

**OGDENSBURG BORDER STATION INC.**

**BOARD MEETING**

**MONDAY, JUNE 11, 2018**

A meeting of the Board of Directors of the Ogdensburg Border Station was held in the Board Room of the Administration Building on Monday, June 11, 2018 at 3:00 PM.

The following were present:

Samuel J. LaMacchia, Chairperson  
Douglas W. Loffler, Vice Chairperson  
Christopher B. T. Coffin, Member  
Megan J. M. Whitton, Secretary  
Vernon D. Burns, Assistant Secretary

ALSO: Francis P. Cappello, Counsel  
Wade A. Davis, Executive Director  
James L. Smith, Chief Financial Officer  
Fariha Qudsi, Accounting Manager  
John A. Rishe, Director of Commercial & Industrial Development  
Ron Bogus, Airport Manager

- I. Chairperson LaMacchia called the meeting to order at 3:04 PM.
- II. Business Items.
  1. VACIS Overhead Door Repair. The VACIS South Overhead door is inoperable and can't be raised due to a broken torsion spring barrel. The VACIS building is currently shut down and will not be operational until the door torsion spring barrel can be replaced. Kelly Sales is the sole source vendor for Cookson Overhead door repair parts for the Border Station VACIS building overhead doors. They have provided staff with a quote of \$10,620.00 for the part to be furnished and installed. Kelly Sales can have the VACIS overhead door repaired within 10 days of order. Douglas W. Loffler inquired if this was the same door that had had problems in the past. Executive Director Wade A. Davis

replied that it was not, to his knowledge. He also mentioned that the door's age is beyond the warranty. On a motion by Vernon D. Burns, seconded by Megan J. M. Whitton, it was,

RESOLVED, that the Executive Director is hereby authorized and directed to execute an agreement with Kelly Sales to repair the VACIS South overhead door, for a cost not to exceed \$10,620.00.

A vote was called.

AYES: Samuel J. LaMacchia  
Douglas W. Loffler  
Christopher B. T. Coffin  
Megan J. M. Whitton  
Vernon D. Burns

#### RESOLUTION PASSED

2. Replacement of Emergency Generator Transfer Switch. During a 5/8/18 power outage, the Main Building emergency generator transfer switch actuator overheated and failed. It requires immediate replacement. At this time, the Border Station Main Building does not have emergency back-up power in the event of a power outage. 24-7 Emergency back-up power is a requirement of the GSA lease. This is an emergency repair that was not part of the 2018-19 Border Station budget. Due to the specialized equipment required, three firms were contacted: Emergency Power Systems, Gexpro, and Graybar. All three vendors responded with a price quote. Graybar is recommended based on lower price.

Graybar	\$5,450*
Gexpro	\$5,960
Emergency Power Systems	\$12,627.37

\*Price does not include shipping costs (\$500) estimated.

Staff recommends approval of this purchase with Graybar. Douglas W. Loffler asked if minimum repairs would be sufficient, as opposed to replacing the entire system. Wade A. Davis confirmed that replacement parts will get it back up and running and keep the Ogdensburg Border Station, Inc. in line with the terms of the lease. There was a brief discussion about where the responsibility for testing this equipment lies. Vernon D. Burns suggested that funds for this kind of repair could be included in the rent. Wade A. Davis stated that new lease negotiations will be taking place soon, but that the specific details should be discussed off camera. On a motion by Douglas W. Loffler, seconded by Vernon D. Burns, it was,

RESOLVED, that the Executive Director is hereby authorized and directed to execute a purchase with Graybar for a replacement transfer switch for the Ogdensburg Border Station Emergency Generator for a cost not to exceed \$5,950.


A vote was called.

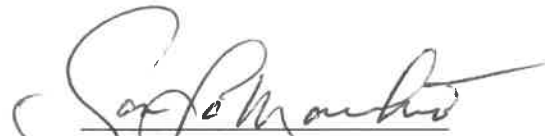
AYES: Douglas W. Loffler  
Christopher B. T. Coffin  
Megan J. M. Whitton  
Vernon D. Burns  
Samuel J. LaMacchia

RESOLUTION PASSED

Executive Director Wade A. Davis asked Counsel what steps need to be taken to dissolve the Ogdensburg Border Station, Inc., now that it is no longer needed. Francis P. Capello responded that he will need to find the documents of how it was incorporated. He will look into the benefits of both maintaining the Border Station and of its dissolution. He will report back on the procedures required.

On a motion by Vernon D. Burns, seconded by Megan J. M. Whitton, the meeting adjourned at 3:15 PM.

  
Megan J. M. Whitton  
Secretary

  
Samuel J. LaMacchia  
Chairperson