

**Meeting Minutes**  
**Griffiss Local Development Corporation**  
**584 Phoenix Drive Rome, NY - WebEx**  
**August 18, 2022 - 4:00 PM**

**Members Present:** Elis Delia, Jim Cusack, Frank Vetrone, Chad Lawrence, Kevin Martin, Eric MacDairmad, Erin Weiman (via Webex), Dave Winberg (via Webex), Evan DeGennaro (via Webex), Franca Armstrong (via Webex)

**Others Present:** Hannah Phillips, Laura Cohen, Jef Saunders, Maureen Carney, Frank Sanzone, Chris Lawrence, Bill VanShufflin, Shawna Papale, Mike Callan

**Chair Delia called the meeting to order at 4:00 PM.**

**Upon a motion by Mr. Lawrence, which was seconded by Mr. Vetrone, the GLDC Board of Directors unanimously approved the meeting minutes from June 16, 2022.**

Ms. Carney presented the interim monthly financial statements for July. The cash note is the same. GLDC had pulled some equity out of Cardinal Griffiss Realty (CGR) to fund various projects. That is the reason for the million dollar increase in cash over the last 12 months.

There has been a decrease in land due to closing on Phase 3 of Air City Lofts. Fixed assets increased, owing to building improvements, new vehicles, and a new loader. Everything has stayed in budget. Steam costs are double what was budgeted, as commodity costs have increased significantly.

**Proposed B796 Lease to The Kelberman Center:**

Mr. VanShufflin reviewed the lease and the terms of the lease. The board needs to authorize a lease that covers the total available space on the second floor at one rate, and roughly 883 SF on the first floor as the office suite. There is an ongoing project with Kelberman that will result in a lease for the first-floor space for their preschool program. GLDC will need a land use variance to move that project forward.

**Upon a motion by Mr. Martin, seconded by Mr. Lawrence, the GLDC Board of Directors unanimously approved the second-floor space (4,499 sf) lease for the Kelberman center at B796 for a term of 30 months beginning December 1, with two one year renewals.**

**Upon a motion by Mr. Vetrone, which was seconded by Mr. Cusack, the GLDC Board of Directors unanimously approved the first-floor space (883 sf) at \$15.25/foot plus utilities lease for the Kelberman Center at B796.**

**Upon a motion by Mr. Martin, seconded by Mr. Cusack, the GLDC Board of Directors unanimously approved the term sheet for the first-floor space for The Kelberman Center.**

Mr. VanShufflin reviewed the terms of the DOT railroad grant. GLDC was awarded a grant in the amount of \$2,028,000. Staff is looking for authorization from the board to administer that grant

under the terms put forth by the DOT. This money will be used for track upgrades, including replacing ties and adding rail siding to support Sovena.

**Upon a motion by Mr. Martin, seconded by Mr. Lawrence, the GLDC Board of Directors unanimously approved to accept the grant and enter into a financial assistance contract with DOT.**

Staff presented an extended and modified license agreement with MVCC. Currently MVCC uses portions of the Park, specifically the Weapons Storage Area (WSA) for tractor trailer driver training. The license is being amended to remove references to Sage (the firm formerly administering the training) and to increase the fee to \$750.

**Upon a motion by Mr. Vetrone, seconded by Mr. Lawrence, the GLDC Board of Directors unanimously approved the amendments to MVCC's license agreement. Ms. Armstrong abstained from the vote.**

Mr. Callan reviewed the title transfer for B302. Vincent Holdings has been rehabilitating B302 and ran into some environmental issues. They are doing some abatement work and found an issue under the parking lot. They have been working with environmental engineers and are asking for six additional months for due diligence starting October 1.

**Upon a motion by Mr. Martin, seconded by Mr. Lawrence, the GLDC Board of Directors unanimously approved the six-month extension as requested by Vincent Holdings for B302.**

Hangar Road Rome LLC (Bonacio) bought the land on the corner of March Street and Brooks Road. At the time they bought the property, GLDC gave them an option on "Phase 2" behind the building. The two-year option is running out next week. They are requesting an additional two-year extension for \$5,000. If they exercise the option they will have the payments credited toward their purchase price.

**Upon a motion by Mr. DeGennaro, seconded by Mr. Lawrence, the GLDC Board of Directors unanimously approved a two-year extension for Hangar Road Rome LLC for \$5,000.**

**At 4:34 PM, the meeting was adjourned by consensus.**

Respectfully submitted,

Laura Cohen, Secretary