

**CENTRAL NEW YORK REGIONAL MARKET AUTHORITY
REGULAR BOARD MEETING**

Tuesday, April 4, 2023

5:30 PM

PRESENT: C. Pratt(C.Pratt left at 6:26PM), A. Emmi. L. Podsiedlik(L. Podsiedlik left at 6:32PM), J. Berenguer, T. Bonoffski, J. Musumeci, M. Broccoli, J.A. Delaney, G. Palmer, R. Darratt

ABSENT: D. Ross, M. Mahar

OTHER IN PERSON: A. Vitale, H. Poole,

The meeting was called to order at 5:35 PM by Board President, Chip Pratt.

APPROVAL OF AGENDA

Resolved; a motion was made by A. Emmi and seconded by T. Kerr to approve the agenda. all in favor; no one opposed; no abstentions.

APPROVAL OF PRIOR MINUTES 3/7/23

Resolved; a motion was made by J. Musumeci and seconded by J. Berenguer to approve the prior minutes. all in favor; no one opposed; no abstentions.

NOMINATING COMMITTEE PRESENTATION - Marty Broccoli

a. Slate of Officers for Approval

M. Broccoli presented that the Nominating Committee met, and shared the proposed slate of officers.

Resolved; a motion was made by J.A . Delaney and seconded by J. Musumeci to approve proposed slate of officers as follows:

**President - Anthony Emmi
1st Vice President - Jose Berenguer
2nd Vice President - Tom Bonoffski
Treasurer - Randall Daratt
Secretary - Maria Mahar**

**At Large - Larkin Podsiedlik
Finance Officer - Randall Daratt
Ethics Officer - Marty Broccoli**

Contract Officer - Amanda Vitale
Affirmative Action Officer - Jose Berenguer
Data Access Officer - Amanda Vitale
FOIL Appeals Officer - Anthony Emmi

All in favor; no one opposed; no abstentions.

Following the approval of the aforementioned new slate of officers, C. Pratt took a moment to reflect on his time as president.

J. Musumeci took an opportunity to thank Chip for his service as president.

A. Emmi took over the meeting as the President of the Board of Directors.

ANNUAL APPROVALS

Resolved; a motion was made by C. Pratt and seconded by T. Kerr to approve the official copy fee for F.O.I.L. requests to be \$0.25 per page. all in favor; no one opposed; no abstentions.

Resolved; a motion was made by C. Pratt and seconded by L. Podsiedlik to approve the following:

Hancock & Estabrook as the representing legal firm for the Authority with Janet Callahan acting as lead counsel.

Harris Beach as a secondary representing legal firm for the Authority with Justin Miller acting as lead counsel.

C&S Engineers as engineers of record with Mark Chambers as primary contact person.

Dermondy, Burke, and Brown as Auditors for the 2022-23 Audit.

The Post Standard as the official paper for legal announcements.

Richard Walker as the Risk Manager for the Authority. all in favor; no one opposed no abstentions.

M&T Bank and Solvay Bank as approved banking locations.

All in favor; no one opposed; no abstentions.

BOARD DISCUSSION

M. Broccoli mentioned the current tenant, Anwar Alkoubah at Regional Fresh Poultry, would like to add a 4,500 square foot building to their current location. Anwar would like to sign a land lease for the new building, which would be on the Hiawatha Blvd. side of the current building. A. Vitale has previously discussed this with Anwar and had asked for him to present the Board with floor plans and a business proposal for the proposed project for the Board to discuss. M. Broccoli will notify Anwar again of the requested documents.

Am. Viale notified the Board of Directors that the Authority is currently being audited by the New York State Comptroller's Office. She let board members know that they can expect to hear from the auditors as they work through the audit, in order to keep the Board of Directors aware of the process. A. Vitale explained that the Authority was last audited by the Comptroller's office back in 2015 or 2016 when A. Vitale first began working for the Authority.

J.A. Delaney presented that the Governance Committee met on Monday, March 27th. They reviewed all of the Authority's Policies and worked with the Executive Director and Authority's attorney to reformat and update existing policies as well as to develop new policies as required by the ABO. J.A. Delaney and A. Vitale presented the Board of Directors with a policy book containing all of the updated policies. A. Vitale notified the Board of Directors that she did make updates to the purchasing policy to update the limits based on the current spending limits determined by the ABO and to strengthen the best practices for purchasing through the form of requisition request forms and receiving protocol. These updates were based on some policy weaknesses that were preliminarily addressed by the Auditor from the State Comptroller's Office. J.A. Delaney presented that updating the policies is critical for the Authority, in order to ensure our compliance, and recommended they be approved. The Authority is currently waiting on two(2) more policies from the attorney, Records Disposition and Records Retention. Once those are received they will be brought to the Governance Committee and Board of Directors for approval as well. The Governance Committee will be going through the bylaws once reviewed by the attorney as well. J.A. Delaney also reminded the Board to complete their ABO Training, which needs to be done every three(3) years. As well as the Annual Board of Directors Evaluation to be completed and returned to the Governance Committee.

Resolved; a motion was made by R. Daratt and seconded by C.Pratt to approve all of the policies as presented. All in favor, no one opposed, no abstentions.

Am. Vitale discussed PARIS Reporting and the current delay with posting due to an audit that has been ongoing for over a year now. They have requested an origination document of the 1935 grant for the construction of the facility. Am. Vitale will discuss this with the attorney and request

they handle the ongoing correspondence. Am. Vitale will also look into the possibility of selling advertising and fundraising for the Market, as a couple of ideas were discussed.

Am. Vitale and A. Emmi announced they had secured a meeting with Assemblyman Magnarelli on Tuesday April 11th at 2:00PM to follow up and discuss items such as the Market's Revitalization Project.

Resolved: a motion was made by M. Broccoli and seconded by J. Berenguer to move out of Regular Session and into Executive Session to discuss confidential Negotiation, under Section 105 at 6:34PM. all in favor; no one opposed; no abstentions.

Resolved: a motion was made by J. Musumeci and seconded by T. Kerr to move out of Executive Session and into Regular Session at 7:03PM. all in favor; no one opposed; no abstentions.

NEXT MEETING(S)

The next meeting of the Board of Directors will be on Tuesday, June 6, 2023 at 6:30 PM in the conference room on the second floor of the Administration Building at 2100 Park Street.

The Executive Committee will meet immediately following the adjournment of this meeting in the conference room on the second floor of the Administration Building at 2100 Park Street.

The Personnel Committee will meet on Tuesday June 6, 2023 at 5:30 PM in the conference room on the second floor of the Administration Building at 2100 Park Street.

The Governance Committee will meet prior to the June meeting, but the date and time is currently TBD.

ADJOURNMENT

Resolved; a motion was made by J.A. Delaney and seconded by J. Berenguer, to adjourn at 7:08 PM. All in favor, no one opposed; no abstentions.