



GCEDC Board Meeting
Thursday, January 15th, 2026
Location: 99 MedTech Drive, Innovation Room
4:00 PM

GCEDC MINUTES

Attendance

Board Members: C. Kemp, P. Battaglia, K. Manne, P. Zeliff, L. Mancuso, M. Gray
Staff: M. Masse, K. Galdun, L. Farrell, J. Krencik, P. Heimlich, C. Suozzi
Guests: R. Crossen (Town of Alabama – Video Conference), R. Gaenzle (Harris Beach – Video Conference), M. Fitzgerald (Philips Lytle – Video Conference), D. Cunningham (GGLDC Board Member), J. Tretter (GGLDC Board Member), M. Brooks (GGLDC Board Member), S. Noble-Moag (GGLDC Board Member), G. Torrey (GGLDC Board Member), R. Engler (Not Specified), E. LaGrou (Zoladz Construction), R. Beatty (Not Specified), M. Bohn (Not Specified), K. Hallenbeck (Not Specified), C. Zinni (Batavia Resident)
Absent: C. Yunker

1.0 Call to Order

P. Zeliff called the meeting to order at 4:00 p.m. in the Innovation Zone.

1.1 Enter Executive Session

P. Battaglia made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 4:01 p.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. Discussions regarding proposed, pending, or current litigation.
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.

The motion was seconded by C. Kemp and approved by all members present.

R. Engler, E. LaGrou, R. Beatty, M. Bohn, K. Hallenbeck, and C. Zinni left the meeting at 4:01 p.m.

D. Cunningham joined the meeting at 4:02 p.m.

M. Gray joined the meeting at 4:03 p.m.

R. Crossen left the meeting at 4:10 p.m.

1.2 Enter Public Session

P. Battaglia made a motion to enter back into public session at 4:17 p.m., seconded by C. Kemp and approved by all members present.

M. Fitzgerald left the meeting at 4:18 p.m.

R. Engler, E. LaGrou, R. Beatty, M. Bohn, K. Hallenbeck, and C. Zinni joined the meeting at 4:18 p.m.

2.0 Chairman's Report & Activities

2.1 Upcoming Meetings:

Next Scheduled Board Meeting: Thursday, February 5th at 4:00 p.m.

Governance & Nominating Committee Meeting: Thursday, February 5th at 3:00 p.m.

Audit & Finance Committee Meeting: Thursday, February 5th at 2:00 p.m.

STAMP Committee Meeting: Wednesday, February 4th at 8:00 a.m.

P. Zeff stated that the upcoming Audit & Finance Committee Meeting was changed, as noted above, in order to obtain a quorum. He also stated that he would not be able to attend the STAMP Committee Meeting on February 4th, 2026.

L. Farrell informed the Board of the recent committee member changes which are as follows:

- M. Gray moved off the Audit & Finance Committee to the STAMP Committee
- L. Mancuso has been appointed to the Audit & Finance Committee as well as the Governance & Nominating Committee.

2.2 Agenda Additions / Deletions / Other Business –

C. Kemp made a motion to add agenda item 6.5 Bellwether Advisors, LLC Consulting Contract Extension; the motion was seconded by P. Battaglia. Roll call resulted as follows:

| | | | |
|----------------|-----|-------------|--------|
| P. Battaglia - | Yes | P. Zeff – | Yes |
| K. Manne - | Yes | C. Yunker - | Absent |
| L. Mancuso – | Yes | M. Gray - | Yes |
| C. Kemp - | Yes | | |

The item was added to the agenda.

P. Battaglia made a motion to add agenda item 5.1 GGLDC Board Member Appointments; the motion was seconded by C. Kemp. Roll call resulted as follows:

| | | | |
|----------------|-----|-------------|--------|
| P. Battaglia - | Yes | P. Zeff – | Yes |
| K. Manne - | Yes | C. Yunker - | Absent |
| L. Mancuso – | Yes | M. Gray - | Yes |
| C. Kemp - | Yes | | |

The item was added to the agenda.

2.3 Minutes: December 4, 2025 & December 18, 2025

M. Gray made a motion to accept the December 4, 2025 & December 18, 2025 minutes as presented; the motion was seconded by K. Manne. Roll call resulted as follows:

| | | | |
|----------------|-----|-------------|--------|
| P. Battaglia - | Yes | P. Zeff - | Yes |
| K. Manne - | Yes | C. Yunker - | Absent |
| L. Mancuso - | Yes | M. Gray - | Yes |
| C. Kemp - | Yes | | |

The item was approved as presented.

3.0 Report of Management

3.1 Public Outreach Update – J. Krencik reported out on the following:

- 1) **Site Promotion** – In December, we collaborated on an expansion of our site promotion activities with Jim Pappas, the commercial realtor for the recently completed 20,000 SQFT logistics facility expansion at Apple Tree Acres
- 2) **Annual Report** – The GCEDC Annual Report is substantially completed, pending internal audits. The 2025 results include 12 project closings, 800+new and retained jobs, \$420.8 million of new investment, and \$159.3 million of future salaries and community revenue.
- 3) **Stakeholder Luncheon** – The 2026 Stakeholder Luncheon will be held April 24, 2026 at Batavia Downs. Ticketing and registration information will be shared in the coming weeks.

4.0 Audit & Finance Committee

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

- Restricted Cash decreased due to activity related to the Fast NY funds and the GURF approval, along with the associated disbursements.
- Unearned Revenue decreased in conjunction with these Fast NY and GURF-related transactions.
- Account Receivables increased due to the closing of the HP Hood project and the fees associated with that. The fee is to be collected in two installments. The second installment is recorded as a receivable.
- Project Fee Revenue increased in connection with the project closing of HP Hood and SmartDesign.
- Expenditures are where they are anticipated to be against the budget.

The November 2025 financial statements were recommended for approval by the Committee.

K. Manne made a motion to approve the November 2025 Financial Statements as presented; the motion was seconded by C. Kemp. Roll call resulted as follows:

| | | | |
|----------------|-----|-------------|--------|
| P. Battaglia - | Yes | P. Zeff - | Yes |
| K. Manne - | Yes | C. Yunker - | Absent |
| L. Mancuso - | Yes | M. Gray - | Yes |
| C. Kemp - | Yes | | |

The item was approved as presented.

4.2 2026 County Funding Contract – The 2026 County Funding Contract was included with Board materials. The term of the agreement is January 1, 2026 and will end on December 31, 2026. The funding will remain the same as the previous year’s amount of \$233,513 plus an additional \$25,000 to be used for administration of a workforce development program.

This was recommended for approval by the Committee.

K. Manne made a motion to approve the 2026 County Funding Contract as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

| | | | |
|----------------|-----|-------------|--------|
| P. Battaglia - | Yes | P. Zeff - | Yes |
| K. Manne - | Yes | C. Yunker - | Absent |
| L. Mancuso – | Yes | M. Gray - | Yes |
| C. Kemp - | Yes | | |

The item was approved as presented.

4.3 New York State Economic Development Council Sponsorship – The GCEDC participates in multiple New York State Economic Development Council (NYSEDC) events and delegations, including NYSEDC conferences and NYSEDC-led delegations and programs at business development events

The GCEDC’s expenses related to these events are anticipated to not exceed \$10,000 in 2026.

- NYSEDC Economic Development Conference (February): \$1,500 (Bronze Sponsorship)
- NYSEDC Annual Meeting (May): \$1,500 (Bronze Sponsorship)
- Semicon West (October): \$5,000 (eligible for 50% reimbursement by National Grid)
- NYSEDC-led events at other business development events: \$2,000

Sponsorship of these events provides both GCEDC staff with technical information and the latest best practices; and a sizable presence at events that directly lead to business development engagement and project wins.

These expenses are anticipated in the GCEDC marketing budget, as well as the requested National Grid grant.

Board Action Request: Approval of extending up to \$10,000 for NYSEDC programs in 2026.

This was recommended for approval by the Committee.

K. Manne made a motion to approve the 2026 NYSEDC Programs not to exceed \$10,000 as presented; the motion was seconded by M. Gray. Roll call resulted as follows:

| | | | |
|----------------|-----|-------------|--------|
| P. Battaglia - | Yes | P. Zeff - | Yes |
| K. Manne - | Yes | C. Yunker - | Absent |
| L. Mancuso – | Yes | M. Gray - | Yes |
| C. Kemp - | Yes | | |

The item was approved as presented.

4.4 ECIDA Shared Services Contract – The GCEDC has a shared services agreement with Erie County Industrial Development Agency (ECIDA) for on call IT support services. The GCEDC has had this agreement since 2016 and has been very pleased with the service and response time to our issues. We would like to continue this agreement in 2026. The agreement is at an hourly rate of \$100 (2025 rate was \$95). They also provide anti-virus software (\$720 annually), CRM Hosting (\$2,200 annually) and any version upgrade would be \$500 each occurrence as required. Since 2016 there was one \$10 per hour increase in the hourly rate (2022) and then a \$5 increase in the hourly rate this year. All other amounts have remained the same as last year.

The following amounts were included in the 2026 budget:

Professional Services - \$5,000 ECIDA IT hourly support

Dues & Subscriptions - \$720 antivirus software, \$2,700 ECIDA CRM Hosting and potential upgrades

Fund commitment: Not to exceed \$5,000 as included in Professional Services, and \$3,420 as included in Dues & Subscriptions line items of the 2026 budget.

Board action request: Approval of not to exceed \$8,420 for on call IT support services, website hosting, anti-virus software, CRM hosting and upgrades with ECIDA for 2026.

This was recommended for approval by the Committee.

K. Manne made a motion to approve the contract with ECIDA for shared services, not to exceed \$8,420 as presented; the motion was seconded by C. Kemp. Roll call resulted as follows:

| | | | |
|----------------|-----|-------------|--------|
| P. Battaglia - | Yes | P. Zelif - | Yes |
| K. Manne - | Yes | C. Yunker - | Absent |
| L. Mancuso - | Yes | M. Gray - | Yes |
| C. Kemp - | Yes | | |

The item was approved as presented.

4.5 Government Relations Services Contract – Ostroff – The GCEDC has utilized Ostroff Associates as its lobby firm in Albany with Andrew Kennedy being our point of contact. They have prepared a summary of the activity in 2025 and was included in the meeting materials. The agreement in 2025 was that they were on a month-to-month basis with a 30-day notice for termination. We would like to have the Board approve this proposal at \$5,000 per month through December 2026. The GCEDC will still have a 30-day cancellation notice.

Fund Commitment: \$60,000 from the government relations budget line item.

Board Action Request: Approval of the proposal with Ostroff.

This was recommended for approval by the Committee.

K. Manne made a motion to approve the proposal with Ostroff for government relations services, not to exceed \$60,000 as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

| | | | |
|----------------|-----|-------------|--------|
| P. Battaglia - | Yes | P. Zeff - | Yes |
| K. Manne - | Yes | C. Yunker - | Absent |
| L. Mancuso - | Yes | M. Gray - | Yes |
| C. Kemp - | Yes | | |

The item was approved as presented.

4.6 Land Sale – Apple Tree Acres – GE Bergen had a PSA for a parcel at Apple Tree Acres Corporate Park that they closed on in order to construct the new facility for Oxbo. In the fourth amendment to the PSA the following language was added:

Buyer's Option Property. Seller is the owner of approximately 1.83 acres of unimproved land adjacent to the Property, and known as tax account numbers _18268913.-1-61.12 and 18268913.-1-58.22 (the "Option Property"). In consideration of **TEN THOUSAND AND 00/100 DOLLARS (\$10,000.00)** (the "Option Payment") payable at the Closing of the Property, Seller agrees to grant an exclusive option to Buyer ("Buyer's Option") for Seller to sell and Buyer to purchase the Option Property in accordance with this Section. Buyer's Option shall survive Closing and remain effective from the date of Closing until the date that is three (3) years from the date of Closing (the "Option Period"). The terms and conditions of the Buyer's Option shall be as follows:

The Purchase Price for Option Property shall be Ten and No Dollars (\$10.00).

GE Bergen did not make the deposit at the closing of the Property but has now reached out looking to acquire and close on the two parcels.

Fund Commitment: None.

Board Action Request: Approval of sale of two parcels listed above for \$10,000 and to use Del Plato Casey Law firm to complete the closing.

This was recommended for approval by the Committee.

K. Manne made a motion to approve the sale of two parcels not to exceed \$10,000 and to use DelPlato Casey Law Firm to complete the closing as presented; the motion was seconded by M. Gray. Roll call resulted as follows:

| | | | |
|----------------|-----|-------------|--------|
| P. Battaglia - | Yes | P. Zeff - | Yes |
| K. Manne - | Yes | C. Yunker - | Absent |
| L. Mancuso - | Yes | M. Gray - | Yes |
| C. Kemp - | Yes | | |

The item was approved as presented.

5.0 Governance & Nominating Committee – C. Yunker

5.1 GGLDC Board Member Appointment – There is a vacancy on the GGLDC Board due M. Clattenburg’s term end. The GCEDC Board is desirous of appointing K. Manne to fill this position and assume a 6-year term ending 6/30/29, coterminous with her appointment to the GCEDC Board.

P. Battaglia made a motion to approve the appointment of K. Manne to the GGLDC Board; the motion was seconded by C. Kemp. Roll call resulted as follows:

| | | | |
|----------------|-----|-------------|--------|
| P. Battaglia - | Yes | P. Zelif - | Yes |
| K. Manne - | Yes | C. Yunker - | Absent |
| L. Mancuso - | Yes | M. Gray - | Yes |
| C. Kemp - | Yes | | |

The item was approved as presented.

6.0 STAMP Committee – P. Zelif

6.1 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.

Board Action Request: Approval of the draft agreement for the payment of project evaluation expenses attached.

This item was recommended for approval by the Committee.

P. Zelif made a motion to approve the draft agreement for the payment of project evaluation expense as presented; the motion was seconded by M. Gray. Roll call resulted as follows:

| | | | |
|----------------|-----|-------------|--------|
| P. Battaglia - | Yes | P. Zelif - | Yes |
| K. Manne - | Yes | C. Yunker - | Absent |
| L. Mancuso - | Yes | M. Gray - | Yes |
| C. Kemp - | Yes | | |

The item was approved as presented.

6.2 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.

Board Action Request: Approval of the contracts for the consultants to perform the project evaluation to be reimbursed by the applicant.

This item was recommended for approval by the Committee.

P. Zelifff made a motion to approve the contracts with CC Environment, CPL, and Philips Lytle for the project evaluation costs reimbursable by the applicant as presented; the motion was seconded by C. Kemp. Roll call resulted as follows:

| | | | |
|----------------|-----|--------------|--------|
| P. Battaglia - | Yes | P. Zelifff – | Yes |
| K. Manne - | Yes | C. Yunker - | Absent |
| L. Mancuso – | Yes | M. Gray - | Yes |
| C. Kemp - | Yes | | |

The item was approved as presented.

6.3 Cost Reimbursement – 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.

Board Action Request: Approval to fund the CRA for an additional \$1,000,000.

This item was recommended for approval by the Committee.

P. Zelifff made a motion to approve funding the CRA for an additional \$1,000,000 as presented; the motion was seconded by K. Manne. Roll call resulted as follows:

| | | | |
|----------------|-----|--------------|--------|
| P. Battaglia - | Yes | P. Zelifff – | Yes |
| K. Manne - | Yes | C. Yunker - | Absent |
| L. Mancuso – | Yes | M. Gray - | Yes |
| C. Kemp - | Yes | | |

The item was approved as presented.

6.4 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.

Board Action Request: Approval of the change order.

This item was recommended for approval by the Committee.

P. Zelifff made a motion to approve the change order with O’Connell as presented; the motion was seconded by C. Kemp. Roll call resulted as follows:

| | | | |
|----------------|-----|--------------|-----|
| P. Battaglia - | Yes | P. Zelifff – | Yes |
|----------------|-----|--------------|-----|

| | | | |
|--------------|-----|-------------|--------|
| K. Manne - | Yes | C. Yunker - | Absent |
| L. Mancuso – | Yes | M. Gray - | Yes |
| C. Kemp - | Yes | | |

The item was approved as presented.

6.5 Bellwether Advisors, LLC Consulting Contract Extension – M. Masse reported that GCEDC currently has an agreement with Bellwether Advisors, LLC, which is assisting with information requested by New York State related to completion of the \$56 million grant and MWBE requirements. He noted that a prior contract with Bellwether Advisors, LLC in 2024 included a not-to-exceed amount of \$5,000. Based on satisfactory performance and results, he requested approval for an additional not-to-exceed amount of \$15,000.

L. Farrell stated that the previously approved amount was intended to evaluate the firm's services, as this type of service had not been utilized previously. She further confirmed that the additional funds requested are within the budgeted amount allocated for this type of expenditure.

P. Zelif made a motion to approve the Consulting Contract Extension with Bellwether Advisors, LLC not to exceed \$15,000 as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

| | | | |
|----------------|-----|-------------|--------|
| P. Battaglia - | Yes | P. Zelif – | Yes |
| K. Manne - | Yes | C. Yunker - | Absent |
| L. Mancuso – | Yes | M. Gray - | Yes |
| C. Kemp - | Yes | | |

The item was approved as presented.

7.0 Employment & Compensation – M. Gray

7.1 Nothing at this time.

8.0 Housing Committee – P. Battaglia

8.1 Nothing at this time

9.0 Other Business

9.1 Nothing at this time.

10.0 Adjournment

As there was no further business, K. Manne made a motion to adjourn at 4:30 p.m., which was seconded by P. Battaglia and passed unanimously.