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UTICA HARBOR POINT DEVELOPMENT CORPORATION

MEETING MINUTES – JUNE 17, 2020

A regular meeting of the Board of Directors of the Utica Harbor Point Development Corporation (the “LDC”) was held via WebEx. Present at the meeting were members President Vin Gilroy, Brian Thomas, Evon Ervin, Councilman Joe Betrus and Michael Pezzolanella. Also present was Jack Spaeth, Paul Romano, Allison Damiano-DeTraglia, Tim Fitzgerald; Bob Murray, Lisa Nagle and Melanie Marotto joined via telephone. The meeting was called to order at 4:19 PM by Board President Vin Gilroy.

The first item on the agenda the approval of the Board minutes for the February 19th meeting. On a motion by Ms. Ervin, seconded by Mr. Thomas, and unanimously approved by all voting members, the Board approved the minutes of the February 19, 2020 meeting.

The next item on the agenda was consideration of approval of various documents for submission to the State Public Authorities Reporting Information System. On behalf of the Board, Mr. Spaeth reviewed the various documents, including the UHPDC Procurement and Investment Policies, its By-Laws, Mission Statement, Mission and Measurement Report, Effectiveness of Internal Controls and Operations & Accomplishment for the past year. On a motion by Councilman Betrus, seconded by Mr. Pezzolanella and unanimously approved by all voting Board members, the Board approved the draft documents and authorized their submittal to the State’s PARIS.

The next item on the agenda was discussion of the work of the various committees. Under the Partners report, Mr. Murray and Ms. Marotto reviewed the parameters under negotiation of the land sale agreement between the UHPDC and the Canal Corporation. They noted that the Canal Corporation has informed them that the heavy equipment will remain in the 1933 building, but that they will accept a 60-day notice period from UHPDC precedent to a move. The Canal Corporation has also noted that mold in the 1933 building as a result of the October 2019 flooding needs to be addressed which they are working on presently. The Canal Corporation has also committed to keeping the electrical service to the building on and will transfer to UHPDC upon their vacating the building. The Canal Corporation has also indicated that the rear wood structure which serves as an office area

will be demolished, unless the UHPDC objects. They have also indicated that their moving date is more realistically August 2021, rather than March 2021 which had previously been the target date.

Ms. Nagle reported that Mohawk Valley Gardens is planning to start design work for the 1933 building and the surrounding environs in the Summer of 2021 with construction to start later that year and completion planned for mid-2022. She added that they will need a work permit from Canal Corporation, noting as well that the UHPDC's appraisal needs to be completed in order to begin negotiations on a contract.

Under Design & Engineering, Ms. Nagle and Mr. Romano then briefly reviewed the status of a variety of other ongoing projects related to the Harbor. As far as the bulkhead, the construction is complete, though the water level has been noted to be fairly low presently. It was noted that a fence has been installed to prohibit public access to the existing boat launch, located just north of the 1917 building; however, people are still finding ways to gain access. Mr. Romano noted that the Utica Police Department has been advised and that patrols will make an attempt to make regular visits to monitor. As far as wetlands in DSA-1, Mr. Romano noted that a wetland permit is needed before any more fill can be brought in; he indicated that the Sauquoit Creek project may be the best source of such soils without having to purchase. On the Wurz Avenue Extension, Mr. Romano informed the Board that the project is out to bid and due soon. He added that the work will extend Wells Avenue and the Wurz Avenue Extension north to the roundabout, where both connect. However, he indicated that the work does not include the roundabout itself as the developer of DSA-1 will likely want to design that specifically to fit his development plan.

Under Property Acquisition, Mr. Murray and Ms. Marotto relayed to the Board that they are reviewing proposed contract provisions between the UHPDC and Visions. On the Suit-Kote transaction, Mr. Spaeth informed the Board that UHPDC funds necessary for the closing are lacking until such time as Empire State Development provides critical grant reimbursement.

On another note, a question was raised about the maintenance of landscaping improvements at the Wurz Avenue Extension entrance. In response, Mr. Thomas noted that the City DPW would be assisting when possible. He also indicated that he had reached out to a local landscaper to request a quote for the work.

There being no further business before the Board, Ms. Ervin made a motion to adjourn which was seconded by Mr. Thomas at 5:20 PM.