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**Griffiss Local Development Corporation  
584 Phoenix Dr.  
Rome, NY 13441  
Thursday, March 26, 2026  
4:00 PM**

Members present: Frank Veterone, Kevin Martin, Elis Delia, Mike Manuele,  
(Teams)Chad Lawrence, Evan DeGennaro, Eric MacDiarmid, Erin Weiman, Deb  
Grogan

Others Present: Shawna Papale, Rachel Hadden, Jef Saunders, Corrine Ciaccia, Marc  
Barraco, Jeff Reheler, Julie Daskiewich, Zach Joyce, Frank Sanzone, CJ Hanrahan

**Call Meeting to Order:** The regular meeting of the Griffiss Local Development  
Corporation Board of Directors was called to order at approximately 4:02

**Approval of Minutes:** A motion to approve February 5, 2026, minutes was made by  
Kevin Martin and seconded by Frank Veterone. The directors were all in favor, none  
opposed. Motion carried.

**Finance & Administration:**

Staff presented the February 2026 financial statements. Discussion included:

- Year to date cash fluctuations, including a decrease tied to insurance funded expenditures
- Accounts receivable increases related to EDA grant funding
- Capital purchases, including equipment acquisitions
- Current liabilities, including accounts payable expected to clear in March
- Net income figures and the effect of depreciation and amortization

The Board acknowledged the report. No formal action was required.

**Authorize Additional Bank Representative:**

The Board discussed the need to formally authorize Rachel Hadden to access GLDC  
bank accounts in order to carry out financial and administrative duties. No opposition or  
concerns were raised. A motion to approve Rachel Hadden as a bank representative  
was made by Kevin Martin and seconded by Mike Manuele. The directors were all in  
favor, none opposed. Motion carried.

## **Committee Reports:**

**Audit Committee Report:** Members of the Audit Committee reported on the results of the FY 2025 audit. The Board was informed that the auditors issued a **clean, unmodified opinion**, which is the highest and most favorable audit outcome.

The Committee highlighted several key items from the audit, including:

- The accounting treatment of the CGR property sale, which required classification as an asset held for sale under applicable accounting standards
- The \$4.1 million sale price of CGR and the resulting \$2.8 million loss
- An increase in accounts payable, largely related to construction costs, including demolition work financed by a low-interest EPA loan
- Insurance reimbursements connected to storm damage and roof repairs on Building 776
- Cash flow impacts resulting from asset sales and capital expenditures
- Related-party disclosures outlined in the notes to the financial statements

The Finance Committee met with the auditors, reviewed the findings in detail, and recommended Board approval of the audit.

A motion to accept and approve the FY 2025 audit as presented was made by Kevin Martin and seconded by Deb Grogan. The directors were all in favor, none opposed. Motion carried.

### **New Business:**

**Authorize to ratify and Confirm PAAA Submissions:** The Board reviewed a memorandum outlining statutory governance, reporting, and compliance documents maintained pursuant to the Public Authority Accountability Act. Updates were described as primarily administrative, including date revisions, with no substantive governance changes. A motion to ratify and confirm the PAAA documents as presented was made by Frank Veterone and seconded by Deb Grogan. The directors were all in favor, none opposed. Motion carried.

**Authority Mission Statement and Performance Measures:** The existing GLDC mission statement was reviewed. No revisions were proposed. A motion to approve the mission statement was made by Kevin Martin and seconded by Mike Manuele. The directors were all in favor, none opposed. Motion carried.

**Atlantic Testing Laboratories Lease Extension:**

A request was presented to extend an existing lease for an additional year under the same terms and conditions, including rental rate and square footage. A market review indicated the lease remained within acceptable range. A motion to approve the one-year extension was made by Kevin Martin and seconded by Deb Grogan. The directors were all in favor, none opposed. Motion carried.

**Coleman Spohn Sublease Extension:**

Staff presented a revised lease agreement for a smaller adjacent suite, proposing a three-year arrangement with modest annual rental increases. Due to the limited square footage, the financial impact was minimal. A motion to approve the new contract was made by Deb Grogan, seconded by Frank Veterone. The directors were all in favor, none opposed. Motion carried.

**Chobani Project Matters:**

**i. A. EASEMENTS TO NATIONAL GRID and GUSC:**

The Board reviewed multiple proposed underground easements associated with infrastructure improvements supporting the Chobani development, including gas, electric, and fiber optic lines. Easements were described as largely following common routes through GLDC and neighboring properties. A motion to approve all easements as presented was made by Kevin Martin and seconded by Frank Veterone. The directors were all in favor, none opposed. Motion carried.

**ii. B. LICENSE TO NATIONAL GRID (Laydown/Staging Area):**

Staff requested approval of a temporary license allowing National Grid to use a designated area as a laydown and staging yard during construction activities related to gas infrastructure upgrades. A motion to approve the license agreement was made by Kevin Martin and seconded by Frank Veterone. The directors were all in favor, none opposed. Motion carried.

**iii. C. LICENSE TO CHOBANI LLC:**

An extension was requested for an existing license permitting construction access between Hanger Road and the airfield. Due to phased construction, Chobani requested a five year term in place of the previously approved duration. A motion to approve the five year extension was made by Deb Grogan and seconded by Kevin Martin. The directors were all in favor, none opposed. Motion carried.

## **Griffiss Institute Matters:**

### **GLDC Resolution authorizing the execution of the two Unanimous Written Consents attached thereto:**

#### Amendments to Articles of Incorporation and Bylaws

The Board held a detailed discussion regarding proposed amendments to the Griffiss Institute's governing documents. The amendments were intended to:

- Broaden the scope of permitted activities
- Modernize governance language
- Increase flexibility in board and executive committee size
- Preserve GLDC and Mohawk Valley EDGE membership roles

A motion to authorize representative to handle execution of the unanimous written consent bylaws was made by Frank Veterone and seconded by Mike Manuele. Kevin Martin recused himself and did not participate in the vote. The remaining directors were in favor and approved the motion.

#### **Secretary's Certificate relating to the GLDC Exclusion Resolution:**

The Board reviewed a standard exclusion resolution required for organizations handling classified information. The resolution clarified that GLDC would not seek access to or oversight of classified materials. A motion to adopt the exclusion resolution was made by Kevin Martin and seconded by Frank Veterone. The directors were all in favor, none opposed. Motion carried.

#### Authorization of Execution Authority

Additional authorization was granted to allow staff to execute remaining related documents, including confirming final board size within the approved range. A motion to authorize Shawna Papale to sign related documents was made by Deb Grogan, seconded by Frank Veterone. Kevin Martin recused himself and did not participate in the vote. The remaining directors were in favor and approved the motion.

#### **Baseball Field License Agreement**

The Board discussed a licensing arrangement to address shared use and insurance coverage for a baseball field partially located on GLDC property pending final conveyance to Oneida County. Baseball fields maps presented to board by Jeff Saunders. A motion to approve the license agreement was made by Kevin Martin and seconded by Frank Veterone. The directors were all in favor, none opposed. Motion carried.

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## **Adjournment**

There being no further business, the meeting was adjourned at approximately 4:51PM.

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