



Meeting Agenda – STAMP Committee
 Genesee County Economic Development Center
 Wednesday, October 29th, 2025 - 8:00 a.m.
 Location: 99 MedTech Drive, Innovation Zone

Page #'s	Topic	Discussion Leader	Desired Outcome
	1. Call to Order – Enter Public Session	P. Zelif	
	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. 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. 1b. Enter Public Session	P. Zelif	
2-3	2. Chairman's Report & Activities 2a. Agenda Additions / Deletions / Other Business 2b. Minutes: October 1, 2025	P. Zelif	Vote
4 5-7 8-9 10-14	3. Discussions / Official Recommendations to the Board: 3a. NYPA Reimbursement Amount 3b. Town of Alabama Site Plan Review Fees – Water Tank 3c. Mowing for STAMP with Town of Alabama Highway Dept. 3d. Reimbursement to Genesee County – Engineering Review of the Basis of Design Report	M. Masse M. Masse M. Masse M. Masse	Disc / Vote Disc / Vote Disc / Vote Disc / Vote
	4. Adjournment	P. Zelif	Vote



GCEDC STAMP Committee Meeting
Wednesday, October 1, 2025
Location: 99 MedTech Drive, Innovation Zone

8:00 a.m.

MINUTES

ATTENDANCE

Committee Members: M. Clattenburg, C. Yunker, P. Zeliff
Staff: M. Masse, L. Farrell, K. Galdun, C. Suozzi, J. Krencik
Guests: R. Crossen (Town of Alabama Supervisor), M. Fitzgerald (Phillips Lytle), M. Landers (Genesee County Manager)
Absent: C. Kemp

1. Call to Order / Enter Public Session

P. Zeliff called the meeting to order at 8:01 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 8:02 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 a 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

M. Clattenburg made a motion to enter back into public session at 8:21 a.m., seconded by C. Yunker and approved by all.

2. Chairman's Report & Activities

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

2b. Minutes: September 3, 2025

C. Yunker made a motion to approve the September 3, 2025, 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. Substation Change Order – O’Connell – The GCEDC has a contract with O’Connell Electric for construction of the substation at STAMP. They have submitted two change orders, one of which is due to the current tariffs on copper wire. These increases of \$437,093 and \$72,909 will be taken out of the \$1,000,000 contingency line item in the original contract so there is no overall increase to the contract amount.

Fund Commitment: None as it is covered under the contingency line item of the original contract.

Board Action Request: Recommend approval of the two change orders.

M. Masse stated that the increase was a result of the rising price of copper and the tariffs on it. O’Connell would like to pull the increased amounts from the \$1M contingency line item, but M. Masse expressed concern that this would eliminate any room for future unforeseen costs as well.

P. Zeliff pointed out that this contract was originally approved almost a year ago and that the price of copper has nearly doubled since then.

C. Yunker made a motion to recommend to the full Board the approval of the two change orders for O’Connell as presented; 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.

4. Adjournment

As there was no further business, M. Clattenburg made a motion to adjourn at 8:24 a.m., seconded by C. Yunker and passed unanimously.

Cost Reimbursement Agreement with NYPA

Discussion: The GCEDC has previously signed a Cost Reimbursement Agreement (CRA) with NYPA for the review of the design and engineering for the substation at the STAMP site.

Fund commitment: Additional \$500,000 included in the \$56 million.

Committee action request: Recommend approval to fund the CRA for an additional \$500,000.

Reimbursement to Town of Alabama for site plan review of on site water tank

Discussion: The GCEDC had completed the site plan approval of design and engineering of the on site water storage tank. The Town of Alabama hired Wendel Engineering to review the plans and recommend any actions to the Planning Board along with their Special Project Manager. The Planning Board approved the project. The GCEDC has received the attached invoice in connection with this review in the amount of \$875.00.

Fund commitment: The \$875.00 is covered under the existing \$56 million NYESD grant.

Committee action request: Recommend approval to the full Board to pay \$875.00 to the Town of Alabama.

Invoice

TOWN OF ALABAMA

TO: GCEDC
 99 MedTech Dr., Suite 106
 Batavia, NY 14020

VIA Email to Mark Masse

	Invoice Date		
	October 8, 2025		

Original Inv.	Description	Phase	Amount
	GCEDC Water Tank on STAMP		
	Boylan Law Office Invoice 3/5/25 to 10/7/25		
	Invoice attached		\$875.00
Total Amount Due			\$ 875.00

Please make checks payable to Town Of Alabama and send to 2218 Judge Road Oakfield, NY 14125

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6

BOYLAN LAW OFFICE, LLP

ATTORNEYS AND COUNSELORS AT LAW
P.O. BOX 307, 45 WEST MAIN STREET
LE ROY, NEW YORK 14482-0307
(585) 768-8148 FAX (585) 768-7738

PAULS. BOYLAN

MARK S. BOYLAN

PAULA. BOYLAN
(1902-1997)
LAURENCE W. BOYLAN
(RETIRED)

October 7, 2025

TOWN OF ALABAMA
ROBERT CROSSEN, SUPERVISOR
2218 JUDGE ROAD
OAKFIELD, NY 14125

SERVICES FROM MARCH 5, 2025 THROUGH OCTOBER 7, 2025

To all services in connection with the GCEDC Fire Suppression Tank at the STAMP site, conferences with Supervisor Crossen, CEO of GCEDC Mark Masse, Town Engineer Rob Klavoon.

2.5 hrs. @ \$350.00/hr.= \$875.00

Mowing for STAMP with Town of Alabama Highway Dept

Discussion - The GCEDC received a proposal for mowing of the stormwater pond and the open area from the substation to Crosby Road at STAMP for 2024, twice a year.

Fund commitment: \$7,995 from operational funds of STAMP.

Board action request: Approval of mowing contract for \$7,995 with Town of Alabama Highway Department.

Reimbursement to Genesee County for engineering review of the Basis of Design Report (BODR)

Discussion: The GCEDC had completed the basis of design report for the sewer line to the Village of Oakfield wastewater treatment plant. Genesee County will be hiring an outside engineering firm to review the BODR on behalf of the Genesee Orleans Health Department.

Fund commitment: Not to exceed \$20,000 that is covered under the existing \$56 million NYESD grant.

Committee action request: Recommend approval to the full Board to pay up to \$20,000 to Genesee County to reimburse them for expenditures related to the review of the BODR.



October 23, 2025

Laura Wadhams
Commissioner
Genesee County Department of Public Works
153 Cedar Street
Batavia, NY 14020

**RE: Proposal for Professional Services
Review of Proposed STAMP Wastewater Infrastructure
LaBella Proposal No.: P2506591**

Dear Commissioner Wadhams:

LaBella Associates, D.P.C. ("LaBella") is pleased to submit the following proposal to provide professional services to Genesee County ("County") to review wastewater infrastructure design documentation prepared by Genesee County Economic Development Center (GCEDC) proposed to serve the Western New York Science & Technology Advanced Manufacturing Park (STAMP). This proposal outlines our understanding of the project scope, timeline, and estimation of required effort.

Our LaBella team has extensive experience with sanitary collection system evaluation and improvement projects including work of similar scope and size in the Village of Attica, Town of Irondequoit, Town of Victor, City of Hornell, and the Borough of Elkland. Attached to this proposal is a document that summarizes a recent project in Steuben County, completed on behalf of three communities and with the involvement of two Industrial Development Agencies, that is an example of our Rochester-based team's recent experience in the evaluation and design of the type of wastewater infrastructure proposed by GCEDC. Our Civil Division includes over 250 professionals, if a situation or problem arises that we have not experienced locally, we have an incredible pool of talent and professional experience to draw from.

PROJECT UNDERSTANDING & SCOPE OF SERVICES

We understand GCEDC has prepared design documentation that presents proposed wastewater infrastructure to be constructed to serve the STAMP facility in the Town of Alabama, NY. We have familiarized ourselves with the following such documents, which outline proposed sanitary sewer piping, sanitary pump stations, and Village of Oakfield Wastewater Treatment Facility improvements:

- Permit / Agency Review Drawings for GCEDC Oakfield Force Main, dated September 2025 (67 drawings)
- Village of Oakfield Wastewater Treatment Facility Proposed Connection of STAMP Force Main Basis of Design Report, revised September 2025 (46 pages plus figures and appendices)

We understand the County is seeking professional services to review, from a public health perspective, the documents' conformance with the Recommended Standards for Wastewater Facilities, 2014 Edition (commonly referred to as "Ten States Standards") and TR-16 Guides for the Design of Wastewater Treatment Works, 2016 Revision (commonly referred to as "TR-16").

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11



Based on our understanding of the project and the County's desired services, we propose the following scope of services.

- Review the aforementioned documents prepared by GCEDC for conformance with Ten States Standards and TR-16. To the extent necessary to complete this task, we will review available information related to proposed system operation and hydraulic design.
 - Please note the GCEDC Basis of Design Report references reports prepared by Mountain Engineering in 2017 and 2022. For the purposes of this proposal, we have assumed that review of those reports is excluded from LaBella's scope of services.
- Complete a targeted, high-level review of the proposed method of providing power (via the proposed diesel generator) during a power outage, as related to pump station reliability. This consideration will allow us to offer a professional opinion related to the sufficiency of backup power (as shown on available Drawings) to avoid the release of untreated sanitary flow during a power outage.
- Prepare a summary report to document the review undertaken, the results of the review, and concerns, questions, or recommendations for further work, if any, that may arise.

Throughout the work, we will maintain open communication with the County to ensure the County remains informed about project status and progress. We will be available for phone calls, video meetings, and/or in-person meetings if requested by the County.

PROPOSED FEE AND SCHEDULE

Based on the Project Understanding and Scope of Services presented above, we propose to assist the County as a partner in this Project on an hourly not-to-exceed basis, by establishing a not-to-exceed fee amount of \$20,000 and proceeding based upon the following hourly rates. We will invoice the County monthly based on the effort expended.

- Senior Engineer: \$250
- Project Manager: \$210
- Project Engineer: \$160
- Project Designer: \$140
- Junior Designer: \$95

We understand the County desires that Work on this project begin promptly. Given the current workload of the firm and our desire to meet the County's schedule requirements, we are prepared to begin work as outlined within the Scope of Services immediately upon receiving notice to proceed. Given our understanding of the project as outlined in this proposal, we anticipate the ability to deliver to you the final summary report within four (4) weeks after notice to proceed.

If this proposal is acceptable, please advise and we will prepare and send to you a proposed Professional Services Agreement for you to sign.

If you have any questions or require further clarification, please do not hesitate to contact me directly at (585) 750-0506 or via e-mail at mhiggins@labellapc.com. We appreciate the opportunity to provide this proposal to the County and look forward to working with you on this project.

Respectfully submitted,

LaBella Associates

301

2
12



Matthew Higgins

Matthew Higgins, P.E.
Water/Wastewater Engineer / Team Leader

3d

HORNELL INTERMUNICIPAL SEWER IMPROVEMENTS

CLIENT PARTNER

Mitch Cornish
 Superintendent of Public Works
 City of Hornell
 82 Main St., PO Box 627
 Hornell, NY 14843
 (607) 324-7421
 mcornish@cityofhornell.com

Participating Municipalities and Development Agencies:

- City of Hornell
- Town of Hornellsville
- Village of North Hornell
- City of Hornell IDA
- Steuben County IDA

The City of Hornell owns and operates an activated sludge Water Pollution Control Plant (WPCP), which is permitted under the New York State Pollution Elimination Discharge System (SPDES) to treat 4.0 MGD average daily flow, and has the capacity to treat up to 8.0 MGD peak hourly flow.

The WPCP and its collection system serve the City of Hornell and parts of the neighboring Village of North Hornell and Town of Hornellsville. Four significant industrial users discharge wastewater to the collection system for treatment at the WPCP, one of which (a large dairy producer) is located at the northern-most point of the collection system. The service area is located near the western border of Steuben County, New York, and comprises approximately 4 square miles.

The City, Village, and Town, in partnership with LaBella and the City of Hornell IDA and the Steuben County IDA, completed an engineering evaluation of the following system facilities, as documented in a preliminary engineering report (PER) published in May 2025.

- Three pump stations in the Town, one in the Village, and four in the City.
- Trunk line piping between the pump stations north of the City.



Based on the engineering evaluation completed and as outlined in the May 2025 PER, LaBella recommends the following improvements:

- Within the Town: Replace three pump stations (new wet wells and pumping equipment) and replace aging trunk line piping.
- Within the Village: Replacement of one pump station (new wet well and pumping equipment) and lining of trunk main piping (in accordance with CCTV inspection completed in 2022).
- Within the City: Repair four existing wet wells and replace aging pumping equipment.

The opinion of probable cost to complete the recommended improvements is \$16,782,000, assuming a construction midpoint of late 2028

After completion of the engineering evaluation and preliminary engineering report, the communities engaged LaBella to assist with completion of SEQR/SHPO review, prepare and submit funding applications, and provide ongoing support to develop necessary agreements to establish ownership and O&M responsibilities for the system.

