

**UMVMAA, meeting minutes
January 5, 2016**

Present: Carl Annese, Jim Brock, Harold Stalker, Vin Karl, Pat Donovan, Joanne Gerace, Paul Romano.

Meeting comes to order at **5:00 pm**

Discussion was had on the importance of purchasing new acrylic side glass.

Pat makes a motion to purchase new acrylic side glass from Athletica in accordance with procurement policy #7B not to exceed \$43500.00, Jim seconds, all in favor.

Discussion was had on the maintenance of the switch gear.

Jim made a motion to get 3 quotes based on option #1 item #1 from the engineering report prepared by Peterson Guadagnolo Consulting Engineers PC in accordance with procurement policy #7a. Paul seconds, all in favor.

Discussion was had on replacing the kitchen doors.

Harold makes a motion to get three quotes on the replacement of the kitchen doors, in accordance with procurement policy #4b Vin seconds, all in favor.

Harold makes a motion to adjourn. Vin seconds, all in favor.

Meeting comes to a close at **6:20 pm.**

**UMVMAA, meeting minutes
January 13, 2016**

Present: Carl Annese, Jim Brock, Harold Stalker, Pat Donovan,

Meeting comes to order at **7:50 pm**

Discussion was had on the importance of having the new acrylic side glass installed.

Pat makes a motion to have the new acrylic side glass installed by Athletica in accordance with procurement policy #7B not to exceed \$10,950.00, Jim seconds, all in favor.

Harold makes a motion to adjourn. Jim seconds, all in favor.

Meeting comes to a close at **8:00 pm.**

Present: Jim Brock, Michael Potrzeba, Luann Horton-Murad, Harold Stalker, Carl Annese, Joe Fraccola, Michael Galime, Vin Karl, Pat Donovan, Paul Romano

Excused Absence: Joanne Gerace

Meeting comes to order at **4:02 pm**

Carl gave the floor to the Military Order #490 of the Purple Heart & Vietnam Veterans, where they discussed the lack of representation of the Korean War & Vietnam War in the wall wrap across from the Labatt Blue ticket entrance. Discussion regarding 2-3ft wraps to each end representing each war. The Authority and Veterans agree that this is the best path to go down, and they will work on sending over some approved pictures.

The Authority welcomes new Common Council President Michael Galime to the meeting, and they discuss building the relationship between the Authority and the City.

Luann discusses the individuals from the city who came to The AUD a couple of weeks ago asking for the Italian plaque.

Pat makes a motion to approve the meeting minutes from 12/15. Jim seconds, all in favor. Jim makes a motion to approve the meeting minutes from 1/5 with a minor spelling fix. Pat seconds, all in favor. Jim makes a motion to approve the meeting minutes from 1/13 with a minor spelling fix. Pat seconds, all in favor.

Mike passes out CAP fund numbers for 2015 and discusses settling in June 2016. Wine and Chocolate and WWE are both confirmed for 2016. He also passes out the 2015 Budget vs. Actual.

New glass is currently being installed in the building, and will be done by Friday morning at the latest. There is a discussion regarding what to do with the old glass and potentially putting it on eBay through the county. Carl brings up the idea of having a huge garage sale on the floor of The AUD over the summer.

The Authority discusses putting the Chiller/Switchgear out to bid. Jim makes a motion to rescind the previous motion on 1/5 to get three quotes; instead, the authority will put the job out to bid based on option #1 item #1 from the engineering report prepared by Peterson Guadagnolo Consulting Engineers in accordance with procurement policy #7a. Pat seconds, all in favor.

The Authority did receive a second quote for insurance, but Bob Dicks suggested sticking with the previously approved insurance.

Meeting comes to a close at **2:20 pm**

Present: Jim Brock, Michael Potrzeba, Luann Horton-Murad, Carl Annese, Vin Karl, Pat Donovan, Paul Romano, Jo Gerace

Meeting comes to order at 4:00 pm.

Minutes from the previous meeting will be reviewed next month.

Mike presents the CAP fund balance to all authority members. The authority discusses whether or not the authority will cover some of the cost of One9Five9. The next page shows the Budget vs. Actual for 2016.

Jim makes a motion to transfer \$1,000 from expense account 2030 chiller maintenance to expense account 2040 elevator inspection. Pat seconds, all in favor.

Luann discusses upcoming events – WWE on Friday and Build-A-Bike in June – as well as some graduations in June.

Carl discusses the UC contract; they are working on separating the responsibility from the authority and the management company. There is a legitimate offer on Tony's for \$750,000 – it is rumored to be for a shooting range.

Jeff Stone from ORB is requesting a new dishwasher at the price of \$7,800 (plus the price of installation). **Jim makes a motion to move the low offer from Walter's Equipment Service for a dishwasher at the price of \$7,704. Vin seconds, all in favor.**

Jim makes a motion to move the slate with his name removed. Paul seconds, all in favor.

Mike passes out a couple of completed vouchers for signatures. Verizon contacted the building in order to improve cell service during events; they would be responsible for all installation and costs except the electric service. **Pat makes a motion to approve the contract from Verizon (as long as Kevin Martin is okay with it). Jim seconds, all in favor.**

Jim makes a motion to go into executive session at 4:39 pm. Pat seconds, all in favor.

Meeting comes to a close at 4:50 pm.

UMVMAA

Wednesday, June 8, 2016

Present: Jim Brock, Michael Potrzeba, Luann Horton-Murad, Carl Annese, Vin Karl, Pat Donovan, Harold Stalker, Rick Redmond

Meeting comes to order at 4:03 pm.

Jim makes a motion to move the minutes from the meeting on 5-18-16. Vin seconds, all in favor.

Luann discusses a Motorcycle Ride for Breast Cancer that is passing through Utica on Tuesday, June 21st, that would like to use our parking lot and bathrooms. Proctor (6/24) and Whitesboro (6/25) both have graduations coming up in the next two weeks. If Shriner's Circus comes back, it will be on 9/23-9/25.

Mike presents two bills from the past month to the Authority. Rick discusses a replacement air compressor (the building needs two to operate). **Jim makes a motion to approve the bill for the air compressor repair at the price of \$2,250. Harold seconds, all in favor.** Rick also discusses the power shut down that is occurring on Tuesday, June 14th, and some cracks in the back parking lot. Carl discusses putting together a landscaping budget (up to \$5,000) for plants, mulch, etc. to enhance the look of the building.

Kevin Martin said the Verizon Contract is acceptable to proceed. The UC Contract was marked up again, and it will be discussed at the next meeting.

The revamp of the veteran's plaque is in progress, and it will tentatively be completed by opening night.

There is a discussion regarding putting offices in the Labatt Blue entrance.

Meeting comes to a close at 4:40 pm.

UMVMAA Minutes
2016

Tuesday July 12,

Present: Michael Potrzeba, LuAnn Horton-Murad, Rick Redmond, Carl Annese, Vin Karl, Harold Stalker, Joann Gerace, Pat Donovan, Paul Romano.

Meeting comes to order at 4:30 pm

Mike went over financial reports with the Authority and LuAnn went over attendance and future events

A draft of the UC contract was distributed and briefly discussed, Authority members will bring any comments or concerns up at the next meeting.

Discussion was had on Capital projects and the retaining of Park Strategies.

A resolution was made by Jim Brock to resurface the west parking lot seconded by Pat Donovan, vote, all in favor. Bid went to The Gorman Group, off of State Contract in accordance with the Authorities procurement policy.

A discussion was had on environmental testing for the property to the East of the Auditorium; The Authority will contract with SGD under professional services to do the testing required. A motion for resolution to contract for testing was made by Paul Romano, second by Jim Brock, vote, all in favor.

Discussion was had on potential location of new office and the addition of rest rooms, this will be looked into and be on the agenda for the next meeting.

Placing the name of the building on the entrance wall was brought up and tabled.

A bid was awarded to Almy Interior Painting for painting of the exterior doors. The award was based on the being the lowest responsible bid of three bidders in accordance with the Authorities Procurement policy for under \$30,000.00 Motion was made by Jim Brock, second by JoAnn Gerace , vote all in favor.

A letter from the State Comptroller's office was received and previously answered with a copy of the Authorities Procurement policy

Motion to adjourn was made at 5:25 by Pat Donovan, second by Harold Stalker, all in favor.

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FINAL EDITION

MINUTES OF THE MEETING OF THE UPPER MOHAWK VALLEY MEMORIAL AUDITORIUM AUTHORITY HELD ON AUGUST 10, 2016 AT 4:15 PM.

Members Present: Carl Annese, Joanne Gerace, Jim Brock, Paul Romano, Pat Donovan, Vin Karl, and Harold Stalker

Also Present: Luann Horton-Murad, Mike Potrzeba, Rick Redmond, Kevin Martin, Eric Kowiatek, Chet Malcolm and fellow officers from Viet Veterans organization

Excused:

Authority Business:

Eric presented the final draft for the wrap for the right hand side of the memorial wall opposite the main entrance that now includes photos from the Vietnam and Korean wars. The three Veterans board members seemed pleased with this result and were glad to hear that it will be installed in time for the Veterans Day ceremony prior to our home game on Friday Nov 11th. Eric assured them it would be.

A motion was made to accept an electrical change order in the switch-gear project which will allow several lighting projects to be accomplished. Motion made by Pat. Seconded by Paul. All in favor.

The proposed West Lobby Offices were presented for further discussion. It included several advantages: Having offices and ticket windows right at the street entrance will allow for much more control of access of the building; the space used previously for offices can now be used for additional ladies rooms. A motion was made by Pat to authorize Alesia & Crewell to proceed for the design of the offices and ladies bathroom, on an hourly basis up to \$15,000. Motion was seconded by Paul. Motion passed- all in favor.

Authority entered into Executive Session at 5:11 pm. The Authority exited from Executive Session at 5:44 pm

A motion was made by Vin, seconded by Harold, to (re-)start the Eminent Domain process relating to the Tartan property as soon as possible rather than waiting. All were in favor.

Discussion was held regarding the letter received from the Dept of Justice concerning our compliance with the Americans with Disabilities Act. Our attorney will respond and ask more what we can do to be in compliance.

Rick reported that Gorman has advised him that work will begin in late Aug – early Sept on the VIP parking lot. New entrance and exits will be cut on the Whitesboro Street side and bollards will need to be installed in the mouths of the old exits. Rick is working on this and getting pricing.

We also need to change peoples' habits of waiting for their riders on Aud. Drive. Carl has spoken with UPD about clear signs of Drop off zones only, and them following through with enforcement.

Given the hostile climate we live in, it is the right thing to do to provide shelter for the parking lot attendants that work our events. In that vein, Mike has obtained quotes from local manufacturer Austin Mohawk for aluminum huts that came in around \$3600 each. We asked him to check for any other suppliers, and perhaps any made from wood that could be less expensive alternatives.

Paving of the north parking lot needs to go out to bid. But first, the specs must be written up by an engineering firm. A motion was made, by Jim, to award a contract to O'Brien & Gere not to exceed \$3000 for development of the specifications for the pavement of the North Parking Lot. Seconded by Vin. All in favor, with Paul abstaining.

When the specs are ready, Paul will put the bid package together to tie this in with the 80/20%. We also have to be in with MWBE compliance. And ESD requirements must be met.

Rick pointed out the need for roof flashing in a few places. Luann got a quote. Deluxe Roofing will be doing the work.

A proposal was presented for a replacement for the marquee outside. Costs can vary significantly. \$190,000 was quoted by Boxtton Company. Mike will be getting other quotes. It may be a moot issue as the probable funding source for this would have been the naming rights of the building.

The minutes of the July 12th meeting were reviewed. A motion was made by Pat to accept them. Seconded by Jim. All in favor.

Recent actions have shown to need to improve security around or building. The ideal would be a full complement of cameras around the outside of the back of the Aud. At least to get some motion-sensor lights. Rick and Mike will check into various options to see how much bang we can get for our buck to increase security. Rick also asked for the go-ahead to get a quote on the hand-held metal detector wands to be used before we get the walk through units.

A motion was made by Pat to pay for 2 additional Point of Sale systems, not to exceed \$8,000. Seconded by Jim. All in favor.

A motion was made by Pat to provide up to \$4000 in electrical improvements in the building. Seconded by Jim. All in favor.

Rick will install the plaques on the outer walls facing the Military wraps in the places shown. We will also get a new one made for the recent building contributors.

Authority entered into Executive Session at 7:38 pm. The Authority exited from Executive Session at 8:06 pm

While the next meeting will be Wed Sept 14th, we will most likely revert to the 2nd Tuesdays for the winter since Wednesdays are often game nights.

Meeting adjourned at 8:07 pm

FINAL EDITION

MINUTES OF THE MEETING OF THE UPPER MOHAWK VALLEY MEMORIAL AUDITORIUM AUTHORITY HELD ON SEPTEBER 14, 2016 AT 4:15 PM.

Members Present:, Carl Annese, , Jim Brock, Paul Romano, Pat Donovan, Vin Karl, and Harold Stalker

Also Present: Luann Horton-Murad, Mike Potrzeba, Rick Redmond, Kevin Martin,

Excused: Joanne Gerace

Authority Business:

The minutes of the August 10th meeting were reviewed. The need for several corrections was pointed out. Corrections will be made so the minutes can be approved at the October meeting.

Mike reviewed the Financials. We have a shortfall in our repairs budget. But we also have a surplus in our utilities budgets. Therefore, motions were made by Pat, seconded by Jim to move \$7500 from both the 2140 Electric account and the 2170 Gas Account into the 2250 Repairs account for a total transfer of \$15,000. . All in favor

Luann gave an update on future events. The Man's Expo would be held this coming Saturday. The Shriners' Circus was confirmed. An announcement will be made next week for a country show to be held November 17th. The only bad news was the Ice Age show was cancelled due to poor results on the first legs of their tour.

Mike has obtained the quote from local manufacturer Austin Mohawk for aluminum huts that came in around \$3601 each. He did check for any made from wood which came in at \$2300. However, it was noticeably inferior to the aluminum one. It's interior was unfinished wood, Made of wood, it would not last as long in the elements as aluminum. It had no counter, which would be needed/used. And most importantly, it had no sliding door. We believe these facts meet the

criteria of Section 6 of our Procurement Policy. Therefore, a motion was made by Pat, seconded by Harold to purchase the 2 aluminum booths from Austin Mohawk. . All in favor.

Rick Redmonds Reports:

- Regarding the VIP parking lot, Rick said the contractor knows that 9/30 is the DEADLINE, and he assures us he will meet it. For the North (STH) lot, if we cannot get grant money to do the paving, we will hang onto the funds we have for any other priorities. But if we do get it, we will at least have the engineering specifications already drawn up by O'Brien & Geer.
- The other parking lot issue is the need for bollards to assist the new flows of traffic, both vehicular and pedestrian. Rick obtained 2 quotes, with a third vendor refusing to quote. Since Brady Fence was the lower bid, a motion was made by Pat, seconded by Jim to purchase the 12 installed 6" bollards with covers for \$4560, or a combination of installed and removable ones of 3 ½ " diameter, at the discretion of MVG, with the total expense not to exceed the \$4560 total cost. All in favor.
- The ice is in. There are no issues.
- The doors are being painted. They will be done by next week, with a little cushion.
- The flashing has been installed. It looks good.
- His crew needs to test the caulk for the windows.
- Work has started on the several lighting projects from our electrical change order in the switch-gear project . They are just waiting on some light fixtures.
- Rick obtained quotes for security wands from Garrett. These come recommended by local law enforcement as the ones they use. A motion was made by Pat, seconded by Jim to purchase 7 of the 9 volt units to have two for each main entrance, and one for the back door. All in favor.
- It was also discussed that some training of the staff would be required, as well as public notification.

- Rick learned that our cooling water system needs to be properly treated and monitored with a defined water management plan, including requiring an outside company to provide testing, monitoring, treatments and technical support of the cooling tower, sump tank and boiler systems. NYS DOH regulations enacted last year added the requirement for registering all cooling towers and conducting monthly and quarterly bacterial testing. Two companies were called to conduct a comprehensive evaluation of the system and make treatment plan recommendations.
- Copies of the two proposals are attached to these minutes. One vendor, Aquatrol Technologies, offered two options: upfront purchase; or a 3-year agreement. The second vendor, M.I.S. of America offered a 12 month service agreement. After comparisons were made, Pat made a motion to accept the proposal from M.I.S. of America, It was seconded by Paul. All in favor, except Jim who abstained.
- Rick got two quotes for the privacy fencing to hide/enclose the air handles near the Oriskany Street entrance. They were from the same two vendors as the bollards,, with the same third vendor declining to quote. This time, Weather-Tite Fencing was considerably lower in price than Brady Fence. (\$4593 vs \$6954) However, no action will be taken at this time.
- Rick obtained one quote for the exterior security cameras. It came from Usmail Electric. It was for 5 exterior cameras for \$12,911. We asked that he obtain at least one, if not two additional quotes before we can proceed.
- A quote was obtained from Chas. Gaetano construction for \$2450 to install the 4 bronze plaques opposite the veterans wrap at the Labatts entrance. A motion was made by Pat, seconded by Paul to accept the quote. All in favor.

We have a purchase offer from Steve Starr for our old York chiller for \$25000. It was discussed that we needed to try to make efforts to find

other buyers. So, mention will be made on our website. Carl also suggested listing it in the legal notices sections in the paper where public bid notices are placed.

We finalized our discussion with MVG concerning their purchases of equipment and furnishings made during 2015. We have agreed that \$37000 (\$32000 of equipment and \$5000 of paint allowance) can be considered for the primary benefit of the building, while the beneficiary of the remainder is MVG. Since they owe us \$14000 from the Cap Fund for the period of 6/1/15 to 12/31/15, Jim made the motion, seconded by Pat that MVG keep this \$14000 as a way for us to reimburse them for the capital improvements made on our behalf. All in favor.

A new wish list of kitchen equipment was presented to us for consideration to purchase. It was deemed that 5 separate items would be considered "attached to the building" and their total cost would be around \$7323. A motion was made by Jim, seconded by Paul, to allow for the purchase of these 5 items, not to exceed \$7500. All in favor.

Re UC Contract – both we and UC have the new versions to look over. Jim and Kevin Martin have had some email exchanges for questions Jim has had.

The Eminent Domain process relating to the Tartan property has been restarted. Kevin reports that the *lis pendens* has been filed. (meaning lawsuit is pending). The Phase 2 field work is done. We are waiting for the environmental report to be done. It could be several more weeks. In the meantime, the buyer Bower Development has to be notified. Kevin said they seem rather hard to find. So one wonders how solid a company they are. And since this can be considered brownfield, Paul was going to contact to Bob Buhlman to see if we can get us some brownfield money from Sen. Schumer.

Regarding the letter received from the Dept of Justice concerning our compliance with the Americans with Disabilities Act., Carl received a call from the ADA attorney. He used to live in NH and came to the circus once in our building. He understands it is a money issue, as well as structural, and to told us to keep trying to do the best you can to be in

compliance. An architect from Maine will come for another tour sometime in the future.

Carl advised that we received a letter from the NYS Comptroller's office, asking us for our reply to the audit. We will re-send our original reply, which apparently crossed in the mail.

Our insurance coverage was discussed and it was decided that we would continue our program to increase the insurance coverage by another 10% this year. Gary Scalzo will be so notified.

Old Business: None

New Business: Mike advised that the Paris filing needs to be approved. Since it is a 30-page document, he will email each of us so we can review them electronically.

Executive Session: None

Meeting adjourned at 7:00 pm

Our Procurement Policy was reviewed. As it needs to be updated yearly, each Member will review so we can make updates as needed.

FINAL EDITION

MINUTES OF THE MEETING OF THE UPPER MOHAWK VALLEY MEMORIAL AUDITORIUM AUTHORITY HELD ON OCTOBER 12, 2016 AT 4:15 PM.

Members Present:, Carl Annese, , Jim Brock, Paul Romano, Pat Donovan, Vin Karl, Joanne Gerace and Harold Stalker

Also Present: Luann Horton-Murad, Mike Potrzeba, , Kevin Martin, Bob Buhlman

Excused: Rick Redmond – See detailed notes attached.

Authority Business:

The minutes of the August 10th meeting were reviewed, corrections made and approved at the October meeting. The minutes of the Sept 14th meeting were reviewed. Motion was made by Pat to accept the minutes with corrections noted. Seconded by Jim. All in favor.

Mike reviewed the Financials. He obtained 8 quotes for electricity supply for the building that ranged from \$4.50 down to \$4.25 per kW/hr. The lowest bidder was Blue Rock at \$4.25. A motion was made by Pat, seconded by Jim to change to them as our electricity supplier.

Luann gave an update on future events. The sponsor of Man's Expo was happy with the results and expressed interest in doing the show again next year – on an even larger scale. We lost the Chamber of Commerce Business Expo because they did not want to pay the extra charges for covering the ice and removing the glass.

There has been no feedback from Utica College yet on the contract. When we followed up, they were surprised that we hadn't received it yet.

Regarding the new Security Policies, we found out quickly that the Security wands were NOT fast enough to process the inflow of

spectators when we have a large house. Therefore we have to consider the investment of walk-thru scanners.

Quotes have been obtained for both fixed and portable units. After reviewing the specifications, we have chosen to proceed with the portable, battery-operated units that will give us the most flexibility. A motion was made by Jim, seconded by Pat, to purchase 7 units, or up to \$45,000. All in favor.

Carl advises that we should be in line for a state grant of \$1.5M in next year's budget. (After April 1st). URI is reviewing applications now.

Regarding Tartan, Kevin notes again how hard it is to find/get into contact with the Bower Development LLC. Their credibility leaves much to be desired. He needs to be served with a notice for us to get onto the property for continue for a phase 2 Environmental test. A motion was made for a change order up to \$4500 for SGD do this Phase 2 work. Motion made by Pat. Seconded by Jim. All in favor, except Paul abstain.

Rick Redmond Reports:

Because of his absence, Rick left 2 pages of detailed notes, as per the attached copy.

The only action we needed to take concerned to selling of the used chiller. We received a counter offer of \$27,500. A motion was made by Jim, seconded by Harold to accept the counter offer, and proceed with the sale.

Old Business: A motion was made by Pat, seconded by Paul to approve the Paris filing.

New Business: None

Executive Session: None

Meeting adjourned at 5:15 pm

FINAL EDITION

**MINUTES OF THE MEETING OF THE UPPER MOHAWK VALLEY
MEMORIAL AUDITORIUM AUTHORITY HELD ON NOVEMBER 9,
2016 AT 4:15 PM.**

Members Present: Carl Annese, Paul Romano, Pat Donovan, Vin Karl, Joanne Gerace and Harold Stalker

Also Present: Luann Horton-Murad, Mike Potrzeba, Rob Esche, Rick Redmond

Excused: Jim Brock

Authority Business:

The minutes of the October 12th meeting were not available for review . They will be reviewed at the December meeting.

Mike reviewed the Financials. He presented 5 vouchers for approval and signatures.

Luann gave an update on future events. The Justin Moore show tickets for Nov 17th are selling well.

She also advised that we are all set for the Veterans' Day ceremony on Friday with the ceremony to unveil the new Vietnam/Korean war wrap at 4:00 and reception to follow at the Horton Room.

There has still been no feedback from Utica College yet on the contract.

Regarding the new Security Policies, the investment of the 7 walk-thru scanners has proven to be a good one as far as moving the patrons into the building much more quickly. We were just waiting for the letter from our attorney to confirm this having been classified as emergency spending vis-a-vis our procurement policy.

A motion was made by Pat to go into executive session at 4:12. Seconded by Harold. All in favor.

A motion was made by Jo to come out of executive session at 5:15.
Seconded by Harold. All in favor.

Old Business:

Regarding Tartan, Kevin **still** advises how hard it is to find/get into contact with the Bower Development LLC. Their credibility leaves much to be desired. They needs to be served with a notice for them to know about the eminent domain with which we are proceeding.

Rick Redmond Reports:

All of the hardware is in for the Cooling Tower Water Tank. The system should be up and running in 7-10 days (by end-Nov). Initial tests of the water have shown levels 3x higher than they should be.

Re selling of the used chiller: Starr is still interested at the agreed upon price of \$27,500.00He is waiting for some funding on his end before he can consummate the purchase This should occur in the next few weeks.

New Business: None

Meeting adjourned at 5:30 pm

FINAL EDITION

**MINUTES OF THE MEETING OF THE UPPER MOHAWK VALLEY
MEMORIAL AUDITORIUM AUTHORITY HELD ON NOVEMBER 15,
2016 AT 4:15 PM.**

Members Present: Carl Annese, Paul Romano, Pat Donovan, Vin Karl, Joanne Gerace and Harold Stalker

Also Present: Luann Horton-Murad, Mike Potrzeba, Rob Esche, Rick Redmond

Excused: Jim Brock

Authority Business:

A special meeting of the Authority was called to order at 12:10.

A motion was made by Pat to go into executive session. Seconded by Harold. All in favor.

A motion was made by Jo to come out of executive session at 5:15. Seconded by Harold. All in favor.

New Business: A motion was made by Paul, seconded by Pat to approve a contract for engineering and professional services, as shown below, for future capital improvements, not to exceed \$145,000; and resolve to authorize the Chairman to sign all contracts pertaining to same. All Authority members voted in favor and fully support this project.

Alesia & Crewell	\$30,000
Almy & Associates	\$10,500
Peterson Engineering	\$72,000
Gaetano Construction	\$19,200
On-site engineer TBD	<u>\$12,500</u>
Estimate	\$144,260

Meeting adjourned at 12:53 pm

FINAL EDITION

MINUTES OF THE MEETING OF THE UPPER MOHAWK VALLEY MEMORIAL AUDITORIUM AUTHORITY HELD ON DECEMBER 13, 2016 AT 4:15 PM.

Members Present: Carl Annese, Paul Romano, Pat Donovan, Vin Karl, Jim Brock and Harold Stalker

Also Present: Luann Horton-Murad, Mike Potrzeba, Rob Esche, Rick Redmond

Excused: Joanne Gerace

Authority Business:

The minutes of the October 12th and November 9th meetings were reviewed. A motion was made by Pat to accept the minutes as approved. Seconded by Jim. All in favor. The minutes of the November 15th meeting were reviewed. A motion was made by Harold to accept the minutes as approved. Seconded by Paul. All in favor

Mike reviewed the Financials, including reviewing the budget for 2017. A question was raised concerning the snowplowing, whether a bid for a contract has gone out. Mike was going to check on that. There were 4 vouchers to sign.

Rick advises that with the top end rebuild of the chiller, maintenance will need to be done on a yearly basis to the tune of \$9,000.

The water treatment costs are expected to run \$3000-4000 per year.

A discussion was held regarding the fact that we have not received any billing from our counsel this year. Pat will contact him so we can get him caught up for 2016. Then we will decide whether to proceed in the future on a retainer or hourly basis.

An emergency situation arose when our hot water heater broke down and there was no hot water for the building. A total of \$19,263 was

spent to fix this problem. Because it was such an emergency, we could not follow our normal purchasing protocol rules.

For our Building Insurance renewal, Gary Scalzo quoted an new premium of \$82,622.91 vs this year's \$80,948.45 with the same amount of insurance coverage. He overlooked the fact that we have been wanting to increase our coverage on the building at least 10% , if we can afford it, every year. So, a motion was made by Pat, seconded by Paul to authorize Carl to sign the order for insurance next year not to exceed \$90,000.

Re The Tartan building, a letter was received from Bowers with an offer that is not acceptable. A motion was made by Jim, seconded by Pat to reject said offer.

Regarding the contract for engineering and professional services, as shown below, for future capital improvements, a motion was made by Paul, seconded by Harold, to make the following amendment, hereby including the estimated on-site engineering costs into the Alesia & Crewell billing:

Alesia & Crewell	\$42,500
Almy & Associates	\$10,500
Peterson Engineering	\$72,000
Gaetano Construction	<u>\$19,200</u>
Estimate	\$144,260

A motion was made by Jim, seconded by Harold to move the current slate of officers forward to serve again next year. All agreed to serve again. All in favor of the motion.

A motion was made by Pat to go into executive session at 4:55. Seconded by Harold. All in favor.

A motion was made by Jo to come out of executive session at 5:35. Seconded by Harold. All in favor.

.Meeting adjourned at 5:35 pm