Board Member/Video Conference)  
Absent: C. Kemp

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

P. Zeliff called the meeting to order at 8:00 a.m. in the Innovation Zone.

**1a. Executive Session**

C. Yunker made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 8:00 a.m., for the following reasons:

1. Discussions regarding proposed, pending, or current litigation.
2. 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.
3. 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 M. Clattenburg and approved by all members present.

**1b. Re-Enter Public Session**

C. Yunker made a motion to enter back into public session at 8:50 a.m., seconded by M. Clattenburg and approved by all.

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

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

**2b. Minutes: May 31, 2023**

**C. Yunker made a motion to approve the May 31, 2023 minutes; the motion was seconded by M. Clattenburg. Roll call resulted as follows:**

P. Zeliff - Yes

C. Yunker - Yes  
M. Clattenburg – Yes  
C. Kemp - Absent

**The item was approved as presented.**

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

**3a. Easement Approval** – In conjunction with the installation of the force main from the STAMP site to the direct discharge point at Oak Orchard Creek, there are several easements needed. We are seeking approval of the following easement:

1. Permanent Easement 7 - \$1,000

**Fund Commitment:** \$1,000 from the \$33 million.

**Board Action Request:** Approval of payment of \$1,000 to the holder of the easement number identified above.

**C. Yunker made a motion to recommend to the full Board the approval of the ROW easement payment not to exceed \$1,000 as presented; the motion was seconded by M. Clattenburg. Roll call resulted as follows:**

P. Zelif - Yes  
C. Yunker - Yes  
M. Clattenburg – Yes  
C. Kemp - Absent

**3b. Sale of Topsoil** - The GCEDC has approximately 8,000 cubic yards of unscreened topsoil stockpiled on the site of the future WWTF. To construct the WWTF in the future, this topsoil will need to be moved or sold. Morsch Pipeline would like to purchase 8,000 cubic yards of the topsoil at \$3.00 per cubic yard. This appears to be within the market rate.

**Fund Commitment:** None.

**Board Action Request:** Approval of sale of topsoil to Morsch Pipeline at \$3.00 per cubic yard.

**M. Clattenburg made a motion to recommend to the full Board the approval of the sale of topsoil to Morsch Pipeline at \$3.00 per cubic yard as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:**

P. Zelif - Yes  
C. Yunker - Yes  
M. Clattenburg – Yes  
C. Kemp - Absent

**3c. Phillips Lytle – 2023 Additional Contract** - Phillips Lytle has prepared a proposal to cover the scope of work for the last six months of 2023 as it relates to Tech Team support for the off-site sewer permitting and wetland permitting, the wastewater treatment facility permitting, and force main installation.

**Fund Commitment:** Not to exceed \$350,000 to be included in the \$8 million.

**Board Action Request:** Recommend approval to the full Board of Phillips Lytle contract not to exceed \$350,000.

**M. Clattenburg made a motion to recommend to the full Board the approval of the Phillips Lytle Contract to cover the last six months of 2023 as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:**

C. Yunker expressed frustration at the amount of time and money that is required to overcome the roadblocks that have hindered economic development at the STAMP site to date.

P. Zeff - Yes  
C. Yunker - Yes  
M. Clattenburg – Yes  
C. Kemp - Absent

**3d. Keeler Change Order** - In conjunction with the construction of the lay down area to be utilized by National Grid for the power line reroute and the installation of the hold and haul tank, Keeler Construction is seeking a change order to cover the increase in costs of the project that have occurred. This project was originally scheduled to be completed in February of 2022 but had to be postponed due to issues with the NYSDEC. These two bids were issued as one contract. The board previously approved a change order increase of \$13,930 which would have been a \$25,000 reduction. Keeler stated that the payment amount should be \$25,000 resulting in an increase of \$20,000 to the change order. The change order will only be on the net overage of the total contract after combining the two.

**Fund Commitment:** An additional \$6,070 from the agency operating funds.

**Board Action Request:** Approval of increase in change order of \$6,070 to Keeler Construction Inc.

**C. Yunker made a motion to recommend to the full Board the approval of the Keeler change order not to exceed \$6,070 as presented; the motion was seconded by M. Clattenburg. Roll call resulted as follows:**

P. Zeff - Yes  
C. Yunker - Yes  
M. Clattenburg – Yes  
C. Kemp - Absent

#### **4. Adjournment**

As there was no further business, M. Clattenburg made a motion to adjourn at 8:54 a.m., seconded by C. Yunker and passed unanimously.