

Meeting Minutes
Griffiss Local Development Corporation
584 Phoenix Drive Rome, NY - WebEx
May 24, 2023 - 4:00 PM

Members Present: Elis DeLia, Chad Lawrence, Jim Cusack, Frank Vetrone, Franca Armstrong, Erin Weiman, Kevin Martin, Eric MacDairmid, Deb Grogan (via Webex), Evan DeGennaro (via Webex)

Others Present: Steve DiMeo (via Webex), Hannah Phillips, Laura Cohen, Jef Saunders, Shawna Papale, Mark Kaucher, Christian Mercurio (via Webex)

Chair DeLia called the meeting to order at 4:03 PM.

On a motion by Mr. Vetrone, seconded by Mr. Cusack, the directors unanimously approved the minutes from the March 30 meeting.

FINANCIALS

The directors had no questions on the financials. Ms. Carney will update the board at the next meeting.

On a motion by Mr. Vetrone, seconded by Ms. Grogan, the directors unanimously approved the 2022 Audit.

SALE AND LEASE OF PROPERTY

Benn Realty is modifying their lease. They currently have office space in the 584 Suites next door. Benn is engaging in a one year lease. They have the option to renew for one additional year. They are moving from a suite to a single office. **On a motion by Mr. Lawrence, seconded by Ms. Grogan, the directors unanimously approved the Benn Realty lease modification.**

GI BOARD APPOINTMENTS

There is currently a vacancy on the Griffiss Institute board. The proposed candidate is Mark Gaston, a CPA out of Syracuse. Mr. Gaston met with several members of the GI board of directors and they were happy with him as a candidate to fill the vacant board slot. EDGE Executive committee has already approved the recommendation. This will get us back to our full complement of directors. **On a motion by Mr. Lawrence, seconded by Ms. Weiman, the board unanimously approved the director appointment.**

BYLAWS AMENDMENT

Mr. Saunders stated that the current bylaws provide for one authorized representative, a position currently held by Mr. DiMeo. In light of his current health issues, it is prudent to add a second authorized representative and modify the bylaws to reflect that. Both Mr. DiMeo and Mr. VanShufflin will be able to act singly. **On a motion by Mr. Cusack, seconded by Ms. Grogan, the board unanimously approved amending the bylaws to add a second authorized representative.**

On a motion by Mr. Martin, seconded by Ms. Weiman, the board unanimously ratified and confirmed Mr. DiMeo's appointment as authorized representative, and appointed Mr. VanShufflin as the second authorized representative.

GLDC CHECK SIGNERS

Mr. Saunders explained that each GLDC check needs two signers – an “inside” and “outside” check signer. GLDC needs an additional “inside” check signer; Mr. DiMeo and Ms. Papale are current signers. **On a motion by Mr. Martin, seconded by Mr. Lawrence, the board unanimously approved adding Mr. VanShufflin as an additional check signer.**

ESD BASE REDEVELOPMENT GRANT DISBURSEMENT AGREEMENT

EDGE received a \$1 million grant from ESD. \$800,000 will go toward the gas conversion project and \$200,000 will go to CNYDA for advocacy activities. The board will also need to approve a subrecipient agreement between EDGE and GLDC. **On a motion by Ms. Grogan, seconded by Mr. Lawrence, the board unanimously approved the GDA from ESD and the subrecipient agreement between EDGE and GLDC.**

GAS CONVERSION PROJECT RESOLUTION

National Grid will be extending two gas mains. We are waiting on them to give GLDC the cost to take the mains around the corner to March Street. This resolution approves the easement. **On a motion by Mr. Martin, seconded by Ms. Armstrong, the board unanimously approved the resolution as presented.**

EQUIPMENT PURCHASE

Mr. Sanzone requested GLDC pay 50% to replace a piece of aging Air Force equipment. The mower in question is from 1989 and staff can no longer get parts to refurbish it. The balance will be paid by GPLA as the mower is used for CAM and greenspace areas. **On a motion by Mr. Vetrone, seconded by Ms. Armstrong, the board unanimously approved the equipment purchase.**

B796 SIGNAGE

Kelberman is moving into B796, the former GI Building. There was signage on the side of the building to honor Ray Urtz, which was removed at the request of the new tenant. Staff feels strongly about keeping his name on the building, and it will be put on the non-entrance side of the facility. Kelberman will have their own signage above the entrance.

VINCENT HOLDINGS

Vincent Holdings has a license agreement on B302. Mr. Fichi has written to GLDC that he wants to exercise his option under the terms of the agreement. He has substantially met his obligation. **On a motion by Mr. Martin, seconded by Mr. Vetrone, the board unanimously approved the exercise of his option, subject to review of counsel as to the attached purchase agreement.**

SKYLINE REZONING

In March GLDC initiated rezoning the Skyline parcel based on the recharacterization of the area due to the Orgill subdivision. GLDC requested as part of the rezoning to add drive-through facilities as a special use permit. GLDC is looking to annex six acres of the conservation district to have 18 acres of continuous development area. The dimensional standards are also changing.

The minimum acreage is being reduced from five to two. The zoning will also include commercial and hospitality uses, and generally move from land-use based to form-based.

The meeting was adjourned by consensus at 4:47 PM.

Respectfully submitted,

Laura Cohen