

OGDENSBURG BRIDGE & PORT AUTHORITY
BOARD MEETING
THURSDAY, FEBRUARY 4, 2021

A meeting of the Board of Directors of the Ogdensburg Bridge and Port Authority was held in the Board Room of the Administration Building on Thursday, February 4, 2021 at 4:00 PM.

The following were present:

Vernon D. Burns, Chairperson
Megan J. M. Whitton, Vice-Chairperson
Christopher B. T. Coffin, Treasurer
David D. King, Secretary
Jennifer Quirk-Pickman, Assistant Treasurer
Nicole Terminelli, Assistant Secretary
Toni Kennedy, Member

ALSO: Jennifer Granzow, Counsel
Steven J. Lawrence, Interim Executive Director
Patricia A. Nisco, Chief Financial Officer
John A. Rishe, Director of Commercial & Industrial Development
Stephanie L. Saracco, Airport Manager

- I. Board Chair Burns called the meeting to order at 4:05 PM.
- II. Letters and Communications to the Board.
- III. Approval of Board Minutes. On a motion by David D. King, seconded by Toni Kennedy, the minutes from the January 6, 2021 meeting were approved by voice vote.
- IV. Reports
Presentation and Reports:

Christopher B. T. Coffin gave a short report on the January 25, 2021 Finance Committee meeting. The Income/Expense, Bridge Traffic, Airport Activity, Port Activity, and Building Occupancy/Marketing reports were discussed briefly. Board Chair Vernon D. Burns asked if a decision has been made regarding Essential Air Service yet. Airport Manager Stephanie L. Saracco replied that a ruling has still not

been made, but that one is expected by the end of the month. Vernon D. Burns requested that if decisions for other airports are announced and OGS is not included, to let him know. There was a brief discussion about marketing at the airport. David D. King suggested that perhaps the Authority could use electronic signs located in neighboring towns to let passengers know that the airport is still open and operating flights.

V. Unfinished Business.

There was none.

VI. Business Items.

A. General Administration

1. Approval of Surplus Property Minimum Bid. The Authority is in the process of soliciting bids for the sale of the following surplus property:

2003 Colony 28' X 68', Double Wide Modular Home, Model#WW522

- 1-story wood frame single-family double-wide residence
- Gross building area of 1,904 square feet built on a pier foundation
- The unit has 3 bedrooms and 2 full bathrooms
- The unit was bought from Morning Star Homes
- **A minimum bid of \$30,000 is required.**

The buyer will be required to remove the Modular Home offsite within a time period negotiated with the Authority. On a motion by Christopher B. T. Coffin seconded by Nicole Terminelli, it was,

RESOLVED, that the Executive Director is hereby authorized and directed to proceed with the sale of surplus property at the established minimum bids outlined below:

2003 Colony 28' X 68', Double Wide Modular Home, Model#WW522

- 1-story wood frame single-family double-wide residence
- Gross building area of 1,904 square feet built on a pier foundation
- The unit has 3 bedrooms and 2 full bathrooms
- The unit was bought from Morning Star Homes
- **A minimum bid of \$30,000 is required.**

And be it;

FURTHER RESOLVED, that the buyer will be required to remove the Modular Home offsite within a time period negotiated with the Authority.

A vote was called.

AYES: David D. King
Christopher B. T. Coffin
Vernon D. Burns
Megan J. M. Whitton
Nicole Terminelli
Toni Kennedy
Jennifer Quirk-Pickman

MOTION CARRIED

B. Other Such Matters

1. Appointment of OBPA Executive Director. Board Chair Vernon D. Burns stated that Albany has requested further information regarding this resolution and he asked that it be tabled until the March Board meeting. On a motion by Nicole Terminelli, seconded by Toni Kennedy, this item was tabled.

A vote was called.

AYES: Christopher B. T. Coffin
Vernon D. Burns
Megan J. M. Whitton
Nicole Terminelli
Toni Kennedy
Jennifer Quirk-Pickman
David D. King

MOTION CARRIED

Board Chair Vernon D. Burns stated that there was a need for an Executive Session to discuss personnel matters. On a motion by Christopher B. T. Coffin, seconded by Nicole Terminelli, the meeting moved into Executive Session at 4:48 PM. On a motion by Jennifer Quirk-Pickman, seconded by Nicole Terminelli, the meeting resumed at 5:15 PM. On a motion by Jennifer Quirk-

Pickman, seconded by Nicole Terminelli, a resolution was added to the agenda under Other Such Matters.

2. A Resolution in Support of Steve Lawrence. On a motion by Christopher B. T.

Coffin, seconded by Toni Kennedy, it was,

RESOLVED, that the Board of Directors of the Ogdensburg Bridge & Port Authority wishes to recognize the Authority's Interim Executive Director, Steve Lawrence. Steve has led the Authority through the most difficult year in its history.

Steve has improved staff morale and efficiency, created a more inclusive work environment with open and great flow of communications;

Steve has retained all Authority staff and changed the culture for the better; He has controlled costs and restructured and redirected the finance department, putting the Authority in a greatly improved position;

Under his leadership, Port traffic has increased by nearly 50% in the midst of a global pandemic;

He shepherded the Authority through renegotiation of financing terms with major lenders, securing and extending lines of credit necessary for Authority operations;


He managed a bridge project in excess of \$20 Million, managed airport operations through a constantly changing landscape of travel restrictions, and maintained commercial traffic over the bridge at close to normal levels despite the impact of COVID.

The Board of Directors formally acknowledges the outstanding work and leadership of Steve Lawrence, and directs that this resolution, upon passage, be shared with the appropriate State officials.

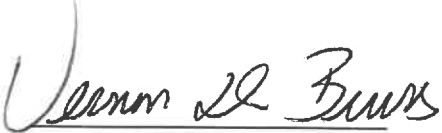
A vote was called.

AYES: Vernon D. Burns
Megan J. M. Whitton
Nicole Terminelli
Jennifer Quirk-Pickman
David D. King
Christopher B. T. Coffin

The next meeting was set for Thursday, March 4, 2021 at 4:00 PM. This meeting will be held remotely. On a motion by Christopher B. T. Coffin, seconded by Nicole Terminelli, the meeting adjourned at 5:20PM.



David D. King
Secretary



Vernon D. Burns
Chairperson