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UTICA HARBOR POINT DEVELOPMENT CORPORATION

MEETING MINUTES – November 19, 2025

A regular meeting of the Board of Directors of the Utica Harbor Point Development Corporation (the “LDC”) was held in the Mayor’s Conference Room at City Hall. Present at the meeting were members President Vin Gilroy, Brian Thomas, Councilman Joe Betrus, Richard Fox, Shaun Kaleta, Evon Ervin, and Philip Sbarra. Also present were Jack Spaeth, Paul Romano, Allison Damiano-DeTraglia, Tim Fitzgerald, Lisa Nagle (Webex), Bob Murray (Webex), and Melanie Marotto (Webex). The meeting was called to order at 4:06PM by Board President Vin Gilroy.

The first item was approval of the Board minutes for the October 15, 2025 meeting. On a motion by Mr. Thomas seconded by Ms. Ervin and unanimously approved by all voting members, the Board approved the minutes of the October 15, 2025 meeting.

The next item was a resolution authorizing the selection of and negotiating and executing a contract with Smajic Construction Company as contractor for construction of pad-ready improvements, rigid inclusions and foundations, and demolition of existing facilities and construction of new utility extensions as outlined in DASNY grant project ID# 28443, conditional upon the LDC obtaining funding acceptable to the corporation to permit the project and execution of a purchase and sale agreement with Mohawk Valley Garden. On a motion by Mr. Kaleta seconded by Mr. Sbarra and unanimously approved by all voting members, the Board approved the resolution.

The next item was review and approval of the NYS Authorities Budget Office documents for April 1, 2024 — March 31, 2025. Mr. Spaeth reviewed the documents with the LDC. On a motion by Mr. Thomas seconded by Ms. Ervin and unanimously approved by all voting members, the Board approved the documents

The next item was an update on relationships with new bank partners. President Gilroy shared that he is working with Bank of Utica on an unsecured loan for the remaining balance with NBT Bank. He should have an update soon. He also shared that he will finalize the line of credit from Adirondack Bank specific to the work to be completed as part of the DASNY grant once the purchase and sale agreement with Mohawk Valley Garden is finalized.

The next item was project updates

1917 Building: A letter was sent to Salvatore Borruso informing him that a fully responsive letter of intent must be received by President Gilroy by December 15, 2025, or the board will terminate the preferred developer status of Mr. Borruso. To date, an updated letter has not been received. President Gilroy will send a follow up one week before the deadline.

Jones (Monarch) Chemical: Mr. Romano shared that an introduction call was held between the Jones Chemical contacts and the City of Utica Corporation Counsel office since the purchase will now be done directly by the City of Utica.

National Grid: Mr. Romano shared that conversations are continuing so that the boat launch can be built in the next construction season.

DASNY and Canal Corporation Grants: Both are moving forward

Old Business/Other

Mr. Thomas shared that there were more than 40 responses to the Harbor branding RFP and his team is currently reviewing them.

Councilman Betrus asked about scheduling community events at the Harbor in 2026. Mr. Thomas advised that community events at the Harbor would be handled directly with the City of Utica, following the same process used for other City parks/areas.

Ms. Nagle and Mr. Romano shared that the grant was not awarded to build a welcome center with bathrooms in the Harbor area, but that the team can reapply in 2026.

President Gilroy shared that there will be no meeting in December unless it is needed.

There being no further business before the Board, Councilman Betrus made a motion to adjourn, which was seconded by Mr. Sbarra and unanimously approved by all voting members at 4:44PM.