

**Griffiss Local Development Corporation
Board of Directors Meeting Minutes
584 Phoenix Drive, Rome NY 13441
February 18, 2021 - 4:00 p.m.**

Members Present: Franca Armstrong, Elis Delia, Debra Grogan, Mike Manuel, Dave Winberg, Frank Vetrone, Evan DeGennaro, Jim Cusack, Kevin Martin

Others Present: Mike Callan, Jennifer Waters, Steve DiMeo, Shawna Papale, Maureen Carney, Bill VanShufflin

Mr. Delia called the meeting to order at 4:01 p.m.

Upon a motion by Mr. Vetrone, and seconded by Ms. Grogan, the board unanimously approved the minutes from the January 21st Board meeting. The minutes from the Executive Committee will need to be approved at the next Executive Committee Meeting.

Financials:

Ms. Carney presented the interim monthly financial statements. She noted that there is no significant items to note as there has only been one month of 2021. The revenues are within 5% of the budget. Staff is identifying ways to restructure debt to take advantage of lower interest rates. The 2020 audit is almost complete and the Audit Committee will meet prior to the March Board Meeting.

Committee Reports:

None

New Business:

Ms. Waters presented the Board with the annual PAAA compliance documents for comment and review. The Board received them in advance of the meeting. Ms. Waters asked that they ratify and confirm those documents, as per State law, there were no changes to any of the documents.

On a motion by Mr. Cusack, seconded by Ms. Grogan, the Board unanimously adopted and ratified the PAAA compliance documents, as submitted.

The Board was presented with the annual Authorities Mission Statement and Performance Measures documents as required by PAAA.

There being no changes, on a motion by Mr. Vetrone, seconded by Mr. DeGennaro, the Board unanimously approved the Authorities Mission Statement and Performance Measures.

Mr. Callan presented the board with a draft equipment lease. On or about November 9, 2020, Griffiss Local Development Corporation, by and through New York State Contract #PC67141, Award PGB #22792 – Group 40625, purchased a Skid Steer from Clark Equipment Company, d/b/a Bobcat Company for Forty-Eight Thousand Two Hundred Forty-Six and 82/100 Dollars (\$48,246.82). GLDC is leasing the

Skid Steer to Economic Development Growth Enterprises Corporation ("EDGE"). GLDC proposes to memorialize the terms of its agreement with EDGE in an Equipment Lease.

The Equipment Lease will run for a term of five (5) years, whereunder EDGE will make all payments related to the Skid Steer (loan, maintenance, insurance etc.) and in turn EDGE will have the option to purchase the Skid Steer at the end of the Lease term. A resolution is required of GLDC's Board of Directors, ratifying and confirming the past actions of GLDC and authorizing GLDC to enter into the Lease. Mr. DeLia noted that there should be a change to the signers of the lease.

On a motion by Mr. Martin, seconded by Ms. Armstrong, the Board unanimously approved the Skid Steer lease to Mohawk Valley EDGE.

Ms. Papale presented the Board with the terms of a proposed sublease/license agreement between Oneida County and the Town of New Hartford, for the small arms firing range at Griffiss.

On a motion by Mr. Cusack, seconded by Mr. Manuel, the Board unanimously approved the proposed sublease agreement to the Town of New Hartford.

Old Business:

The Building 302 license agreement is being signed by all parties.

There being no further business, the meeting was adjourned by consensus at 4:15 p.m.

Respectfully Submitted,
Jennifer Waters
Secretary