



**Minutes from...**  
**CAFTPC Monthly Board Meeting**  
**December 16, 2021 at 10 am at Tech Farm /Zoom**

**Members in Attendance (alphabetical by last name):**

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

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

Barry Dumbauld (Hunt EAS), Sarah Meyer, Harry Sicherman, Michael Trapanovski (Hunt EAS)

**I. Call to Order/Introductions (Chairman Michael Manikowski)**

Meeting called to order at 10:01 AM.

**II. Guest Presentation, Hunt AES**

A presentation from Hunt EAS, regarding Manufacturing Building, was provided to Board members. The Hunt AES team outlined project progress, schedule, and budget. Key points of the discussion included expected bid advertising, document submittals, and SWPPP approval. Project updates, ESD/EDA grant requirements and their effect on the project schedule were all parts of the group discussion as the presentation progressed.

**III. Review and Approval of November 2021 Minutes (Chairman Michael Manikowski)**

*Minutes were approved with a motion by Sage Gerling; seconded by Brendan Tydings. Unanimously passed at 10:11 am.*

**IV. Tech Farm**

Bill Strassburg announced that the designation was granted on December 15<sup>th</sup>. This is a 5-year commitment of \$125K/year with opportunity for renewal in 5 years. Harry Sicherman presented (handout) the core components of the grant, mentioning that the contract issue date is to be determined. The grant will support (with an in-kind match) building maintenance and joint services provided by the Center of Excellence, such as programming (seminars and training) and staff services, such as internships and administration assistance, and a CoE staff position. Catharine Young, Jan Nyrop, and Harry Sicherman intend to meet in January 2022.

Regarding budget and lease rates for 2022, conversations with individual tenants and a group tenant zoom meeting are tentatively planned for February 2022. The subcommittee will convene to discuss utility costs and strategic strategies.

**V. Manufacturing Facility**

Discussions reflected on exchanges between Cornell Real Estate, Harris Beach, and Harry Sicherman regarding progress toward where final approvals are needed. Harry Sicherman, Brendan Tydings, and Michael Manikowski are working closely with the Hunt AES team to move forward with bidding process over coming month. Harry Sicherman mentioned that all documents, including information on grants and the RLF, pertaining to the construction loan were submitted. Michael Manikowski has signed the RLF commitment. Harry

Sicherman's contract had been executed by not yet approved (Nov. 2020). Catharine Young moved to approve, sign, and execute grant administrative services provided by Harrison Studio as stated in the contract; seconded by Michael Nozzolio. Passed unanimously at 10:52 am.

**VI. Operations (Sarah Meyer)**

Notes from previous month was reviewed with Board members. The Board directed Sarah Meyer to implement the CDC guidelines for masking at all times regardless of vaccination status. Brendan Tydings offered input on the utility rates, recommending that the Board shifts from variable rate to a new supplier with locked rates, as higher rates are expected in future. Brendan will communicate Board's decision with the CAFTPC's energy broker and convey documents for signature to Michael Manikowski.

**VII. Tech Farm Financial Report (Sarah Meyer/Brendan Tydings)**

Sarah Meyer reviewed the approved expenses over \$2,000 since the last Board meeting and the anticipated invoices to be paid, as well as current account balances and QB reports. Sarah Meyer debriefed the Board on the progress of resolving tNYS-45 filing with ADP and Department of Labor. Conversation between Board members regarding tenant transitions and Jan Nyrop affirmed that the MOU with Cornell University will be approved soon.

**VIII. Executive Session**

Did not occur.

**IX. Adjourn Meeting (Chairman Michael Manikowski)**

Sarah Meyer will send out Doodle for moving 1/20/22 meeting to alternate January date.