



Utica Harbor Point Development Corp.

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UTICA HARBOR POINT DEVELOPMENT CORPORATION

MEETING MINUTES – MAY 23, 2016

A meeting of the Board of Directors of the Harbor Point Development Corporation (the “LDC”) was held in the Mayor’s Conference Room at Utica City Hall. Present at the meeting were members Chairman Vin Gilroy, Brian Thomas, Councilman Jack LoMedico, Councilwoman Samantha Colosimo-Testa, Barbara Brodock, Michael Pezzolanella, Evon Ervin and non-voting ex-officio member Steve DiMeo. Also present was Jack Spaeth, Lisa Nagle, Paul Romano, Allison Damiano-DeTraglia, Cat Manion, Kate Hartnett, Fred Arcuri, Tim Fitzgerald and Christian Mercurio. From the public, Alex Geroud, Ron Vincent, Robert Oliveira, Jim Buswell and Bill True were also in attendance.

The meeting was called to order at 4:30 PM by Board Chairman Vin Gilroy. The first item on the agenda was approval of the minutes from the February 24, 2016 meeting. Ms. Colosimo-Testa made a motion that the minutes from said meeting be approved; Mr. Thomas seconded the motion which was unanimously approved by all in attendance.

The next order of business was an update on the public outreach that had been conducted to date; Ms. Damiano-DeTraglia provided that update to the Board.

The next order of business was a review of the latest requirements from the Public Authorities Accountability Act (PAAA). Mr. Spaeth outlined the PAAA documents for which approval by the Board was necessary for 2014-2015, including: Operations & Accomplishments; Effectiveness of Internal Controls; Mission & Measurement Report; By-Laws (which includes the Procurement and Investment Policies) and Mission Statement. Mr. Spaeth also reviewed the documents for which



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approval was necessary for 2015-2016. Ms. Colosimo-Testa suggested that an amendment to the by-laws should be considered which provided for Common Council ratification of any changes to Board composition suggested by the Mayor, thereby providing for a sort of checks-and-balances. It was noted by Mr. DiMeo that the by-laws provide for a specific process by which amendments are to be made and that the suggestion of Ms. Colosimo-Testa's required more notice than had been provided for the meeting at hand. On a motion by Mr. Thomas, seconded by Mr. LoMedico and unanimously approved by all voting members, all said documents were approved for submission.

The next order of business was an update on ongoing activities by Ms. Nagle and Bob Murray from Harris-Beach (via teleconference). Mr. Murray summarized the state of negotiations with the Canal Corporation relative to DSA-1. Some discussion ensued among Board members relative to fill anticipated from the Utica Nano site and its timing. Mr. Murray proposed a response back to the Canal Corporation with which the Board concurred.

The next order of business was an update on several grants, including LWRP #4 and the 2014 ESDC grant. In response to a question from Mr. DiMeo, Mr. Thomas noted that the City did not yet have a Grant Disbursement Agreement in place for this grant, but that he had been in contact with an ESDC representative out of Rochester that had it on his calendar to take it to the Board at their July meeting.

The next order of business was an update on the Memorandum of Understanding between the City of Utica and the UHPDC which was drafted by Mr. Murray and reviewed by Ms. Hartnett. There being no issues with the draft MOU, Ms. Colosimo-Testa made a motion approving the document and



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authorizing the Board Chairman to sign said agreement. The motion was seconded by Mr. Thomas and unanimously approved by all voting members.

The next order of business was an update on the design guidelines. Ms. Nagle briefly described the guidelines and discussed a tentative review/approval schedule that had been provided by Mr. Thomas. At the suggestion of Mr. Arcuri, the Board agreed to discuss the guidelines further at the June meeting, thereby giving all members additional time to review and consider.

The next order of business was a discussion on grant requests including the TIGER grant that had been submitted since the February meeting which included funding for the bulkhead and improved pedestrian connections. The upcoming CFA round was also discussed and it was noted that the deadline for that grant is July 29th.

The Board discussed scheduling the next meeting and it was decided that Wednesday, June 15th at 4 PM would be acceptable to most Board members.

On a motion by Mr. LoMedico, seconded by Ms. Brodock, the meeting was adjourned at 5:39 PM.