

**Minutes**  
**Griffiss Local Development Corporation – Board of Directors Meeting**  
**584 Phoenix Drive Rome, NY**  
**Thursday December 17, 2015- 4:17 p.m.**

**Members Present:** Elis Delia; Doug Bartell; Scott Williams (via proxy); Frank Vetrone; Jim Cusack; Tom Zalocha (via proxy); John Mazzaferro

**Members Excused:** Erin Weiman; Russell Stark; Kevin Martin

**Others Present:** Steve DiMeo; Fred Arcuri; Shawna Papale; Anthony Gerardo; Jef Saunders; Peter Zawko; Maureen Carney

Chairman Delia called the meeting to order at 4:17 p.m.

**On a motion by Mr. Vetrone, seconded by Mr. Cusack, the Board unanimously approved the minutes from the November GLDC Board meeting.**

**Financials:**

Mr. Gerardo presented the updated interim financial statements, stating that there was nothing out of the ordinary to report.

**Committee Report:**

Mr. Delia stated that there were no Committee reports for the month of December.

**Corporate Business:**

Mr. Delia stated that the Board needed to elect a 2015 slate of officers, and that the following slate was proposed for consideration:

Elis Delia – Chair  
Kevin Martin – Vice Chair  
Douglas Bartell – Treasurer  
Fred Arcuri – Secretary  
Steve DiMeo – Authorized Representative

**On a motion by Mr. Vetrone, seconded by Mr. Russell, the Board unanimously approved the 2016 slate of officers, as proposed.**

The following slate for the 2016 Executive Committee was also proposed:

Elis Delia  
Kevin Martin  
Douglas Bartell  
Frank Vetrone  
Erin Weiman

**On a motion by Mr. Mazzaferro, seconded by Mr. Russell, the Board unanimously approved the 2016 slate of officers, as proposed.**

Mr. Saunders presented the Board with revised property disposition guidelines for 2016, a copy of which is attached hereto and made a part hereof.

**There being no questions, and on a motion by Mr. Cusack, seconded by Mr. Russell, the Board unanimously approved the revised property disposition guidelines, as presented.**

**New Business:**

Mr. Arcuri presented the Board with proposals for professional services associated with property surveying, that were received as part of a request for proposals that was delivered to local firms, by invitation only.

Mr. Cusack suggested that the four firms that responded to the RFP, and on the condition that they meet the terms of the RFP, should all be considered eligible for selection, but that staff would possess the discretion to distribute work as they deem fit.

**On a motion by Mr. Vetrone, seconded by Mr. Cusack, the Board unanimously approved the selection of four surveying firms for use at Griffiss, with staff possessing discretion to distribute work as they deem fit. A copy of the proposal tabulation is attached hereto and made a part hereof.**

**On a motion by Mr. Cusack, seconded by Mr. Bartell, the Board unanimously moved to enter into executive session to discuss the potential sale or lease of real property, at 4:31 pm.**

**On a motion by Mr. Cusack, seconded by Mr. Vetrone, the Board unanimously moved to exit executive session at 4:52 pm.**

There being no further business, the meeting was adjourned at 4:53 pm.