



**GCEDC STAMP Committee Meeting**  
**Wednesday, January 14, 2026**  
**Location: 99 MedTech Drive, Innovation Zone**  
**8:00 a.m.**

**MINUTES**

**ATTENDANCE**

Committee Members: M. Gray, C. Kemp, P. Zeliff  
Staff: M. Masse, L. Farrell, K. Galdun, J. Krencik, P. Heimlich  
Guests: R. Crossen (Town of Alabama – Video Conference), M. Fitzgerald (Philips Lytle)  
Absent: C. Yunker

**1. Call to Order / Enter Public Session**

P. Zeliff called the meeting to order at 8:00 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 8:01 a.m., for the following reasons:

1. 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.
2. 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. Gray and approved by all members present.

*P. Kennett joined the meeting at 8:04 a.m.*

*R. Crossen joined the meeting via Video Conference at 8:04 a.m.*

**1b. Re-Enter Public Session**

C. Kemp made a motion to enter back into public session at 8:28 a.m., seconded by M. Gray and approved by all.

**2. Chairman's Report & Activities**

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

**2b. Minutes: December 3, 2025 & December 18, 2025**

**M. Gray made a motion to approve the December 3 2025 and December 18, 2025 minutes; the motion was seconded by C. Kemp. Roll call resulted as follows:**

P. Zeff - Yes  
C. Yunker - Absent  
M. Gray - Yes  
C. Kemp - Yes

**The item was approved as presented.**

### **3. Discussions / Official Recommendations to the Board:**

**3a. Agreement for Payment of Project Evaluation Expenses** – Project Double Reed and the GCEDC are looking to enter into an agreement to cover the costs incurred by the GCEDC for their project reviews.

**Fund Commitment:** None.

**Committee Action Request:** Recommend approval of the agreement for the payment of project evaluation expenses attached.

M. Masse stated that the agreement is similar to the one approved last year for the first application they submitted, under which an escrow account will be established to reimburse the GCEDC for expenses incurred during the project review process.

**M. Gray made a motion to recommend to the full Board the approval of the agreement for the payment of project evaluation expenses as presented; the motion was seconded by C. Kemp. Roll call resulted as follows:**

P. Zeff - Yes  
C. Yunker - Absent  
M. Gray - Yes  
C. Kemp - Yes

**The item was approved as presented.**

**3b. Consulting Contracts for Project Evaluation** – The GCEDC has received a SEQR application from Project Double Reed. The GCEDC has to engage with consultants to assist in reviewing and providing comments on that application.

**Fund Commitment:**

1. CC Environment and Planning \$4,600
2. CPL \$25,000
3. Philips Lytle \$120,400

These costs will be covered under the current agreement for the payment of project evaluation expenses.

**Committee Action Request:** Recommend approval of the contracts for the consultants to perform the project evaluation to be reimbursed by the applicant.

P. Zeliff asked whether each contract amount was a “not-to-exceed” amount, to which M. Masse responded that it was. He added that if additional work were required, the matter would be brought back to the Board for further approval, if necessary.

**C. Kemp made a motion to recommend to the full Board the approval of the contracts for CC Environment and Planning, CPL, and Philips Lytle in the total amount of \$150,000 as presented; the motion was seconded by M. Gray. Roll call resulted as follows:**

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

**The item was approved as presented.**

**3c. Cost Reimbursement Agreement – NYPA –** 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 \$1,000,000 included in the \$56 million.

**Committee Action Request:** Recommend approval to fund the CRA for an additional \$1,000,000.

M. Gray asked what the total funding was to date, and M. Masse stated that it was close to \$2M and for all cost construction on the substation thus far was \$106M.

There was further discussion on the current timelines for the substation construction and it’s energization amongst those present.

**M. Gray made a motion to recommend to the full Board the approval of funding the CRA for an additional \$1,000,000 as presented; the motion was seconded by C. Kemp. Roll call resulted as follows:**

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

**The item was approved as presented.**

**3d. Change Order from O’Connell for Substation Construction –** The GCEDC has a contract with O’Connell Electric for construction of the substation at STAMP. They have submitted a change order to cover design changes related to National Grid’s telecom requirements. This increase of \$159,370 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.

**Committee Action Request:** Recommend approval of the change order.

M. Masse stated that, due to changes in National Grid's telecom setting requirements, revisions to the original design plan are being mandated, resulting in the need for a change order. He noted that he pushed back on the number of engineering hours included in the change order and was awaiting a response.

M. Masse further stated that the proposed changes would remain within the originally approved contract amount.

**C. Kemp made a motion to recommend to the full Board the approval of the change order with O'Connell as presented; the motion was seconded by M. Gray. Roll call resulted as follows:**

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

**The item was approved as presented.**

#### **4. Adjournment**

As there was no further business, M. Gray made a motion to adjourn at 8:36 a.m., seconded by C. Kemp and passed unanimously.