

**OGDENSBURG BRIDGE & PORT AUTHORITY  
CHILDCARE INITIATIVE COMMITTEE MEETING  
MONDAY, NOVEMBER 13, 2023**

A meeting of the Childcare Initiative Committee of the Ogdensburg Bridge and Port Authority was held in the boardroom of the Administration Building on Monday, November 13, 2023, at 5:00 pm.

The following were present:

Toni A. Kennedy, Committee Chair  
Nicole Terminelli, Member

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

GUESTS: Lynn Pietroski, Chief Executive Officer, The Arc, Jefferson-St. Lawrence  
Briane Tice, Regional Manager, NYS Office of Children & Family Services

Committee Chair, Toni Kennedy, called the meeting to order at 5:01 pm.

I. Business Items

1. Project Update

a) Update on Grant Funding for Project

- CFA grant funding application \$1.9 M (award notification 11/23)

Executive Director, Steven J. Lawrence, stated that the purpose of this meeting is to get the committee up to speed on the project. The big issue is always financing. The OBPA applied for \$1.9 million from the CFA grant, and has received \$954,000. In order to receive the full amount of the grant, there were specific criteria to be met as a charitable organization which was not understood when the application was submitted. The OBPA is very grateful for this amount.

- The OBPA secured a \$2.1 M grant from the USDA through Senator Gillibrand and Senator Schumer's offices.
- In late August it was announced that the OBPA secured a \$1 M NBRC Catalyst Grant.

Currently the funding is at \$4,054,000. The funding gap is about \$716,000.

Executive Director, Steven J. Lawrence, shared with the Committee members a draft copy of an RFQ for engineering services. The OBPA will be looking hard at a firm that has had a lot of experience. He indicated this would ready the Authority to begin work immediately when funding is secured. However, it was emphasized that work will not begin until all funding is in place. Executive Director, Steven J. Lawrence, moved forward with a project update, using the Childcare Planning Document.

- Phase I update: the project concept was accomplished; community outreach was completed.
- Phase II update: the team is built; there is support from the OBPA Board and Lynn Pietroski, Chief Executive Officer, The Arc, Jefferson-St. Lawrence. As experienced on the tour of the Bright Beginnings facility, The Arc has skill and proficiency in running a daycare facility in a first-class and professional manner. There are a number of programs that will meet the needs of the area. Upon Lynn Pietroski's suggestion, Briane Tice, Regional Manager, NYS Office of Children & Family Services, has been brought in to the process. Executive Director, Steven J. Lawrence, thanked Briane

for her interest and participation in this project. Briane Tice stated she is happy to be involved early in the process. Any support and guidance their office can give, they will. She also stated that Lynn is an excellent partner to be working with. Executive Director, Steven J. Lawrence, stated that the OBPA's legal counsel is also assisting with the planning. The last part of building the team is selecting an engineering firm. Thus the RFQ.

- Phase 3 update: this is the financing part. All the grants are summarized on the Childcare Planning Document. The OBPA wants to hit a September 2025 date for a completion date and opening, and other dates between now and then were reviewed. Executive Director, Steven J. Lawrence, asked Briane Tice or Lynn Pietroski to comment on timeline. Lynn stated the timeline is good, the expectation was a little sooner, but it's perfect. Executive Director, Steven J. Lawrence, asked with some of the things that need to be done to have the facility up to speed and inspected, can those be handled as plans go along. Briane Tice confirmed that from a licensing stand point, it takes about 90 – 120 days. Just stay in touch with her office along the way. Executive Director, Steven J. Lawrence, asked the Committee members for their comments. Nicole Terminelli stated said she is excited to move forward. She is confident that the last bit of financing will be found. She is also happy to have OCFS on board as the space is designed to ensure that what is needed will be in place. She likes the idea of the bi-weekly meetings moving forward. She is thrilled

to be able to provide this opportunity in the North Country to make work more accessible. Committee Chair, Toni Kennedy, thanked Briane Tice for being part of the team. She is excited to see dates coming together for a completion date. She asked about the Community Needs Survey that was done two years ago and asked if another one needed to be done. Lynn Pietroski stated that with the services they are providing right now in the North Country, from what they are experiencing first hand, another survey wouldn't be necessary. Briane Tice, agreed with Lynn Pietroski. All 14 counties are experiencing the same needs, she doesn't think much has changed since the initial survey. Executive Director, Steven J. Lawrence, stated that the results of the Community Needs Survey would be sent to Brian Tice tomorrow. He also stated that the RFQ would be advertised and a selection committee would be chosen to review the submissions from the RFQ. Depending on the time, it will be after the holidays. Nicole Terminelli stated she could make herself available for anything that is needed that could help move things along. Lynn Pietroski shared that she met with SUNY Potsdam's new President and talked a lot about the school setting and new daycare setting. They are doing a teacher assistant certification class, so this could be helpful. Committee Chair, Toni Kennedy, stated that scheduling more regular meetings in 2024 to check-in and touch base would be important. Executive Director, Steven J. Lawrence, agreed. This will help getting things done.

II. Other Such Matters

1. None.

On a motion by Nicole Terminelli, seconded by Toni Kennedy, the meeting adjourned at 5:26 PM.

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Toni Kennedy  
Childcare Initiative Committee Chairperson