



GCEDC STAMP Committee Meeting
Wednesday, July 9, 2025
Location: 99 MedTech Drive, Innovation Zone
8:00 a.m.

MINUTES

ATTENDANCE

Committee Members: M. Clattenburg, C. Kemp, C. Yunker, *P. Zeliff (Video Conference)
Staff: M. Masse, L. Farrell, P. Kennett, K. Galdun, C. Suozzi, J. Krencik
Guests: R. Crossen (Town of Alabama Supervisor), M. Fitzgerald (Phillips Lytle- Video Conference), P. Battaglia (GCEDC/GGLDC Board Member), K. Fisher (Town of Alabama Supervisor), E. Borek (Phillips Lytle – Video Conference), M. Landers (Genesee County Manager), M. Boylan (Genesee County), T. Palmarsano (Town of Basom Resident)

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

1. Call to Order / Enter Public Session

P. Zeliff, via video conference, called the meeting to order at 8:02 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.

E. Borek and M. Landers left the meeting at 8:43 a.m.

1b. Re-Enter Public Session

C. Yunker made a motion to enter back into public session at 8:43 a.m., seconded by M. Clattenburg and approved by all.

T. Palmarsano entered the meeting at 8:43 a.m.

2. Chairman's Report & Activities

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

2b. Minutes: June 4, 2025

C. Yunker made a motion to approve the June 4, 2025, minutes; the motion was seconded by C. Kemp. Roll call resulted as follows:

P. Zelif - N/A (Video Conference - Not officially in attendance)
C. Yunker - Yes
M. Clattenburg - Yes
C. Kemp - Yes

The item was approved as presented.

3. Discussions / Official Recommendations to the Board:

3a. Easements for Force Main Project – 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. Based on a compensation model of \$2 per linear foot with a minimum of \$500, the following payments are needed for three easements:

1. Permanent Easement 1 and Permanent Easement 2 for a total of \$1,175
2. Permanent Easement 3 - \$500

Fund Commitment: \$1,675 from the \$56 million.

Board Action Request: Approval of payment of \$1,675 to the holders of the easement numbers identified above.

C. Yunker made a motion to recommend to the full Board the approval to pay \$1,675 for the above mentioned Easements for the Force Main Project, as presented; the motion was seconded by C. Kemp. Roll call resulted as follows:

P. Zelif - N/A (Video Conference - Not officially in attendance)
C. Yunker - Yes
M. Clattenburg - Yes
C. Kemp - Yes

The item was approved as presented.

3b. Town of Alabama Water Tank Review Fees – 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 invoices in connection with this review in the amount of \$7,242.92.

Fund Commitment: The \$7,242.92 is covered under the existing \$56 million grant.

Board Action Request: Recommend approval to the full Board to pay \$7,242.92 to the Town of Alabama.

C. Yunker made a motion to recommend to the full Board the approval to pay \$7,242.92 to the Town of Alabama as presented; the motion was seconded by M. Clattenburg. Roll call resulted as follows:

P. Zelif - N/A (Video Conference - Not officially in attendance)
C. Yunker - Yes
M. Clattenburg – Yes
C. Kemp - Yes

The item was approved as presented.

3c. Marshalling Yard Agreement with National Grid – In connection with National Grid’s rebuild of the Lockport Line 112 they are looking to utilize up to five acres of land owned by the GCEDC as a marshalling yard for their equipment and materials. In July of 2024 the GCEDC approved a temporary use agreement with National Grid for \$1,500 per month for a period of 12 months, with the ability to extend another 12 months with notification. National Grid would like to extend this agreement for another two years to July 2028 at \$1,500 per month.

Fund Commitment: None.

Board Action Request: Recommend approval to the full Board the marshalling yard agreement with National Grid.

M. Clattenburg made a motion to recommend to the full Board the approval of the Marshalling Yard Agreement with National Grid as presented; the motion was seconded by C. Kemp. Roll call resulted as follows:

P. Zelif - N/A (Video Conference - Not officially in attendance)
C. Yunker - Yes
M. Clattenburg – Yes
C. Kemp - Yes

The item was approved as presented.

3d. Electric Service Installation with National Grid – In connection with installation of the sewer service for the Edwards project, National Grid needs to install power to the location for the pump station. They have provided a proposal of \$8,783.50 to complete this work.

Fund Commitment: \$8,783.50 to be covered under the existing \$56 million grant.

Board Action Request: Recommend approval to the full Board the electric service installation proposal with National Grid.

C. Yunker made a motion to recommend to the full Board the approval of the electric service installation proposal with National Grid, not to exceed \$8,783.50 as presented; the motion was seconded by C. Kemp. Roll call resulted as follows:

P. Zelif - N/A (Video Conference - Not officially in attendance)

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

The item was approved as presented.

Item 3e was discussed for informational purposes only and did not require any formal action; therefore, no vote was conducted

3e. Letter of Credit – This item was discussed at the last meeting. It was previously discussed that there would be a 1% annual fee that would have to be paid related to the line of credit. However, since then, we received conflicting information regarding the specific requirements from NYPA, L. Farrell stated that she had reached back out to NYPA for further clarification and was currently awaiting their response. She did reach out to Five Star Bank, Key Bank, and Tompkins to inquire about the letter of credit, given we already work with each of them. She was hoping to have more clarification on the requirements prior to the Board meeting. L. Farrell also stated the annual fee could be as low as .5%, in which case no additional approval would be required.

3f. Appointment of Phillips Lytle as Special Counsel – With recent litigation filed against the GCEDC, the staff recommends that the Board 1) appoints Phillips Lytle as special counsel for the current litigation and 2) approves funds to be expended up to \$25,000 to cover the insurance deductible.

Fund Commitment: \$25,000 to be covered under operating funds.

Committee Action request: Recommend approval to the full Board of the appointment of Phillips Lytle as special counsel for the current litigation and approve funds to be expended up to \$25,000 to cover the insurance deductible.

P. Zeliff inquired about whether Phillips Lytle would be representing the Town of Alabama. M. Masse clarified that the purpose of the agenda item was to appoint Phillips Lytle as special counsel to initiate the litigation process, with a more detailed discussion regarding the Town's legal position to follow at a later date.

M. Clattenburg made a motion to recommend to the full Board the approval of appointing Phillips Lytle as Special Counsel, for the current litigation and approve funds to be expended up to \$25,000 to cover the insurance deductible as presented; the motion was seconded by C. Kemp.

Roll call resulted as follows:

P. Zeliff - N/A (Video Conference - Not officially in attendance)
C. Yunker - Yes
M. Clattenburg – Yes
C. Kemp - Yes

The item was approved as presented.

4. Adjournment

As there was no further business, C. Yunker made a motion to adjourn at 8:50 a.m., seconded by C. Kemp and passed unanimously.