

**OGDENSBURG BRIDGE & PORT AUTHORITY**  
**FACILITIES COMMITTEE MEETING**  
**THURSDAY, FEBRUARY 17, 2022**

A meeting of the Facilities Committee of the Ogdensburg Bridge and Port Authority was held in the boardroom of the Administration Building on Thursday, February 17, 2021 at 4:00 PM.

The following were present:

David D. King, Member, Committee Chair  
Jennifer Quirk-Pickman, Member  
Vernon D. Burns, Board Chair  
Steven J. Lawrence, Executive Director  
Patricia A. Nisco, Chief Financial Officer  
Stephanie L. Saracco, Airport Manager

Committee Chair King called the meeting to order at 4:00 PM.

**A. Ogdensburg International Airport**

1. Discussion/Review of EAS Proposals. EAS proposals were received from Air Charter Express and Boutique Air. The proposal from Air Charter Express does not meet the minimum criteria and has been notified about this by the Department of Transportation. Boutique Air proposed either a 2 or 4-year contract with an 8 or 9-seater plane in and out of OGS. The proposal would fall short of the 10,000 annual enplanements necessary for receiving the \$1 million grant from the FAA. Airport Manager Stephanie L. Saracco reported that the Board has 3 options. It can accept the Boutique proposal, reject the Boutique proposal, or use the alternate EAS program. It is a program that is grant-funded program from the Department of Transportation but the Authority would hold the contract with the airline. Committee Chair David D. King asked why the Authority only received 2 bids and if there was something that could be done to attract more bids. Airport Manager Stephanie L. Saracco answered that it was

mainly due to the problems plaguing the airline industry at the moment. The Committee decided to get more information from the DOT regarding the third option, before making a recommendation to the full Board.

2. Discussion/Review of OGS Rates and Charges. Airport Manager Stephanie L. Saracco proposed a new schedule of rates and charges for the airport. On a motion by Jennifer Quirk-Pickman, seconded by Vernon D. Burns, the schedule of rates and charges was moved to the full Board by voice vote.

#### B. Port of Ogdensburg

1. Acceptance of Railcar Conveyor Bid. Executive Director Steven J. Lawrence stated that this is the third time the Authority has bid this piece of equipment. It is part of the CRISI grant. The delivery date would be in about 4 months. On a motion by Vernon D. Burns, seconded by Jennifer Quirk-Pickman, acceptance of the bid was moved to the full Board by voice vote.
2. Discussion of NYSDOT Port Rail Grant. The Authority was awarded \$1.833 million from the NYSDOT to rehabilitate the railroad. Executive Director Steven J. Lawrence suggested that the Authority begin the RFQ process for an engineering firm for a 5-year period, to assist with this grant and with future projects. Board Chair Vernon D. Burns agreed that it may be beneficial to look ahead 5 years. Executive Director Steven J. Lawrence stated that the Authority should also pursue a grant to replace a locomotive.

Board Chair Vernon D. Burns stated that there was a need for Executive Session to discuss a personnel matter. On a motion by Vernon D. Burns, seconded by Jennifer Quirk-Pickman, the meeting moved into Executive Session at 4:55 PM. On a motion by Vernon D. Burns, seconded by Jennifer Quirk-Pickman, the meeting resumed at 5:07 PM. There was no action to be taken out of

Executive Session. On a motion by Jennifer Quirk-Pickman, seconded by Vernon D. Burns, the meeting adjourned at 5:07 PM.

A handwritten signature in black ink, appearing to read "D. King", positioned above a horizontal line.

David King  
Facilities Committee Chairperson