



Schenectady Metroplex Development Authority
Board Meeting Minutes
March 13, 2019

Present: Ray Gillen, Bradley Lewis, Karen Zalewski-Wildzunas, Sharon Jordan, Nancy Casso, Todd Edwards, Neil Golub and Paul Webster

Absent: Robert Dieterich and John Mallozzi

Others: Jayme Lahut, Maureen Behrens, David Hogenkamp Jennifer Medler, Mark Meigher and an audience of one

Call to Order: Mr. Gillen called the meeting to order at 6:00 p.m.

1. Approval of Minutes: Mrs. Zalewski-Wildzunas made a motion to approve the minutes of the February 13, 2018 meeting; seconded by Ms. Jordan and approved.

2. Treasurer's Report: Mrs. Zalewski-Wildzunas presented the financial report for the period ending February 28, 2019. Cash on hand was \$4.9 million. Mr. Lewis moved the Treasurer's Report; seconded by Mrs. Casso and approved.

3. BelGioioso Cheese Project: Resolution 1291-19 — Hold a Public Hearing

The resolution authorized holding a public hearing with respect to BelGioioso Cheese's proposed \$25 million, 96,000 square foot production facility at the Glenville Business and Technology Park that will create 50+ jobs. Metroplex participation involved an infrastructure grant, exemptions from sales taxes, mortgage recording taxes and real property taxes with a pilot generating new tax revenues on this formerly government-owned site. Resolution 1291-19 called for a public hearing prior to final consideration of the application. Mrs. Zalewski-Wildzunas moved Resolution 1291-19; seconded by Ms. Jordan and approved.

4. DSIC Support Grant (2019): Resolution 1292-19 — Adopt the General Project Plan

Resolution 1292-19 authorized a \$250,000 grant to the Downtown Schenectady Improvement Corporation (DSIC) for their continued administration of its environmental enhancement and maintenance program. The plan has increased staffing to keep pace with downtown activities. Resolution 1292-19 was moved by Mr. Lewis; seconded by Mrs. Zalewski-Wildzunas and approved following discussion.

5. Five-Year Capital Projects Plan (2019-2023): Resolution 1293-19 — Hold a Public Hearing

At the Governance Committee's February 27 meeting, it recommended adopting the Five-Year Capital Projects Plan. Resolution 1293-19 called for holding a public hearing as required by the Enabling Act to solicit public comment. After the public hearing, the plan can be considered by the Board. Resolution 1293-19 was moved by Ms. Jordan, seconded by Mrs. Zalewski-Wildzunas and approved.

6. Policy Compliance: Resolution 1294-19 — Amend the Personnel Policy

At the Governance Committee's February 27 meeting, it recommended changes to the Authority's Personnel Policy to meet new State legal mandates. New York State now requires that all employees receive sexual anti-harassment training to better recognize and report incidences of sexual harassment and unlawful forms of discrimination. All organizations are now required adopt a written sexual harassment prevention training policy. Resolution 1294-19 was moved by Mr. Golub; seconded by Ms. Jordan. After discussion, Resolution 1294-19 was approved.

7. 2019 Mission Statement and 2018 Performance Report: Resolution 1295-19 — Adopt Mission Statement and Report

The 2019 Mission Statement and 2018 Performance Benchmarks Report were distributed in advance of the meeting, which will be filed with the ABO and placed on the Metroplex website. Resolution 1295-19 was moved by Ms. Jordan; seconded by Mrs. Zalewski-Wildzunas and approved.

8. 2019 Investment Policy and 2019 Report: Resolution 1296-19 — Reauthorize Policy and Adopt Report

The 2019 Investment Policy and 2018 Investment Report were distributed in advance of the meeting, which must be filed with the ABO and placed on the Metroplex website. Resolution 1296-19 was moved by Ms. Jordan; seconded by Mrs. Zalewski-Wildzunas and approved.

9. 2019 Real Property Policy and 2018 Report: Resolution 1297-19 — Reauthorize Policy and Adopt Report

The 2019 Real Property Disposition Policy and 2018 Real Property Report were distributed in advance of the meeting, which will be filed with the ABO and placed on the Metroplex website. Resolution 1297-19 was moved by Ms. Jordan; seconded by Mrs. Zalewski-Wildzunas and approved.

10. Procurement Guidelines: Resolution 1298-19 — Readopt Procurement Guidelines

The 2019 Procurement Guidelines were distributed in advance of the meeting, which will be filed with the ABO and placed on the Metroplex website. Resolution 1298-19 was moved by Ms. Jordan; seconded by Mrs. Zalewski-Wildzunas and approved.

11. 2019 Goal Plan for Minority and Women-Owned Businesses: Resolution 1299-19 — Reauthorize M/WBE Plan

The 2019-20 Master Goal Plan for Minority and Women-Owned Businesses was distributed in advance of the meeting, which will be submitted to Empire State Development and placed on the Metroplex website. Resolution 1299-19 was moved by Ms. Jordan; seconded by Mrs. Zalewski-Wildzunas and approved.

12. General Operating and Financial Policy: Resolution 1300-19 — Amend and Readopt Policy

At their February 27 meeting, the Governance Committee reviewed the General Operating and Financial Policy and recommended several modifications to the policy. Resolution 1300-19 was moved by Ms. Jordan; seconded by Mrs. Zalewski-Wildzunas and approved.

Public Comment: Jim Salengo, DSIC Executive Director, thanked the Board for its on-going support.

Board Comment: Ray Gillen and David Hogenkamp updated the Board on the aquatics study that Metroplex is funding.

Adjournment: Mr. Golub moved to adjourn, seconded by Mrs. Zalewski-Wildzunas. The meeting was adjourned at 6:40 p.m.

Respectfully submitted,

Jayne B. Lahut
Executive Director