



GGLDC Governance & Nominating Committee Meeting

Thursday, June 5, 2025

Location – 99 MedTech Drive, Innovation Zone

3:00 p.m.

MINUTES

ATTENDANCE

Committee Members: S. Noble-Moag, C. Yunker, D. Cunningham

Staff: L. Farrell, M. Masse, P. Kennett, C. Suozzi, K. Galdun, J. Krencik

Guests: M. Clattenburg (GCEDC Board Member), P. Zelif (GCEDC/GGLDC Board Member),
K. Manne (GCEDC/GGLDC Board Member), R. Gaenzle (Harris Beach), P. Battaglia
(GCEDC/GGLDC Board Member)

Absent: G. Torrey (GGLDC Board Member)

1. CALL TO ORDER / ENTER PUBLIC SESSION

S. Noble-Moag called the meeting to order at 3:31 p.m. in the Innovation Zone.

P. Battaglia joined the meeting at 3:32 p.m.

2. CHAIRMAN'S REPORT & ACTIVITIES

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

2b. Minutes: May 1, 2025

D. Cunningham made a motion to approve the May 1, 2025, meeting minutes as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

D. Cunningham -	Yes
G. Torrey -	Absent
C. Yunker -	Yes
S. Noble-Moag -	Yes

The item was approved as presented.

3. DISCUSSIONS / OFFICIAL RECOMMENDATIONS TO THE BOARD

3a. Code of Ethics – The same discussion that took place during the GCEDC Governance and Nominating Committee also applies to the GGLDC. The details of that discussion have been added for ease of reference.

L. Farrell stated that the Committee reviews this policy annually. No changes are being recommended; therefore no vote is required. L. Farrell reminded the Committee that on page 2 of the Code of Ethics (page 5 of the meeting materials) there are Procedures for Disclosure. If a director has a conflict, he/she must verbally disclose the conflict at

the meeting and state the reason for abstaining. The reason must be included in the meeting minutes and made part of the public record.

The Committee voted on agenda items 3b through 3d collectively. The approval for these items follows agenda item 3d.

3b. Procurement Policies & Procedures – This policy is required to be reviewed annually. There are no changes being recommended.

3c. Investment Policy - This policy is required to be reviewed annually. There are no changes being recommended.

3d. Disposition of Property Guidelines – This policy is required to be reviewed annually. There are no changes being recommended.

D. Cunningham made a motion to recommend to the full Board the approval of agenda items 3b-3d; the motion was seconded by C. Yunker. Roll call resulted as follows:

D. Cunningham -	Yes
G. Torrey -	Absent
C. Yunker -	Yes
S. Noble-Moag -	Yes

These items were approved as presented.

3e. Governance & Nominating Committee Charter – This charter is required to be reviewed annually. No changes are being recommended; therefore, no vote is required.

The committee noted that its' responsibilities are being carried out and did not recommend any changes either.

There was a motion and a second made for approval, but it was not necessary as no changes were proposed.

3f. Committee Self-Evaluation – The Committee evaluated its' responsibilities and its' ability to carry out those responsibilities during the executive session. The Committee feels as if it is carrying out its' duties and is in line with the Committee Charter.

3g. STAMP Water Works Corp. Board Member Recommendation – P. Battaglia, C. Yunker, and M. Masse met with Michael Cianfrini to see his potential interest and willingness to serve as a board member of the STAMP Water Works and STAMP Sewer Works Boards, of which he seemed agreeable and interested in. He is the current County Clerk and a Village of Oakfield trustee. Having the input and support of the Village of Oakfield would be beneficial throughout the process of the potential to connect STAMP Waste Water Treatment Facility in the Village of Oakfield.

D. Cunningham made a motion to recommend to the full Board the approval of Michael Cianfrini to the STAMP Water Works Corp. Board as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

D. Cunningham -	Yes
G. Torrey -	Absent
C. Yunker -	Yes
S. Noble-Moag -	Yes

These items were approved as presented.

3h. STAMP Sewer Works Corp. Board Member Recommendation – The same discussion that took place for item 3g also applies to this item. The details of the discussion have been included for ease of reference.

P. Battaglia, C. Yunker, and M. Masse met with Michael Cianfrini to see his potential interest and willingness to serve as a board member of the STAMP Water Works and STAMP Sewer Works Boards, of which he seemed agreeable and interested in. He is the current County Clerk and a Village of Oakfield trustee. Having the input and support of the Village of Oakfield would be beneficial throughout the process of the potential to connect STAMP Waste Water Treatment Facility in the Village of Oakfield.

D. Cunningham made a motion to recommend to the full Board the approval of Michael Cianfrini to the STAMP Sewer Works Corp. Board as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

D. Cunningham -	Yes
G. Torrey -	Absent
C. Yunker -	Yes
S. Noble-Moag -	Yes

These items were approved as presented.

3i. Land Bank – Members from the Niagara-Orleans Land Bank met with the County to discuss the potential formation of a land bank entity and the involvement of the GGLDC. They facilitated a call with an attorney specializing in land bank formations to assess feasibility. M. Masse will provide the committee with an update following this discussion.

During the meeting, P. Zeliff inquired about the purpose and function of a land bank. M. Masse explained that a land bank serves as an entity to which municipalities can transfer foreclosed properties for rehabilitation or development, alleviating constraints on vacant or foreclosed properties.

D. Cunningham asked about potential funding sources, and M. Clattenburg noted that financial support is available through State funding, grants, and a County commitment to a specific funding level.

3j. Videoconferencing Policy – The same discussion that took place at the GCEDC Governance & Nominating 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 potential 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 a draft policy and conduct a public hearing.

Resolution No. 06/2025 - 01

RESOLUTION OF THE GENESEE GATEWAY LOCAL DEVELOPMENT CORPORATION
("CORPORATION") AUTHORIZING A PUBLIC HEARING WITH RESPECT TO A
VIDEOCONFERENCING POLICY TO ALLOW THE USE OF VIDEO CONFERENCING FOR PUBLIC
MEETINGS UNDER EXTRAORDINARY CIRCUMSTANCES PURSUANT TO SECTION 103-A OF THE
NEW YORK PUBLIC OFFICERS LAW

R. Gaenzle noted that, although this policy may not be used often, having it in place would be beneficial for rare situations where it is needed. C. Yunker expressed support, stating that he sees no downside, as it would help ensure meetings achieve a quorum when a member is unable to attend due to specific circumstances.

L. Farrell asked the committee whether an additional meeting was necessary following the public hearing to formally approve the policy or if, given the absence of public comments, their approval could be assumed. The committee agreed that this would serve as their official approval.

D. Cunningham made a motion to recommend to the full Board the approval of the Videoconferencing Policy and to schedule a public hearing as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

D. Cunningham -	Yes
G. Torrey -	Absent
C. Yunker -	Yes
S. Noble-Moag -	Yes

These items were approved as presented.

4. ADJOURNMENT

As there was no further business, D. Cunningham made a motion to adjourn at 3:46 p.m., seconded by C. Yunker, and passed unanimously.