

**OGDENSBURG BRIDGE & PORT AUTHORITY
SPECIAL BOARD MEETING
TUESDAY, MAY 30, 2023**

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 Tuesday, May 30, 2023 at 5:00 PM.

The following were present:

Vernon D. Burns, Chairperson
David D. King, Secretary, Member
Megan J. M. Whitton, Vice-Chairperson (Executive Session only)
Christopher B. T. Coffin, Treasurer
Toni Kennedy, Member
Jennifer Quirk-Pickman, Member

ALSO: Jennifer Granzow, Counsel
Steven J. Lawrence, Executive Director
Patricia A. Nisco, Chief Financial Officer
Anthony Adamczyk, Director of Economic Development
James Chase, Director of Operations

ABSENT: Nicole Terminelli, Member

- I. Vernon D. Burns, Board Chair, called the meeting to order at 5:03 PM.
- II. Approval of Board Minutes. On a motion by Jennifer Quirk-Pickman, seconded by Toni Kennedy, the minutes from the **May 9, 2023, Personnel Committee Meeting** were approved by voice vote.
- III. Unfinished Business.
 1. None
- IV. Business Items
 - A. General Administration
 1. Authorization to Apply for and Accept Grant Funding from the Northern Border Regional Commission Catalyst Program. On a motion by Toni Kennedy, seconded by Jennifer Quirk-Pickman, it was,

RESOLVED, by the Board of Directors of the Ogdensburg Bridge and Port Authority, New York that it authorizes the undertaking of the project and obligates the necessary match funding of up to \$1,670,000 to be paid by the Ogdensburg Bridge and Port Authority if the grant funding is awarded; and

BE IT FURTHER RESOLVED, by the Board of Directors of the Ogdensburg Bridge and Port Authority, New York that the Executive Director, Steven Lawrence, is hereby authorized to apply for and accept, if awarded, a grant from the Northern Border Regional Commission Catalyst Program for \$1,000,000, and upon the award of such funding to enter into and execute all documents and contracts with the Northern Border Regional Commission for said purposes and further, to carry out and comply with the terms of such project agreement(s).

A vote was called.

AYES: David D. King
Christopher B.T. Coffin
Jennifer Quirk-Pickman
Vernon D. Burns
Toni Kennedy

MOTION CARRIED

2. Appointment of Airport Manager. On a motion by Treasurer, Christopher B.T. Coffin, seconded by Toni Kennedy, it was,

RESOLVED, that the Executive Director is hereby authorized and directed to appoint Charlie Garrelts to the position of Airport Manager with the Ogdensburg Bridge and Port Authority at the starting salary of \$90,000, pro-rated effective on or about 06/12/2023, with a one-year probationary period and management confidential benefits.

A vote was called.

AYES: Christopher B.T. Coffin
Jennifer Quirk-Pickman
Vernon D. Burns
Toni Kennedy
David D. King

MOTION CARRIED

V. Other Such Matters

Executive Director, Steven J. Lawrence, stated that there was a need for Executive Session under §105 item h of the Open Meetings Law to discuss the appointment or employment of a particular person. On a motion made by Jennifer Quirk-Pickman, seconded by Secretary, David D. King, the meeting went into Executive Session at 5:12

PM. On a motion made by Jennifer Quirk-Pickman, seconded by Toni Kennedy, the meeting resumed at 5:43 PM.

VI. Concluding Comments from Citizens, Board Members, and/or Authority Staff.

1. None.

VII. Next Meeting Dates

1. The next Board meeting was confirmed for Thursday, June 8, at 5:00 PM.

VIII. Adjournment

1. On a motion by Toni Kennedy, seconded by David D. King, the meeting adjourned at 5:44 PM.

David D. King
Secretary

Vernon D. Burns
Chairperson