

**OGDENSBURG BRIDGE & PORT AUTHORITY**  
**BOARD MEETING**  
**THURSDAY, NOVEMBER 10, 2022**

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 Thursday, November 10, 2022 at 5:00 PM.

The following were present:

Vernon D. Burns, Chairperson  
Christopher B.T. Coffin, Treasurer  
Jennifer Quirk-Pickman, Assistant Treasurer  
Nicole A. Terminelli, Assistant Secretary

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

ABSENT: Megan J.M. Whitton, Vice Chair  
David D. King, Secretary  
Toni A. Kennedy, Member

- I. Chair Burns called the meeting to order at 5:06 PM.
- II. Letters and Communications to the Board. There were some news articles pertaining to the Authority.  
  
Executive Director Steven J. Lawrence announced that the Authority received a Bridge Industry Achievement Award from the Association for Bridge Construction and Design for the US Approach Painting, Steel Repairs, Deck & Floorbeam Replacement project 2021.
- III. Approval of Board Minutes. The approval of the minutes from the October 11, 2022 Board Meeting was postponed until the December Board Meeting. David D. King was absent, and Jennifer Quirk-Pickman had not reviewed the minutes.
- IV. Reports  
Presentation and Reports:  
  
Finance Committee Chair Christopher B.T. Coffin reported that the Finance Committee had met; and feels that the reports show a gradual return to normal. In addition, Staff is preparing the 2023-2024 budget that will be the focus of the November Finance Committee

Meeting. Chief Financial Officer Patricia A. Nisco gave an overview of the financial statements. The Bridge Traffic, Building Occupancy including Airport Hangar leases, and Port Activity reports were discussed. Executive Director Steven J. Lawrence brought to the attention of the Board that there is an identical bridge to the Authority's in the Quad City Area (southeast Iowa & northwest Illinois) over the Mississippi River. The bridge has been replaced with a new span. The Authority's bridge inspector, Parson's Transportation, is willing to liaise for the Authority to obtain parts for the Authority's bridge as the old Quad City Bridge is dismantled.

V. Unfinished Business.  
None

VI. Business Items.

A. General Administration

1. Approval of Foreign-Trade Zone Site Operations Agreement under the Alternative Site Framework with Border Pallet Storage and Submission of Application for usage-Driven Designation to Foreign-Trade Zones Board, including Concurrence Request from US Customs and Border Protection. Director of Economic Development Anthony Adamczyk has been working with the client, Border Pallet Storage, and the Authority's FTZ attorney to execute and request approval of the Application for Usage-Driven Designation. On a motion by Christopher B.T. Coffin, seconded by Nicole A. Terminelli, it was,

RESOLVED, that the Executive Director is hereby authorized and directed to execute a Foreign-Trade Zone Site Operations Agreement under the Alternative Site Framework with Border Pallet Storage, and be it;

FURTHER RESOLVED, that the Executive Director is hereby authorized and directed for formally request approval of the Application for Usage-Driven Designation ("Minor Boundary Modifications") with the Foreign-Trade Zones Board of the US Department of Commerce and secure concurrence from US Customs and Border Protection

A vote was called.

AYES: Jennifer Quirk-Pickman  
Christopher B.T. Coffin  
Nicole A. Terminelli  
Vernon D. Burns

MOTION CARRIED

2. Appointment of Records Access Officer. The Authority is required to designate a Records Access Officer to coordinate any response to public requests for records from the Ogdensburg Bridge and Port Authority. In the absence of the Senior Administrative Assistant, the Director of Economic Development shall be designated as the Authority's Records Access Officer. On a motion by Jennifer Quirk-Pickman, seconded by Christopher B.T. Coffin, it was,

RESOLVED, that the Director of Economic Development, Anthony Adamczyk, is hereby appointed Records Access Officer of the Ogdensburg Bridge and Port Authority.

A vote was called.

AYES: Christopher B.T. Coffin  
Nicole A. Terminelli  
Vernon D. Burns  
Jennifer Quirk-Pickman

MOTION CARRIED

B. Ogdensburg-Prescott International Bridge.  
None

C. Commerce Park  
None

D. Ogdensburg International Airport

1. Designation of Lead Agency and Adoption of SEQRA Negative Declaration. The Ogdensburg Bridge and Port Authority has begun preliminary planning for the Ogdensburg International Airport Renovation of Terminal Building and Relocation of the Ground Service Equipment Building (the "Project"). In accordance with regulations of Article 8 of the State Environmental Quality Review Act (SEQRA), the Authority desires to take the position of Lead Agency for this project and to determine whether the development of this project may have a "significant effect on the environment" (as defined in the SEQRA Act and the regulations) and therefore require the preparation of an Environmental Impact Statement.

On a motion by Nicole A. Terminelli, seconded by Jennifer Quirk-Pickman, it was,

RESOLVED, that the Ogdensburg Bridge and Port Authority hereby assumes the designation of Lead Agency for the action it is undertaking for the Ogdensburg International Airport Renovation of Terminal Building and Relocation of the Ground Service Equipment Building project as said designation is defined by Article 8 (State Environmental Quality Review Act) of the Environmental Conservation Law and its underlying regulations; and be it,

FURTHER RESOLVED, that the Ogdensburg Bridge and Port Authority, based upon an examination of a Short Environmental Assessment Form and further upon the Authority's knowledge of the area surrounding the Project and such further investigations of the Project and its environmental effects as the Authority has deemed appropriate, the Authority makes the following findings with respect to the Project:

- The Project constitutes an "Unlisted Action" (as said quoted term is defined in the regulations).
- The Project will result in no major or important impacts and therefore is one that will not cause significant damage to the environment. Therefore, the Authority hereby determines that the Project will not have a significant effect on the environment, and the Authority will not require the preparation of an Environmental Impact Statement with respect to the Project.
- As a consequence of the foregoing, the Authority has prepared a Negative Declaration with respect to the Project.

and be it,

FURTHER RESOLVED, that the Ogdensburg Bridge and Port Authority hereby accepts the findings of a Short Environmental Assessment Form completed that declares this Project to be an Unlisted Action with a Negative Declaration; and be it,

FURTHER RESOLVED, that the Executive Director is hereby authorized and directed to take all necessary steps appropriate for the distribution and filing of the SEQRA Negative Declaration.

A vote was called.

AYES: Nicole A. Terminelli  
Vernon D. Burns  
Jennifer Quirk-Pickman  
Christopher B.T. Coffin

MOTION CARRIED

2. Approval of the Sale of the Double Wide Modular Home. The OBPA Board of Directors designated the modular home located on Authority property on NYS Rte. 68 as surplus property in April 2021. The Authority has received an offer to remove the modular home from Braden Dickinson for the amount of \$10,500. Staff recommends the approval of the

sale. A motion made by Christopher B.T. Coffin, seconded by Nicole A. Terminelli, it was,

RESOLVED, that the Executive Director is hereby authorized and directed to proceed with the sale of the 2003 Colony 28' X 68', Double Wide Modular Home located on NYS Rt 68 to Braden Dickinson for the amount of \$10,500.

A vote was called.

AYES: Vernon D. Burns  
Jennifer Quirk-Pickman  
Christopher B.T. Coffin  
Nicole A. Terminelli

MOTION CARRIED

3. Approval of Grant with New York State Department of Transportation. The Authority has received an Aviation Project Funding Agreement from the New York State Department of Transportation (NYSDOT) which provides for Terminal Renovation/Expansion & Exterior Improvements at the Ogdensburg International Airport, project identified as NYDOT PIN 7A03.01. The financial participation in this project is as follows:

New York State Department of Transportation	\$18,000,000
Ogdensburg Bridge & Port Authority	26,316
Other Necessary Funding (FAA, AIP, PFC)	2,287,898
For a total of	\$20,314,214

On a motion made by Jennifer Quirk-Pickman, seconded by Nicole A. Terminelli, it was,

RESOLVED, that the Executive Director of the Ogdensburg Bridge and Port Authority is hereby authorized and directed to execute all necessary Agreements on behalf of the Ogdensburg Bridge and Port Authority with New York State Department of Transportation in connection with the Project, and be it:

FURTHER RESOLVED, that the Ogdensburg Bridge and Port Authority desires to advance the Project by committing funds for the local match, the breakdown of the funding shares being:

New York State Department of Transportation	\$18,000,000
Ogdensburg Bridge & Port Authority	\$26,316
Other Necessary Funding (FAA, AIP, PFC)	\$2,287,898
	<hr/>
	\$20,314,214

FURTHER RESOLVED, that a Certified copy of this Resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and be it;

FURTHER RESOLVED, that this Resolution shall take effect immediately.

A vote was called.

AYES: Jennifer Quirk-Pickman  
Christopher B.T. Coffin  
Nicole A. Terminelli  
Vernon D. Burns

MOTION CARRIED

E. Port of Ogdensburg  
None

F. New York & Ogdensburg Railroad  
None

G. Other Such Matters  
None

The next meeting date was set for Thursday, December 15, 2022 at 5:00 PM pending confirmation of the absent members. On a motion by Nicole A. Terminelli, seconded by Jennifer Quirk-Pickman, the meeting adjourned at 6:00 PM.

---

Nicole A. Terminelli  
Assistant Secretary

---

Vernon D. Burns  
Chairperson