



Minutes from...
Tech Farm II Special Board Meeting
March 5, 2021 at 10 am via Zoom

Members in Attendance (alphabetical by last name):

Sage Gerling, Michael Manikowski (Chairman), Jan Nyrop, Michael Nozzolio, William Strassburg, Brendan Tydings, Catharine Young

Non- Members in attendance (alphabetical by last name):

Sarah Meyer, Harry Sicherman

I. General update on all elements of the building project

The EDA procurement process was petitioned deciding that MRB will not be used as the project engineer for Tech Farm II. Hunt Engineers has been designated. ESD award status update becoming critical for project start. The Board is eager to confirm funding. The EDA would need to agree to the conditions and approve closing documents on a loan. In addition to attorney fees, consideration is needed for the two phases of closing of a loan, first disbursement at <\$20K with no collateral, then 2nd disbursement with collateral. Collateral (land value) would need to be determined before release of funds from the City.

II. Authorization to engage Harris Beach for legal services / Nozzolio conflict disclosure

The EDA requires legal services throughout the project to be determined within 60 days award acceptance. Michael Manikowski states a resolution that the Board designates Harris Beach as legal counsel throughout the Tech Farm II project. Motion to accept made by Bill Strassburg; seconded by Jan Nyrop. Passed without discussion. Michael Nozzolio abstained. Passed at 10:23 am.

III. Board authorization to award the design contract to Hunt Engineering pending negotiation of fair and reasonable compensation; would also require notifying MRB

EDA accepted the Board's procurement process, allowing Hunt Engineers to be the project engineer for the Tech Farm II project. Hunt has significant EDA experience. Hope is to utilize MRB schematic and site plan in moving forward. Michael Manikowski makes a resolution to authorize Brendan Tydings and Harry Sicherman to negotiate and enter into contract with Hunt Engineers for the Tech Farm II design. Motion made by Sage Gerling; seconded by Bill Strassburg. No discussion. Passed at 10:27am.

IV. Discussion of options regarding MRB's work to date

MRB conducted work on schematic and site plan and invoiced the Tech Farm I a total of \$12,500. No contract had been executed. Michael Manikowski delegates Brendan Tydings, with assistance from Harry Sicherman, to negotiate use of MRB work in

the continuation of the project. The charges by MRB are not reimbursable to the Tech Farm by the EDA grant.

V. EDA grant administration procurement (republishing RFP)

The EDA would like the Board to go through the process of republishing the Request for Proposals (RFP). In addition to early efforts to circulate the RFP, the EDA would like it published in the newspaper. No contract has been executed at this time.

Discussion developed over future tenants of Tech Farm II as much interest has been expressed. Michael Manikowski left the meeting, designating Catharine Young to lead the meeting. Michael Manikowski encourages Brendan Tydings to continue communications with tenant ready to sign lease. Michael Nozzolio requests Sage present an inventory of potential business space available in Geneva for cases in which interest is expressed and direction can be provided. In the case of Tech Farm II, it remains available.

Bill Strassburg debriefs the Board about the process and benefits of becoming a certified incubator facility. If requested, additional information will be provided.

The meeting is adjourned at 11:01 am. Motion made by Michael Nozzolio; seconded by Brendan Tydings.



Minutes from...
Tech Farm II Special Board Meeting
March 12, 2021 at 10 am via Zoom

Members in Attendance (alphabetical by last name):

Sage Gerling, Michael Manikowski (Chairman), Jan Nyrop, Michael Nozzolio, William Strassburg, Brendan Tydings, Catharine Young

Non- Members in attendance (alphabetical by last name):

Sarah Meyer, Harry Sicherman

No formal agenda.

Michael Manikowski began the meeting at 10:02 am.

EDA procurement process was accepted. Brendan Tydings and Harry Sicherman are working with MRB contacts to move ahead with obtaining schematic and plans for Hunt Engineers to move forward with Tech Farm II project. A meeting is scheduled with Hunt Engineers.

Board members discussed what financial opportunities exist for Tech Farm I prior to completion of Tech farm II. Harry Sicherman will investigate additional funding opportunities for food and agriculture projects. Michael Nozzolio encourages consideration for TF III planning. Catharine Young adds that the CoE has multiple clients interested. Brendan Tydings complemented that any creation of useable space is a plus for the Park and clients seeking space. Catharine Young and Brendan Tydings will explore opportunities to invite developers to the Park. Harry Sicherman identified 4 key revenue sources, including local sources. Jan Nyrop echoes need for financial security in TFI as TFII is constructed. Brendan Tydings recommended asking tenants for suggestions. Harry Sicherman will investigate incentive programs, specifically with LED lighting. Sarah Meyer suggested that the HVAC upgrade may decrease energy usage.

Regarding TFI incubator status, Bill Strassburg updates the Board with his communications of a TFI profile. Becoming a certified incubator is expected to be a competitive process. A letter will be drafted and sent to Bill Strassburg's contacts and others.

Meeting concludes at 11:15 am.

Notes

Tech Farm Board Meeting, March 2021

Sarah Meyer

Tenant Happenings

- Cobblestone renewed lease for 1 more year
- HHL
 - Nitrogen Tank installed 2/23/21, provided key to fence
 - Added office E01 to their lease 3/1/2021
 - requested certificate of occupancy, provided
 - Fire Marshall coming to inspect
- Stony Brook will be conducting staff training in Conference Room in coming month
 - Recommended communicating with Dan who's staff will need accommodations
 - Compressed air project postponed due to MOU; sharing material cost \$350
- Siena Development Group
 - Would like to have a client come in for a tasting, inquired about COVID restrictions
 - Recommended communicating with fellow tenants for SOPs and practice cleaning, social distancing, and masks in shared spaces. Offered private shared offices if Conference room wasn't available.
 - Seeking contractor for 3 bay sink project
 - pursuing a FuzeHub MANUFACTURING ACCELERATOR PROGRAM grant
 - Provided NYSEG bill
- AES
 - Adding office W08 April 1
 - Will begin lease 4/1 at \$250/month

Building Happenings

- Directors and Officers Liability Insurance Policy with FL Partners was dropped in 2019
 - Finger Lakes Partners,
 - Farm Family quote,
- Casella Waste
 - Additional pickups afforded by AES
- Website
 - Attempted to learn Divi editing tool to make updates and improve content
 - Meeting with Maureen Ballatori and Carrie Carmenatty (CoE) 3/19
 - Paying \$267 quarterly to InHouse Design to host the page
- MOU
 - Met with B&P staff, Cathy on 3/2
 - Current MOU, 168 hours for 24 months; expires December 2021
 - HVAC project estimated at 300 hours
 - 75 hours remain in MOU balance (HVAC not included)
- Floor Plan, ground truthing rented spaces
 - Sent Board square footage of tenant spaces
 - Broke down AES and Stony Brook spaces and cost per square foot, sent to Board

Finances

- All three accounts reconciled in February
- Deb Lemke, accountant

- conducted audit, 2/22/21 and 2/23/21
- Provided Board contact info
- Seeking Board's 2020 and 2021 budgets
- ADP
 - Continues to be a problem since termination at end of 2020
 - \$722.42 ADP charges/fees and bank fees led to over withdrawals from inactive Community Bank account
 - Disputed charges with ADP, said we would be reimbursed 2/1 – never was
 - Brought account to zero balance, CB reimbursed some of the fees
 - Officially disputed charges through Community Bank in hopes of making progress, Mike signed paperwork 3/16
- Expenses
 - >\$2000
 - Constellation Energy, \$2534.92
 - Logical Control Solutions, \$2,000 –signed, not sent for March
 - Mirabito, \$2849.21
 - Outstanding Payments; TOTAL: ~\$75,000
 - Sprinkler Hydrostatic Test, Davis-Ulmer set to conduct hydrostatic test, \$950
 - Logical Control Solutions, \$18,811 balance, \$2K/month payment plan
 - HVAC materials needed, \$24,000
 - AAI, HVAC drives ~\$7,500
 - Glycol/ Heat Pump Project ~\$800 (plus labor)
 - MRB Group, \$12,800
 - Petrella Phillips, audit ~\$8,000
 - D&O Insurance, ~\$1,100