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GGLDC Board Meeting

Thursday, June 5, 2025

**Location: 99 MedTech Drive, Innovation Zone
4:00 PM**

GGLDC MINUTES

Attendance

Board Members: P. Zelif, M. Clattenburg, C. Yunker, M. Brooks, S. Noble-Moag, G. Torrey, P. Battaglia, J. Tretter, D. Cunningham
Staff: L. Farrell, M. Masse, C. Suozzi, P. Kennett, K. Galdun, J. Krencik
Guests: K. Manne (GCEDC Board Member), R. Gaenzle (Harris Beach/Video Conference), C. Kemp (GCEDC Board Member), M. Gray (GCEDC Board Member)
Absent:

1.0 Call to Order

D. Cunningham called the meeting to order at 4:47 p.m. in the Innovation Zone.

2.0 Chairman's Report and Activities

2.1 Upcoming Meetings:

Next Scheduled Board Meeting: Thursday, July 10th at 4:00 p.m.

Audit & Finance Committee Meeting: Tuesday, July 8th at 8:30 a.m.

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

2.3 Minutes: May 1, 2025

S. Noble-Moag made a motion to approve the May 1, 2025, minutes as presented; the motion was seconded by M. Brooks. Roll call resulted as follows:

M. Brooks -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	P. Zelif -	Yes
S. Noble-Moag -	Yes		

The item was approved as presented.

3.0 Report of Management

3.1 Nothing at this time

4.0 Audit & Finance Committee – D. Cunningham

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4.1 April 2025 Financial Statements – L. Farrell reviewed the significant items of the April 2025 financial statements.

- On the balance sheet, accounts payable increased by \$32,000, due to monthly accruals for MedTech Centre property management fee and Economic Development support grant.
- April balances are similar to March balances on the balance sheet.
- On the P & L, we received \$25,000 in the Operating Fund from Leatherleaf Solar. We had closed on that project on the GCEDC side and collected the \$25,000 grant which supports Workforce Development and/or the overall economic development program.
- Other than the above-mentioned items, there was mostly normal activity for April.

The financial statements were recommended for approval by the Committee.

M. Brooks made a motion to approve the April 2025 Financial Statements as presented; the motion was seconded by J. Tretter. Roll call resulted as follows:

M. Brooks -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	P. Zelif -	Yes
S. Noble-Moag -	Yes		

The item was approved as presented.

4.2 Proposal from Del Plato Casey Law Firm – Included with the meeting materials was a proposal from Del Plato Casey Law firm to handle all non-STAMP real estate matters (Leases, options, purchases and sales).

Fund Commitment: None. Any fees charged would be related to specific work requested on a case-by-case basis.

Committee Action Request: Recommend approval of the proposal.

This was recommended for approval by the Committee.

M. Brooks made a motion to approve the proposal with Del Plato Casey Law Firm as presented; the motion was seconded by S. Noble-Moag. Roll call resulted as follows:

M. Brooks -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	P. Zelif -	Yes
S. Noble-Moag -	Yes		

The item was approved as presented.

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4.3 Parking Lot Sealing/Striping - The GGLDC last sealed and striped the MedTech Centre parking lot in 2020. The GGLDC tries to do this every three years. This project was attempted in 2024 but was not able to be accomplished due to insurance requirements not being met by the low bidding companies. After going back and forth several times, we were at the end of the season.

The GGLDC asked 28 companies to bid on this project this time around. Three companies submitted proposals, of which only one met the required insurance limits.

The one proposal for consideration is from J&D's Seal Tech for \$15,400.

Fund Commitment: \$15,400 from operational funds of MedTech Centre. The amount included in the 2025 GGLDC budget that was approved by the Board was \$25,000.

Committee Action Request: Approval of sealing and striping contract for \$15,400 with J&D's Seal Tech.

M. Brooks stated that at the Audit & Finance meeting he had inquired whether the number of bids received was typical compared to previous submissions. In response, L. Farrell explained that three bids were received, all within a similar price range; however, two of them did not meet the required insurance criteria.

This was recommended for approval by the Committee.

M. Brooks made a motion to approve the Parking Lot Sealing/Striping Contract for \$15,400 with J&D's Seal Tech as presented; the motion was seconded by J. Tretter. Roll call resulted as follows:

M. Brooks -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	P. Zelif -	Yes
S. Noble-Moag -	Yes		

The item was approved as presented.

4.4 Genesee County Comprehensive Fire & Emergency Medical Service Implementation – The Genesee County Fire Advisory Board subcommittee is requesting funding to implement the GENESEE COUNTY COMPREHENSIVE FIRE & EMERGENCY MEDICAL SERVICE IMPLEMENTATION PLAN. Genesee County funded this plan in an amount of approximately \$100,000.

The committee has gathered additional data that will assist in exploring regional opportunities for collaboration in delivery of fire and EMS services in Genesee County. Our mission is to develop a communications platform that will deliver data-based options and to gather stakeholder feedback.

It should be clearly understood by all stakeholders that the focus of this effort is to augment and not replace existing fire and EMS resources. Therefore, recommendations are focused on adding resources while maintaining, supporting, and strengthening existing organizations. "WORKING REGIONALLY TO SURVIVE LOCALLY".

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Included with the meeting materials are the pertinent pages of the recommendations with the five recommendations highlighted that would be implemented with this funding.

Fund Commitment: \$25,000 to be paid out of Strategic Investments (included with the meeting materials)

Committee Action Request: Recommend approval of the funding.

M. Masse stated that representatives from the Town of Alabama and the Town of Batavia attended the GGLDC Audit & Finance meeting to show support for this initiative. T. Yaeger and D. Coffey also attended the meeting.

D. Cunningham summarized many of the talking points that were discussed earlier in the week. He stated the initial focus was stabilizing EMS. Now attention has shifted to volunteer fire service, particularly addressing weekday response gaps when volunteers are unavailable due to work obligations.

There has been a decline in fire service volunteers, which has negatively impacted response times and service availability. Despite operational challenges, fire departments remain hesitant to acknowledge systemic issues.

He stressed that effective messaging is necessary to ensure volunteer fire departments view proposed changes as supplemental rather than a replacement for their services. Without action, economic development efforts and site selection criteria may face increased risks.

The fund commitment of \$25,000 from strategic investments would support the marketing and strategic effort to present this plan to Towns and Villages in the Fire Departments to create buy in regionally. There will be an MOU put in place with the County. The County would select the vendor for marketing to run the program to ensure that the deliverables are met.

Additional comments from G. Torrey expressed the urgency around continuing to move this plan forward.

This was recommended for approval by the Committee.

P. Battaglia made a motion to approve the funding of the Genesee County Comprehensive Fire & Medical Service Implementation not to exceed \$25,000; the motion was seconded by M. Brooks. Roll call resulted as follows:

M. Brooks -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	P. Zelif -	Yes
S. Noble-Moag -	Yes		

These items were approved as presented.

5.0 Governance & Nominating Committee – S. Noble-Moag

The Board voted on agenda items 5.1 through 5.3 collectively. The approval for these items follows agenda item 5.3. The Committee recommended these items for approval.

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5.1 Procurement Policies & Procedures – This policy is required to be reviewed annually. There are no changes being recommended.

5.2 Investment Policy - This policy is required to be reviewed annually. There are no changes being recommended.

5.3 Disposition of Property Guidelines – This policy is required to be reviewed annually. There are no changes being recommended.

S. Noble-Moag made a motion to approve agenda items 5.1- 5.3; the motion was seconded by J. Tretter. Roll call resulted as follows:

M. Brooks -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	P. Zelif -	Yes
S. Noble-Moag -	Yes		

These items were approved as presented.

5.4 STAMP Water Works Corp. Board Member Recommendation – S. Noble-Moag stated that the Governance & Nominating Committee is recommending Michael Cianfrini to serve as a board member of the STAMP Water Works and STAMP Sewer Works Boards. M. Cianfrini is the current County Clerk and a Village of Oakfield Trustee. His input and support from the Village of Oakfield would be beneficial throughout the process of the potential to connect STAMP Wastewater Treatment Facility in the Village of Oakfield.

This was recommended for approval by the Committee.

P. Battaglia made a motion to approve appointing Michael Cianfrini to the STAMP Water Works Corp. Board as presented ; the motion was seconded by G. Torrey. Roll call resulted as follows:

M. Brooks -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	P. Zelif -	Yes
S. Noble-Moag -	Yes		

These items were approved as presented.

5.5 STAMP Sewer Works Corp. Board Member Recommendation – S. Noble-Moag stated that the Governance & Nominating Committee is recommending Michael Cianfrini to serve as a board member of the STAMP Water Works and STAMP Sewer Works Boards. M. Cianfrini is the current County Clerk and a Village of Oakfield Trustee. His input and support from the Village of Oakfield would be beneficial throughout the process of the potential to connect STAMP Wastewater Treatment Facility in the Village of Oakfield.

This was recommended for approval by the Committee.

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P. Battaglia made a motion to approve appointing Michael Cianfrini to the STAMP Sewer Works Corp. Board as presented; the motion was seconded by G. Torrey. Roll call resulted as follows:

M. Brooks -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	P. Zelif -	Yes
S. Noble-Moag -	Yes		

These items were approved as presented.

5.6 Videoconferencing Policy - The same discussion that took place at the GCEDC board meeting also applies to the GGLDC. The details of the discussion have been included for ease of reference.

R. Gaenzle addressed the committee last month regarding the policy and the process of setting up a public hearing for its adoption. The policy would permit board and committee members to participate in a quorum via videoconferencing, but only under specific conditions. As part of the adoption process, the board must review the draft policy and conduct a public hearing

P. Battaglia expressed concerns regarding the necessity of the policy, noting that videoconferencing for meetings was rarely needed in the past, except during Covid, when no issues arose. He views this measure as an overreach that could hinder the effectiveness of meetings and believes it represents a step backward in their conduct. He urged the Governance & Nominating Committee to reevaluate its necessity, emphasizing that it may negatively impact attendance and discourage member participation.

C. Yunker responded that he feels P. Battaglia's points make sense and that he did not realize that State Legislators are not being upheld to the same standards they are setting for us. He is willing to reconsider this matter in committee at another meeting.

G. Torrey added that some additional guidance came down from the State that the reasoning must be extraordinary circumstances, for a member to still count towards a quorum. Otherwise, a member is allowed to participate via videoconference in a meeting but does not count towards a quorum.

S. Noble-Moag made a motion to table the Videoconferencing Policy to another committee meeting to be reconsidered; the motion was seconded by M. Brooks. Roll call resulted as follows:

M. Brooks -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	P. Zelif -	Yes
S. Noble-Moag -	Yes		

These items were approved as presented.

6.0 Other Business

6.1 Nothing at this time.

7.0 Adjournment

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As there was no further business, M. Brooks made a motion to adjourn at 5:06 p.m., which was seconded by J. Tretter and passed unanimously.