

**OGDENSBURG BRIDGE & PORT AUTHORITY
BOARD MEETING
THURSDAY, SEPTEMBER 12, 2024**

The Board 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, September 12, 2024 at 5:00 PM.

The following were present:

Vernon D. Burns, Chairperson
Megan J. M. Whitton, Vice-Chairperson
Nicole Terminelli, Finance Committee Chair
Jennifer Quirk-Pickman, Secretary
Toni Kennedy, Member (virtual, Potsdam, NY)
Diane Para, Member

ALSO: Jennifer Granzow, Counsel
Patricia A. Nisco, Chief Financial Officer
Anthony Adamczyk, Director of Economic Development
James D. Chase, Director of Operations
Charlie Garrelts, Airport Manager

ABSENT: David D. King, Member
Steven J. Lawrence, Executive Director

- I. **Vernon D. Burns, Board Chair, called the meeting to order at 5:01 PM.**
- II. **Letters and Communications to the Board.**
 - City of Ogdensburg Letters to Senators Charles Schumer and Kirsten Gillibrand re: \$2.5 million grant for Ogdensburg International Airport.
 - City of Ogdensburg comments during Senator Charles Schumer's visit on September 4, 2024, highlighting support of OBPA business.
- III. **Approval of Board Minutes:**
 - August 8, 2024 Finance Committee Meeting
 - August 8, 2024 Board Meeting
 - August 29, 2024 Special Board Meeting

On a motion made by Vice Chair, Megan J.M. Whitton, and seconded by Jennifer Quirk-Pickman, these meeting minutes were approved by voice vote.

- IV. **Presentations and Reports**
 1. Committee Reports
 - a) Finance Committee

- Finance Committee Chair, Nicole Terminelli, reported that the Finance Committee met earlier and reviewed the July Internal Financials. Finance Committee Chair, Nicole Terminelli, turned it over to Chief Financial Officer, Patricia A. Nisco, for the full report.
- Chief Financial Officer, Patricia A. Nisco, started with the Statement of Financial Position and reported that Accounts Receivable Regular is at \$108,688. 96% of that is current or 1-30 days. Accounts Receivable AEAS at the end of July was at \$884,848. This includes the non-receipt of one USDOT AEAS reimbursement, which was received in August, and the August invoice. Construction in Progress is at \$8,999,567. Accounts Payable Regular is at \$280,641. Accounts Payable – AEAS/Contour is only the one month that is owed to Contour. NYS Retirement at the end of July is at \$124,033. This has been paid off. Accounts Payable – All Projects is at \$345,731.

Board Chair, Vernon D. Burns, asked what is allowed to be paid with the NYS Stabilization Funding. Chief Financial Officer, Patricia A. Nisco, responded saying that it is only to be used on Operational Expenses. For instance, anything that NYS considers Administration is not covered (payroll, benefits, debt, legal, lobbying, auditors) by the Stabilization Funding.

Vice Chair, Megan J.M. Whitton asked if by allocating these Operational Expenses to the Stabilization Funding, if that frees up funding elsewhere. Chief Financial Officer, Patricia A. Nisco, confirmed that yes, this would free up funding elsewhere.

- Chief Financial Officer, Patricia A. Nisco, moved on to the Budget to Actual, and reported that all income except for AEAS is above budget. AEAS is below budget simply because if they don't fly, there is no income received. Under Bridge Expenses, the salary for the month is over budget, but well under budget for the year. The Summer Bridge Crew wasn't split out well enough. The

General Airport Expenses, the LEO expenses were not added. All of the other expenses are on budget or under budget, doing pretty well four months into the fiscal year.

- Chief Financial Officer, Patricia A. Nisco, moved on to the Cash Flow: July – December 2024 and reported that the Airport Revenue goes down in October. With the approved rates and charges approved by the Board last year and how everything is charged, this will reflect a decrease in income. AEAS ends with September billing. There will be one invoice in October that will cover the flights in September. In October, the OBPA will be returning to EAS, which means the airline will send their invoices directly to USDOT and the OBPA will not get involved. The August and September increase in Operating Income and Rental Fees for the Port reflect the two salt ships. That additional money will be put towards this year's NYSLRS bill. The additional \$47,270 Other Income for October is that part of the property sale that will pay off the property mortgage. The balance of that income will be used in November to pay off the new dump truck. Under Payroll Taxes and Employee Benefits and Salary and Wages, in August there were three payrolls. That always brings up the Salary and Benefit expense. In September, the HSAs and Insurance Buyouts are being paid, so this will bring up the Employee Benefits. In October, the uniform allowances will be paid. In December, vacation buyouts will be paid. Commercial Insurance was paid in full, due to the Stabilization Funding. The increase to the Bridge Maintenance line is for the paving of the Bridge Approach Road and Border Station area this fall.
- Chief Financial Officer, Patricia A. Nisco, reported that the estimated NYSLRS bill for next year has been received and the estimated amount is at \$274,000, which is approximately \$50,000 more than this year's bill. Chief Financial Officer, Patricia A. Nisco will be following up with NYSLRS to find out about the increase.

2. Reports

a) Bridge Traffic Report

- Chief Financial Officer, Patricia A. Nisco, reported that auto crossings are down 7.92% from 2019. All other crossings are below the 2019 number, but well about the 2023 number. Overall, there was a reduction in traffic of 8.06%. August revenue for 2024 is \$180,978 vs. 2019 Revenue of \$245,554.50. Loss of Revenue for the Calendar Year is \$300,294 over the base year of 2019.

b) Airport Activity Report

- Airport Manager, Charlie Garrelts, reported at the last Board Meeting he didn't have the Passenger Activity Report, but he received it this month. For July there were 45 flights, with 671 enplanements, which is about 50% load factor. The on-time performance was 35%. For July, Contour had a number of maintenance issues. Almost every night, the OGS bound flight remained in Philadelphia for maintenance that Contour had to fix there. For August, there were 51 flights and 649 enplanements resulting in a 42% load factor. Contour had a 51% on time performance. The maintenance issues still appear to be plaguing Contour. Airport Manager, Charlie Garrelts, stated that he doesn't anticipate a travel spike for September.
- Board Chair, Vernon D. Burns, stated that he has received numerous complaints about passengers being stranded in Philadelphia, unable to get back to Ogdensburg. The OBPA is unhappy with the service that Contour has been providing. The OBPA wants OGS to be known for providing reliable service and the last two years, that has not happened.

c) Port Activity Report

- Director of Operations, James D. Chase, reported that salt season hasn't started yet. Both companies expect that October will be the month that product will move out as municipalities, etc. begin gearing up for the snow.

- Director of Operations, James D. Chase, reported that 468 tons of highway salt were trucked out. None of the Thawrox treated salt has moved yet. A Representative from one of the salt companies toured the Port. The staff was able to show him the facilities and the outdoor area where the product is stored. It was a good visit.
- Director of Operations, James D. Chase, reported that a vessel was here last month from a third salt company. Another vessel will be coming in and there will be about 113,000 tons in inventory. Currently, there are three companies on site.
- Director of Operations, James D. Chase, reported that 89 tons of gluten meal and 46 tons of pellets were trucked out, and now there is a third product – corn gluten loose feed. Four railcars of the loose feed were received last month, and sent 173 tons out of the door, which left the OBPA with 140 tons.
- Director of Operations, James D. Chase, reported that September should be a busy month with ag product as 14 railcars of product were received, with an addition six or seven arriving into next month.
- Board Chair, Vernon D. Burns, stated he read something about a railcar being on fire and asked for more information from the Director of Operations. Director of Operations, James D. Chase, provided a recap of what happened to the Board and explained the OBPA is not liable for the incident. Board Chair, Vernon D. Burns, did request that the Director of Operations reach out to him when something like this happens again.

d) Economic Development Report, Including Building Occupancy Report

- Director of Economic Development, Anthony Adamczyk, reported that Commerce Park Campus occupancy is holding strong with an 88% occupancy. The Airport is down one T-Hangar rental.
- Director of Economic Development, Anthony Adamczyk, reported that the water agreement with the City of Ogdensburg was successfully negotiated for water

service at the Airport. The staff is very close to completing negotiations for the sanitary line as well. Those are two important pieces of the project.

- Director of Economic Development, Anthony Adamczyk, reported that the OBPA is working with a new company to provide on-site food service to Commerce Park companies.
- Director of Economic Development, Anthony Adamczyk, reported that the OBPA is working on linkages between opportunities in Central New York.
- Director of Economic Development Anthony Adamczyk, reported that the OBPA is working to complete all the background work for the new airline service before the new contract starts.

V. **Unfinished Business.**

None.

VI. **Business Items.**

A. General Administration

1. None.

B. Ogdensburg Prescott International Bridge

1. Approval of Lease Agreement with Dr. Carol Griffith and Mr. Harold Lambert.

On a motion by Jennifer Quirk-Pickman, seconded by Toni Kennedy, it was

RESOLVED, that the Executive Director is hereby authorized and directed to execute a new Lease Agreement with Dr. Carol Griffith and Mr. Harold Lambert for 389 square feet of office space in Suites 205 and 206 of the Bridge Administration Building for a two (2) year period commencing September 1, 2024 and terminating August 31, 2026 at a rate of \$19.00 per square foot equaling \$615.92 per month, \$14,782.00 for the two (2) year period, inclusive of utilities.

A vote was called.

AYES: Nicole Terminelli
Jennifer Quirk Pickman
Diane Para
Vernon D. Burns
Megan J.M. Whitton
Toni Kennedy

MOTION CARRIED.

2. Approval of Lease Supplement 4 with Cortech, LLC. On a motion by Diane Para, seconded by Vice Chair, Megan J.M. Whitton, it was

RESOLVED, that the Executive Director is hereby authorized and directed to execute Lease Supplement 4 with Cortech, LLC for 140 square feet of office space in Suite 201 of the Bridge Administration Building for a one (1) year period commencing October 1, 2024 and terminating September 30, 2025 at a rate of \$24.76 per square foot equaling \$288.87 per month, \$3,466.40 for the one (1) year period, inclusive of utilities.

A vote was called.

AYES: Jennifer Quirk-Pickman
Diane Para
Vernon D. Burns
Megan J.M. Whitton
Toni Kennedy
Nicole Terminelli

MOTION CARRIED.

C. Commerce Park

1. Approval of Lease Agreement with Hoagies N More. On a motion by Jennifer Quirk-Pickman, seconded by Toni Kennedy, it was

RESOLVED, that the Executive Director is hereby authorized and directed to execute a new Lease Agreement with Hoagies N More for 1,217 square feet of kitchen and office space in Building 1 of the Commerce Park Campus for a one (1) year period commencing October 1, 2024 and terminating September 30, 2025 at a rate of \$10.00 per square foot equaling \$1,014.17 per month, \$12,170.00 for the one (1) year period, exclusive of utilities.

A vote was called.

AYES: Diane Para
Vernon D. Burns
Megan J.M. Whitton
Toni Kennedy
Nicole Terminelli
Jennifer Quirk-Pickman

MOTION CARRIED.

D. Ogdensburg International Airport

1. Approval of T-Hangar Lease Agreement with Pete Bogardus. On a motion by Diane Para, seconded by Nicole Terminelli, it was

RESOLVED, that the Executive Director is hereby authorized and directed to execute a new Lease Agreement with Pete Bogardus for T-Hangar No. 6 at the

Ogdensburg International Airport for a six (6) month period commencing September 1, 2024 and terminating February 28, 2025 at a rate of \$240.00 per month, \$1,440.00 for the six (6) month period, inclusive of utilities.

A vote was called.

AYES: Vernon D. Burns
Toni Kennedy
Nicole Terminelli
Jennifer Quirk-Pickman
Diane Para

ABSTENTIONS: Megan J.M. Whitton

MOTION CARRIED.

2. Approval of T-Hangar Lease Agreement with Bird Tate. On a motion by Nicole

Terminelli, seconded by Megan J.M. Whitton it was

RESOLVED, that the Executive Director is hereby authorized and directed to execute a new Lease Agreement with Bird Tate for T-Hangar No. 8 at the Ogdensburg International Airport for a one (1) year period commencing January 1, 2025 and terminating December 31, 2025 at a rate of \$240.00 per month, \$2,880.00 for the one (1) year period, inclusive of utilities.

A vote was called.

AYES: Megan J.M. Whitton
Toni Kennedy
Nicole Terminelli
Jennifer Quirk-Pickman
Diane Para
Vernon D. Burns

MOTION CARRIED.

3. Approval of Airport Commercial Fueling and Service Rates. On a motion by Nicole

Terminelli, seconded by Vice Chair, Megan J.M. Whitton, it was

RESOLVED, that the Airport Manager is hereby authorized and directed to include the Fueling & Services Rates to the existing Airport Rates & Charges; and to begin charging the new EAS carrier and any other commercial airlines who use Ogdensburg International Airport per this schedule.

A vote was called.

AYES: Toni Kennedy
Nicole Terminelli
Jennifer Quirk-Pickman
Diane Para
Vernon D. Burns
Megan J.M. Whitton

4. Change Directive in Work Change Authorization Levels. On a motion by Toni Kennedy, seconded by Diane Para, the resolution will be changed to reflect names of Director of Operations (James Chase), Executive Director (Steven J. Lawrence), and Chief Financial Officer (Patricia A. Nisco).

A vote was called.

AYES: Jennifer Quirk-Pickman
Diane Para
Vernon D. Burns
Megan J.M. Whitton
Toni Kennedy
Nicole Terminelli

MOTION CARRIED.

Change Directive in Work Change Authorization Levels. On a motion by Vice Chair, Megan J.M. Whitton, seconded by Nicole Terminelli, it was

RESOLVED, that the Board of Directors of the Ogdensburg Bridge and Port Authority does hereby approve the following established authorization levels associated with the "Terminal Renovation / Expansion & Exterior Improvements at the Ogdensburg International Airport", (Project) identified as NYDOT PIN 7A03.01.:

Dollar Thresholds	Approval By:
Scope of Work Changes for Net Zero Amounts	James Chase, Director of Operations
Scope of Work Changes for amounts up to \$10,000	Steven Lawrence, Executive Director & Patricia Nisco, Chief Financial Officer
Scope of Work Changes for amounts \$10,001-\$25,000	Steven Lawrence, Executive Director & Patricia Nisco Chief Financial Officer
Scope of Work Changes for amounts over \$25,000	Board Approval

A vote was called.

AYES: Nicole Terminelli
Jennifer Quirk-Pickman
Diane Para
Megan J.M. Whitton
Toni Kennedy
Vernon D. Burns

MOTION CARRIED.

5. Airport-Gateway Improvements Enabling Work – Approval of Change Order 001 with DC Building. On a motion by Nicole Terminelli, seconded by Jennifer Quirk-Pickman, it was

RESOLVED, that the Executive Director is hereby authorized and directed to execute a Change Order with DC Building Systems for additional work associated with the 12" HDPE waterline pipe installation required for the Gateway Improvements Enabling Work Project, identified as OGS PIN 7A03.01, for a total cost not to exceed \$226,187.00.

A vote was called.

AYES: Megan J.M. Whitton
Toni Kennedy
Nicole Terminelli
Jennifer Quirk-Pickman
Diane Para

NAYES: Vernon D. Burns

MOTION CARRIED.

E. Port of Ogdensburg

1. Approval of Repair to Electrical Connection at Port Building #3. On a motion by Toni Kennedy, seconded by Nicole Terminelli, it was

RESOLVED, that the Director of Operations is hereby authorized and directed to execute a Purchase Order with Collins Hammond to schedule the repairs with a total cost not to exceed \$6,486.

A vote was called.

AYES: Vernon D. Burns
Megan J.M. Whitton
Toni Kennedy
Nicole Terminelli
Jennifer Quirk-Pickman
Diane Para

MOTION CARRIED.

F. New York & Ogdensburg Railroad

1. None.

G. Border Station

1. None.

H. Other Such Matters

1. Airport-Gateway Improvements Enabling Work – Approval of Change Order 002

with DC Building. On a motion by Nicole Terminelli, seconded by Diane Para, it was RESOLVED, that the Executive Director is hereby authorized and directed to execute a Change Order with DC Building Systems for additional work to install the additional 12" HDPE water pipe for a water line extension to the NYS Route 812 right of way as required by the terms and conditions OBPA/City of Ogdensburg Water Agreement. This work is associated with the Gateway Improvements Enabling Work Project, identified as OGS PIN &A03.01, for a total cost not to exceed \$84,450.00.

A vote was called.

AYES: Nicole Terminelli
Jennifer Quirk-Pickman
Diane Para
Vernon D. Burns

NAYES: Megan J.M. Whitton
Toni Kennedy

MOTION CARRIED.

2. Approval of Line of Credit with M & T Bank for Childcare Initiative. On a motion

by Nicole Terminelli, seconded by Toni Kennedy, it was

RESOLVED, that: Steve Lawrence, Patricia Nisco, Vernon Burns, or any member of the board of directors of the Company (an "Authorized Person") may on behalf of and in the name of the Company or otherwise, transact with and through M&T Bank ("Lender"), all such business as he or she (they) shall deem advisable upon such terms as he or she (they) shall deem proper including, but not limited to (i) obtaining loans, credits and other financial accommodations; (ii) discounting, selling, assigning, delivering and negotiating checks, drafts, bills of exchange, acceptances, notes and other writings containing a promise of, or order for, the payment of money (individually an "Item" and collectively "Items"); (iii) guaranteeing and otherwise becoming contingently liable for obligations of others; (iv) applying for services or products from Lender ("Services and Products") including, without limitation, letters of credit, electronic funds transfers, Internet products, capital markets products, deposit and cash management products; and (v) pledging, hypothecating, assigning, mortgaging, encumbering, granting security interests in and otherwise creating liens upon personal property, tangible or intangible ("Property"), as security for credits and for guarantees and other contingent liabilities. In connection with any such transaction of business, each Authorized Person has the power and authority on behalf of the Company to do all such acts and other things as he or she (they) shall deem proper, including but not limited to (i) signing, drawing, accepting, endorsing, executing and delivering Items; (ii) executing and delivering notes, guarantees, assignments, pledges, hypothecations, mortgages, deeds of trust, security agreements, powers of attorney, indemnifications, receipts, waivers, releases and other instruments, agreements and documents; (iii) making and receiving delivery of Property; (iv) accepting, receiving, withdrawing and waiving demands and notices; (v) incurring and paying liabilities, costs and expenses; and (vi) delegating to one or more people (who may be, but need not be, an Authorized Person) the power and authority granted to any Authorized Person herein or as set forth in an agreement with respect to any credit,

Service or Product, including the authority to request advances from Lender under one or more credits with a Lender. Without limiting the generality of the foregoing, each Authorized Person has the power and the authority on behalf of the Company to obtain from Lender from time to time upon such terms as he or she (they) shall deem proper, credits in such amounts as they deem necessary; and it is further

RESOLVED, that without limiting the generality of the foregoing, the Company hereby specifically authorizes the borrowing of up to \$5,000,000 pursuant to a revolving line of credit to be secured by a lien against the proceeds of that certain grant agreement between the Company and the Empire State Development Corporation, Grant No. CFA124445; USDA Rural Development, FY23 Congressional Directed Grant CDFA #10.766; and Northern Border Regional Commission (NBRC), Grant Agreement No NBRC23GBNY09

RESOLVED, that the Company shall use the proceeds of the above stated grants to satisfy this Loan; and it is further

RESOLVED, that the Authority given hereunder shall be deemed retroactive and any and all signatures, endorsements heretofore executed and all other actions heretofore taken by one or more of the Company's officers, members, partners or other persons, employees acting on behalf of the Company in any capacity (including Authorized Persons), and their delegees, (acting jointly or separately) are hereby adopted, ratified and confirmed; and be it further

RESOLVED, that the foregoing resolutions shall remain in full force and effect and may be relied upon by a Lender, notwithstanding the dissolution or termination of existence of the Company or any change in the identity of, or any modification or termination of any authority of, any Authorized Person, until a copy of a subsequent resolution revoking or amending them, duly certified by an Authorized Person of the Company, shall be actually received by the account officer of a Lender responsible for the obligations of the Company and such Lender shall have had a reasonable time to act thereon; and any action taken by a Lender prior to such actual receipt and passage of time shall be binding upon the Company, irrespective of when such resolutions may have been adopted.

A vote was called.

AYES: Toni Kennedy
Nicole Terminelli
Jennifer Quirk-Pickman
Diane Para
Vernon D. Burns
Megan J.M. Whitton

MOTION CARRIED.

3. Approval of Line of Credit with M & T Bank for 2025 Bridge Repair & Paving Project. On a motion by Megan J.M. Whitton, seconded by Diane Para, it was

RESOLVED, that: Steve Lawrence, Patricia Nisco, Vernon Burns, or any member of the board of directors of the Company (an "Authorized Person") may on behalf of and in the name of the Company or otherwise, transact with and through M&T Bank ("Lender"), all such business as he or she (they) shall deem advisable upon such terms as he or she

(they) shall deem proper including, but not limited to (i) obtaining loans, credits and other financial accommodations; (ii) discounting, selling, assigning, delivering and negotiating checks, drafts, bills of exchange, acceptances, notes and other writings containing a promise of, or order for, the payment of money (individually an "Item" and collectively "Items"); (iii) guaranteeing and otherwise becoming contingently liable for obligations of others; (iv) applying for services or products from Lender ("Services and Products") including, without limitation, letters of credit, electronic funds transfers, Internet products, capital markets products, deposit and cash management products; and (v) pledging, hypothecating, assigning, mortgaging, encumbering, granting security interests in and otherwise creating liens upon personal property, tangible or intangible ("Property"), as security for credits and for guarantees and other contingent liabilities. In connection with any such transaction of business, each Authorized Person has the power and authority on behalf of the Company to do all such acts and other things as he or she (they) shall deem proper, including but not limited to (i) signing, drawing, accepting, endorsing, executing and delivering Items; (ii) executing and delivering notes, guarantees, assignments, pledges, hypothecations, mortgages, deeds of trust, security agreements, powers of attorney, indemnifications, receipts, waivers, releases and other instruments, agreements and documents; (iii) making and receiving delivery of Property; (iv) accepting, receiving, withdrawing and waiving demands and notices; (v) incurring and paying liabilities, costs and expenses; and (vi) delegating to one or more people (who may be, but need not be, an Authorized Person) the power and authority granted to any Authorized Person herein or as set forth in an agreement with respect to any credit, Service or Product, including the authority to request advances from Lender under one or more credits with a Lender. Without limiting the generality of the foregoing, each Authorized Person has the power and the authority on behalf of the Company to obtain from Lender from time to time upon such terms as he or she (they) shall deem proper, credits in such amounts as they deem necessary; and it is further

RESOLVED, that without limiting the generality of the foregoing, the Company hereby specifically authorizes the borrowing of up to \$2,500,000 pursuant to a revolving line of credit to be secured by a lien against the proceeds of that certain grant agreement between the Company and New York State Department of Transportation Federal aid Local Program – Ogdensburg-Prescott International Bridge US Approach Truss Span Painting Rehabilitation Comptroller's Contract No D041413, PIN 7754.28, BIN: 5523230; and US Approach Paving Rehabilitation PIN 7754.29.

RESOLVED, that the Company shall use the proceeds of the above stated grant to satisfy this Loan; and it is further

RESOLVED, that the Authority given hereunder shall be deemed retroactive and any and all signatures, endorsements heretofore executed and all other actions heretofore taken by one or more of the Company's officers, members, partners or other persons, employees acting on behalf of the Company in any capacity (including Authorized Persons), and their delegees, (acting jointly or separately) are hereby adopted, ratified and confirmed; and be it further

RESOLVED, that the foregoing resolutions shall remain in full force and effect and may be relied upon by a Lender, notwithstanding the dissolution or termination of existence of the Company or any change in the identity of, or any modification or termination of any authority of, any Authorized Person, until a copy of a subsequent resolution revoking or amending them, duly certified by an Authorized Person of the Company, shall be actually received by the account officer of a Lender responsible for the obligations of the Company and such Lender shall have had a reasonable time to act thereon; and any action taken by a Lender prior to such actual receipt and passage of time shall be

binding upon the Company, irrespective of when such resolutions may have been adopted.

A vote was called.

AYES: Nicole Terminelli
Jennifer Quirk-Pickman
Diane Para
Vernon D. Burns
Megan J.M. Whitton
Toni Kennedy

MOTION CARRIED.

Chief Financial Officer, Patricia A. Nisco, stated there was a need for Executive Session under §105 item f of the Open Meeting Law to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. On a motion made by Jennifer Quirk-Pickman, seconded by Nicole Terminelli, the meeting went into Executive Session at 6:39 PM. On a motion made by Jennifer Quirk Pickman, seconded by Vice Chair, Megan J.M. Whitton, the meeting resumed at 7:03 PM. No action needed to be taken after Executive Session.

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

None.

VIII. Next Meeting Date

The next Board meeting was proposed for Thursday, October 10, 2024, at 5:00 PM.

Senior Administrative Assistant, Karin Blackburn, will poll the Board Members for a date that works.

IX. Adjournment

On a motion by Vice Chair, Megan J.M. Whitton, seconded by Nicole Terminelli, the meeting adjourned at 7:04 PM.

Jennifer Quirk-Pickman
Secretary

Vernon D. Burns
Chairperson