



Meeting Agenda – STAMP Committee
 Genesee County Economic Development Center
 Wednesday, December 3, 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: <ol style="list-style-type: none"> 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	
2-4	2. Chairman’s Report & Activities 2a. Agenda Additions / Deletions / Other Business 2b. Minutes: October 29, 2025	P. Zelif	Vote
5	3. Discussions / Official Recommendations to the Board: 3a. Sale of Topsoil	M. Masse	Disc / Vote
	4. Adjournment	P. Zelif	Vote



GCEDC STAMP Committee Meeting
Wednesday, October 29, 2025
Location: 99 MedTech Drive, Innovation Zone

8:00 a.m.

MINUTES

ATTENDANCE

Committee Members: M. Clattenburg, C. Yunker, C. Kemp
Staff: M. Masse, L. Farrell, K. Galdun, C. Suozzi, J. Krencik, P. Kennett
Guests: R. Crossen (Town of Alabama Supervisor), M. Fitzgerald (Phillips Lytle), R. Ball (Empire State Development)
Absent: P. Zeliff

1. Call to Order / Enter Public Session

C. Yunker called the meeting to order at 8:03 a.m. in the Innovation Zone.

1a. Executive Session

C. Kemp made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 8:04 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.

R. Ball joined the meeting at 8:13 a.m.

1b. Re-Enter Public Session

M. Clattenburg made a motion to enter back into public session at 8:26 a.m., seconded by C. Kemp and approved by all.

2. Chairman's Report & Activities

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

2b. Minutes: October 1, 2025

M. Clattenburg made a motion to approve the October 1, 2025, minutes; the motion was seconded by C. Kemp. Roll call resulted as follows:

2b

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

The item was approved as presented.

3. Discussions / Official Recommendations to the Board:

3a. NYPA Reimbursement Amount – 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.

Board Action Request: Recommend approval to fund the CRA for an additional \$500,000.

C. Kemp made a motion to recommend to the full Board the approval of funding the CRA for an additional \$500,000 as presented; the motion was seconded by M. Clattenburg. Roll call resulted as follows:

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

The item was approved as presented.

3b. Town of Alabama Site Plan Review Fees – Water Tank – The GCEDC had completed the site plan approval of design and engineering of the onsite 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.

Board Action Request: Recommend approval to the full Board to pay \$875.00 to the Town of Alabama.

M. Clattenburg made a motion to recommend to the full Board the approval of paying \$875.00 to the Town of Alabama as presented; the motion was seconded by C. Kemp. Roll call resulted as follows:

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

The item was approved as presented.

2b

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3c. Mowing for STAMP with Town of Alabama Highway Dept. – The GCEDC received a proposal for mowing of the stormwater pond and the open area from the substation to Crosby Road at STAMP for 2026, twice a year.

R. Ball left the meeting at 8:29 p.m.

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.

R. Crossen stated that he would make sure they keep track of the hours spent on mowing for the 2026 season.

M. Clattenburg made a motion to recommend to the full Board the approval of the mowing contract for STAMP with Town of Alabama Highway Department for \$7,995 as presented; the motion was seconded by C. Kemp. Roll call resulted as follows:

P. Zeliff - Absent
C. Yunker - Yes
M. Clattenburg - Yes
C. Kemp - Yes

The item was approved as presented.

3d. Reimbursement to Genesee County – Engineering Review of the Basis of Design Report – 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.

Board 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.

C. Kemp made a motion to recommend to the full Board the approval of reimbursing Genesee County for expenditures related to the review of the BODR, not to exceed \$20,000 as presented; the motion was seconded by M. Clattenburg. Roll call resulted as follows:

P. Zeliff - Absent
C. Yunker - Yes
M. Clattenburg - Yes
C. Kemp - Yes

The item was approved as presented.

4. Adjournment

As there was no further business, M. Clattenburg made a motion to adjourn at 8:30 a.m., seconded by C. Kemp and passed unanimously.

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STAMP sale of topsoil from the laydown area

Discussion: STAMP has approximately 15,000 cubic yards of topsoil that are stockpiled on the site. Keeler would like to purchase up to 13,000 cubic yards of the topsoil at \$3.50 per cubic yard. This would remove almost all of the current stockpile of topsoil on the STAMP site.

The current market rate for the resale of topsoil appears to be in the \$20 to \$25 range. Please keep in mind this price includes the material, machine and labor to load, trucking to Barre stone to be screened, testing to meet DOT standards, amending the material as required, covering and storing.

In August of 2022 the STAMP Committee had reviewed an offer from Keeler for \$3.50 per cubic yard for 1,000 cubic yards of topsoil. The Committee recommended that no additional sales of topsoil should be made as there may be future needs for topsoil as construction continues to progress. Additionally, C. Yunker stated that for future reference he believes market rate is higher.

The Committee approved the sale of 1,000 cubic yards. Keeler did not take the topsoil. There has been no need for the topsoil at the STAMP site since 2022 and the other construction projects have had a surplus of topsoil that they are storing on their site or was sent to the Town.

Fund Commitment: None.

Board Action Request: Approval of sale of up to 13,000 cubic yards of topsoil to Keeler (Barre Stone) for \$4.00 a cubic yard.