

CENTRAL NEW YORK REGIONAL MARKET AUTHORITY
REGULAR BOARD MEETING
Tuesday, July 14th, 2020
6:00 P.M.

PRESENT: J. Musumeci, J. Bereneguer, J.A. Delaney, M. Broccoli, C. Pratt, M.E. Chesbro, R. Daratt, A. Vitale, B. Vitale, D. Mannion, M. Thurston, A. Emmi

ABSENT: K. Batman, D. Ross, S. Ficken, C. Nowak, M. Mahar

The meeting was called to order at 6:05 PM by Board President: Chip Pratt

APPROVAL OF AGENDA

Resolved; a motion was made by J. Musumeci and seconded by R. Daratt to approve the agenda. All in favor; no one opposed; no abstentions.

APPROVAL OF PRIOR MINUTES

Resolved; a motion was made by M. Broccoli and seconded by M. Thurston to approve prior minutes. All in favor; no one opposed; no abstentions.

GOVERNANCE COMMITTEE PRESENTATION- J.A. Delaney

J.A. Delaney discussed the Governance Committee meeting that was held on 6/30/2020. They approved the agenda as well as the prior minutes in the meeting. They did an annual review of the executive director, and the review was very positive. There was a discussion in regards to future meetings, which includes getting some policies reviewed, as well as the bylaws. Within the bylaws there is another change coming in regards to the marketing committee; the language needs to be developed for the marketing and promotion committee, as well as a charter written for that.

Also discussed was the program and facility goals that were attached that have not been looked at since 2015. There are program goals as well as facility long and short term goals that need to be updated.

The next meeting will be held as needed after review of the Board meeting held on 7/14/2020.

FACILITIES COMMITTEE PRESENTATION- R. Daratt

R. Daratt discussed the Facilities Committee meeting that was held on Tuesday that discussed five items.

Buda's Meats and Produce

The first item discussed was in regards to Buda's Meats and Produce. V. Griffith had requested an extension; however, she has no more. The lease expires in December, and R Daratt explained they would be having a lawyer send Buda's a letter explaining their options to them. A. Vitale mentions a couple of options were discussed at the meeting in regards to Buda's lease. One idea was to extend their lease for one year as is so that they would have time to get through current situations and be able to have quality time and negotiation, rather than trying to rush this and get through until December. Since the letter has not been drafted, A. Vitale suggested option be mentioned, and C. Pratt agreed.

City Sidewalks

The second item discussed was about the city sidewalks. R. Daratt mentions the sidewalk plans are now moving forward, and A. Vitale states they now have a pour date, so things should continue to flow smoothly.

Russo Drainage

The third item discussed was in regards to the Russo drainage issue. Russo keeps reporting a broken drain. R. Daratt states the price of materials to repair the drain would be around \$10,000. A. Vitale mentions a proposal that was brought up by C&S Engineers of what they believe would be the cost if the Board was to go out to bid and have the project done. The estimate is at \$31,700, and this does not include the possibility that a company doing the project expecting a prevailing wage. If that was the case, the estimated price would increase. A. Vitale also states that C&S Engineers mentions that this project may be very difficult, and it may be hard to find a company to bid. The repair needs to be done; it is just a matter of the action that wants to be taken in regards to the drain. C. Pratt asks B. Vitale if the project was to be done in house if he still believes the project would cost around \$10,000 based on C&S Engineers' estimate. B. Vitale states that he believes the in house estimate would remain the same because the project would be handled differently versus a company coming to work on it. Another Board member suggests keeping the in house option, going out to bid, and also have Russo privately find a company to repair the drain and compare estimate prices before making the final decision.

Resolved; a motion was made by A. Emmi and seconded by J. Musumeci to make the determination for the drain after reviewing all three options. All in favor; no one opposed; no abstentions.

513 Hiawatha Boulevard

B. Vitale states he did a walkthrough with C&S Engineers. They focused on the structural condition and the roof condition. B. Vitale personally stated that he believed the condition of the building was in much better shape in comparison to 8 or 10 years ago when he first looked at it. There are some issues inside, such as a section of the floor that has

differential settlement, but the issue is very minor. There are a few steel columns that have been hit inside by forklifts that will either need to be repaired or replaced. The report from C&S states there are some issues with the roof. B. Vitale suggests that the roof can be maintained, or it could be replaced one section at a time if they choose to do so. The report from C&S Engineers was overall very positive. B. Vitale states that another issue encountered is there is no phase one environmental. The building will be appraised the first week of August, and it is unknown at the moment if a phase one environmental will even be required for the building. The phase one environmental will be on hold as of right now.

Resolved; a motion was made by J. Musumeci and seconded by A. Emmi to move forward with the purchase without phase one . All in favor; no one opposed; no abstentions.

Gas Station

A gas station had been discussed previously prior to the COVID-19 shutdown. The tenant is still very interested. The committee was open to keeping the conversation about the gas station alive as a possibility. The also discussed the option of putting out proposals to different gas stations.

Committee Discussion

A. Vitale states that the committee discussed they are 20 plus years removed from the restoration process of the facility. Parts of the facility will require future substantial work, and they will have to plan future budgeting for other projects with that in mind. Some projects could be done in house, but there currently is a limited staff in maintenance. A. Vitale discussed contacting the concrete company that does yearly projects with the Market about future restorations of the administration building.

PERSONNEL COMMITTEE PRESENTATION- M. Broccoli

M. Broccoli discusses the current staff at the market as well as the hiring of the newest Market Manager. There are still a few missing spaces; however, A. Vitale is very comfortable with the staff working for her right now. Raises were reviewed for all of the staff as well as A. Vitale.

Resolved; a motion was made by M.E. Chesbro and seconded by R. Daratt to move out of regular session and into executive session for the discussion of personnel. All in favor; no one opposed; no abstentions.

Resolved; a motion was made by M.E. Chesbro and seconded by A. Emmi to move out of executive session and into regular session. All in favor; no one opposed; no abstentions.

Resolved; a motion was made by M.E. Chesbro and seconded by A. Emmi to agree to the increases as presented. All in favor; no one opposed; no abstentions.

STRATEGIC PLAN & FACILITY/ PROGRAM GOALS

The Board discussed the strategic plan and facility/ program goals.

Resolved; a motion was made by J. Bereneguer and seconded by A. Emmi to move this discussion to the Governance Committee. All in favor; no one opposed; no abstentions.

BOARD DISCUSSION

The board discussed making a separate Marketing Committee with M.E. Chesbro as chair. They will need to get a language and charter for the separation of boards.

Resolved; a motion was made by J. Bereneguer and seconded by M. Broccoli to branch and make a separate Marketing Committee with M.E. Chesbro as chair. All in favor; no one opposed; no abstentions.

NEXT MEETING

The next meeting of the Board of Directors will be on August 11th, 2020 at 7:00 p.m.

ADJOURNMENT

Resolved; a motion was made by J. Musumeci and seconded by M.E. Chesbro, to adjourn at 7:29 p.m. All in favor; no one opposed; no abstentions.

Maria Mahar, Secretary