

CENTRAL NEW YORK REGIONAL MARKET AUTHORITY
REGULAR BOARD MEETING
July 10th, 2018
6:00 P.M.

PRESENT: J. Musumeci, M. Broccoli, M. Mahar, C. Pratt, D. Ross, J.A. Delaney, S. Ficken, R. Daratt

ABSENT: M.J. Madison, J. Harper, K. Batman, C. Nowak

OTHERS: Ben Vitale, Amanda Vitale, Greg Frigon, Pamela Ross, Mary Ellen Chesbro, Bruce Letts, Ryan Poplawski

The meeting was called to order at 6:06 PM by Board President: John Musumeci.

APPROVAL OF AGENDA

There was a brief discussion about the agenda, and which topics needed voting on. It was agreed upon that any topics needing voting upon should be discussed first, in order for some members to get out of the meeting in time to make it to other commitments.

Resolved; a motion was made by M. Broccoli and seconded by S. Ficken to approve the agenda. All in favor; no one opposed; no abstentions.

APPROVAL OF PRIOR MINUTES

Resolved; a motion was made by C. Pratt and seconded by D. Ross to approve prior minutes. All in favor; no one opposed; no abstentions.

REGIONAL MARKET DINER ROOF REPLACEMENT BID

B. Vitale introduced B. Letts, and handed the floor to him in order to discuss the bid process and results. B. Letts presented that we recently advertised for and received bids for the roof replacement project. The bids that we received ranged from \$100,068.00 to \$196,000.00. B. Letts explained to the Board that B. Vitale and himself came into the process knowing that the whole roof needed to be removed and replaced. The whole roof is 9,100 square feet in total.

B. Letts explained that the low bidder was from WCA Roofing. Their bid came in at \$100,068.00 and their bid also included a letter that explained their views and estimates of the roof and what they were anticipating. The letter also included figures for the worst case scenario of the roof replacement (just in case). The letter really spoke that they knew what they were doing, and what they were getting

themselves into. B. Letts also explained to the Board that the high bidder (J&B Installations) took core samples of the roof without permission. But, that B. Vitale made them provide the sample and their findings to the other companies who were bidding on the project.

B. Letts discussed that WCA Roofing also had 4 references posted on their bid. B. Letts explained that he contacted each of the 4 references and heard nothing but excellent reviews about WCA Roofing. B. Letts concluded that after speaking with multiple individuals about prior projects completed by WCA Roofing, he has much confidence in the company's ability.

C. Pratt asked if there was a completion date attached to the bid, and B. Vitale explained that the completion date for the project was set for the end of October so as not to compete with other school projects and others taking place over the summer. Furthermore, B. Vitale explained to the Board that the last time the roof on that building was replaced was when he sat on the Board. This put this roof at an age of about 25 years or more. At this point, the Authority has gotten many years out of the roof, and at this point it has already begun to leak. He and B. Letts explained that at this point, it is crucial to stay ahead and get this done. The longer we wait on this project, the more expensive it is going to be.

B. Vitale made a recommendation to the Board that they make a resolution to move forward with the bid from WCA, not to exceed \$223,000.00 (their worst case scenario figure). B. Vitale suggested that \$75,000.00 worth of the fund come from our capital reserve, and that the rest of the funds be paid from our savings. There was some discussion and questions regarding the worst case scenario figure. B. Vitale and B. Letts explained that they did not believe the project would go any higher than \$125,000.00 tops, and that they had a lot of faith in the figure given by WCA for their bid.

Resolved; a motion was made by C. Pratt and seconded by D. Ross to accept WCA Roofing's bid and move forward with the project, not to exceed \$223,000.00. All in favor; no one opposed; no abstentions.

PERSONNEL COMMITTEE PRESENTATION- Danny Ross

D. Ross presented that there was a personnel committee meeting held prior to the meeting of the Board of Directors, and that recommended raises were discussed in the meeting.

B. Vitale suggested that this would be a good time for the meeting to move into executive session in order to review personnel matters.

Resolved; a motion was made by M. Broccoli, and seconded by J.A. Delaney to go out of regular session and into executive session. All in favor; no one opposed; no abstentions.

Resolved; a motion was made by D. Ross and seconded by S. Ficken to go out of executive session and into regular session. All in favor, no one opposed, no abstentions.

Resolved; a motion was made by J. Musumeci and seconded by C. Pratt to authorize the following increases to rates of pay and/or pay increases:

Market Administrator, Market Manager, and Market Facilities Manager
will all be at \$20.25 per hour

The Market Manager Assistant Rate of pay will be \$15.00 per hour

All other hourly employees' rate of pay will increase by \$0.50 per hour

all in favor, no one opposed, no abstentions.

BOARD DISCUSSION

J. Musumeci discussed that he and B. Vitale were incorrect about changes made to bylaws that they had discussed with J.A. Delaney at the last meeting of the Board of Directors. They apologized for the incorrect information, and explained that the Board of Directors will work toward properly making the changes for the future.

a. R. Musumeci Thursday License

A. Vitale presented to the Board that the staff had received an email from Rose Musumeci, a vendor on the Thursday Market. J. Musumeci stated to the Board that he would not make any comment and would abstain from any voting having to do with the matter. A. Vitale then read the letter aloud to the Board. (letter is attached as Exhibit A.)

B. Vitale stated to the Board that he would make no recommendation in the matter.

J.A. Delaney discussed that her concern in this matter was that there was no clear reason given in the letter, and that this would be a bad example to set for other vendors. Various other members of the Board agreed with this concern, and agreed that this would be a poor precedence to be set.

No action was taken on this matter.

b. Tracey Allen- Old Balance

A. Vitale presented to the Board that she had previously had a phone discussion with a vendor who had a balance of roughly \$78.00 on her account. She explained that this individual had been a vendor here in the past, and that she vended here for half of the 2017 Holiday Season. This vendor had interest in coming back to vend at the market, but had concerns about the remaining balance on her account. A. Vitale advised the vendor that the only thing that she could do was to write a letter to the Board of Directors explaining her situation. A. Vitale then read the letter aloud to the Board of Directors (Letter attached as Exhibit B).

B. Vitale recommended that if the Board were to take any action on the matter that it be to reduce the balance, but not waive it completely. Board Members, voiced that again, they do not wish to set this kind of precedence, and that the vendor could come back once the balance is paid.

No action was taken on this matter.

c. Neil Miller

B. Vitale updated the Board on the status of N. Miller, a wholesale tenant that had been discussed in last month's meeting of the Board of Directors. B. Vitale explained that N. Miller was closing down his business, Farmshed, and that the Authority had formally evicted the Tenant. N. Miller has until July 31st, 2018 to be out of his unit completely.

J. A. Delaney asked B. Vitale if we were going to be getting paid for the time that he was a Tenant of the Authority. B. Vitale explained that there will be a remaining balance of just over \$2,000.00 that will be on the Tenant's account, and that he would have to pay that balance before ever having the ability to use the Authority for Business in the future. J.A. Delaney asked why there would be no money received, and if the wording in the Lease that holds the Tenant personally responsible had no meaning. B. Vitale and R. Poplawski explained that it would cost more than what is owed to legally fight the individual for payment. J.A. Delaney then requested that we have our attorney's review all of our leases to change the wording in order to make them more enforceable. R. Poplawski agreed that Hancock and Estabrook could take a look at the Leases.

d. P. Mussi- Market Commons

B. Vitale discussed with the Board of Directors that we had been working with this individual who represents Ashley Lynn Winery for the past two years. He explained that she is the one who rents the wine slushy food shed out on the Market, and that she has said that she wants to rent all available space in the Commons. However, she has led us on for two years. We had a lease available for her in April, and she failed to sign her lease. She is now saying that she is ready to go, but at this point, as long as she is the one in charge, we have no space available for her, and we will be continuing with turning the space over to a real estate agent to find tenants.

B. Vitale then explained to the Board of Directors that he spoke with Jeff Kelsen about helping us find tenants for the space. J. Kelsen explained to B. Vitale, that with the market right now for retail space, it will cost him more money than he will make. J. Kelsen did agree, however, that he would help the Authority out and take the job if that is what we wanted. B. Vitale explained that he is willing to talk to a couple other agents and see what they think, but that the feeling is that other agents will say the same thing about the current market. B. Vitale informed the Board that if he does not get positive feedback from other agents, he will proceed with working with J. Kelsen.

e. Lanco & Lupini Updates

B. Vitale updated the Board of Directors on some small projects that have been taking place around the Market. He informed the Board that Lupini Construction has been doing some work to the docks on the Commission Houses and they are currently working to repair some masonry on the A-Shed. They have been doing great work.

B. Vitale updated the Board of Directors on some work that has been done recently by Lanco. They have done work to repairs some drains and sections of pavement around that Market, again doing exceptional work. Additionally, the Authority has spent a lot of time and money in the past year looking for a leak that we have become aware of. However, we had been unsuccessful in finding the leak. B. Vitale informed the Board that the leak finally surfaced, and that Lanco came in and was able to successfully repair the leak.

f. Emmi/ Mangano Property

J.A. Delaney asked for an update as to what was going on with the piece of property on Park Street that used to be the Syracuse Farm Supply. B. Vitale explained to the Board that they have been bringing in fill from another project and dumping it on their property there. B. Vitale mentioned that he spoke to Anthony Emmi concerning the property, and the fact that they are building it up higher than both our property and the road, and that they are knocking over our fence in the process. A. Emmi said that he was going to speak with his brother about the situation, and also assured B. Vitale that the soil that they are dumping there has come back negative for any contamination. Another concern that was brought forward about the building up of

the property was potential drainage problems. B. Vitale assured the Board that it should not create any drainage issues, and since it is now higher than the road, any drainage would potentially run into the road.

g. Other

J. Musumeci recommended that the Authority send letters to both T. Allen and R. Musumeci, informing them that the Board decided to take no action in either matter.

NEXT MEETING

The next meeting of the Board of Directors will be on August 14th, 2018 at 6:00 p.m.

ADJOURNMENT

Resolved; a motion was made by J.A. Delaney and seconded by D. Ross, to adjourn at 7:05 p.m. All in favor; no one opposed; no abstentions.

Maria Mahar, Secretary

Exhibit A:

Date: Monday, June 18, 2018 3:28 PM
From: Rose Musumeci <gypsyrose2111960@aol.com>
To: staff@cnyrma.com
Subject: Thursday Rental

Dear Regional Market Directors,

This is Rose Musumeci. I am currently leasing two stalls for Thursday market as a dealer. Due to unexpected circumstances, I am predicting that I will be unable to attend a number of Thursday markets during the month of July and am uncertain about the rest of the season. Understanding that I have a commitment to my lease this summer, I am hopeful we can work to accommodate for all parties. If possible, I am requesting to downsize and change my lease from two stalls to one. I have paid one third of my lease thus far. I would greatly appreciate the board taking this into consideration; I have been working on the market for many years and respect the rules in place, but circumstances do change and I hope you can work with me. I look forward to hearing from you.

Thank you and best regards,
Rose

Exhibit B:

Date: Thursday, June 14, 2018 1:20 PM
From: Tracy Allen <chrischasetray1@gmail.com>
To: staff@cnyrma.com
Subject: Attn: Board Members

Hello, My name is Tracy Allen. I was a craft vendor during the holiday market last year. I made it to only a couple of the Saturdays during that season due to illness. On Thanksgiving weekend I ended up being admitted in a hospital. Since then, I was in and out of the hospital several times over the winter and my health was horrible which made it so I was unable to attend the market. In March I required a major surgery to correct my health issues and I am now finally back to myself. If you needed proof of this I could supply that to you with no problem. I'm asking that if possible, you may forgive my balance and allow me to come back to the market. I would not ask this of you again, as I hope to never have to go through another winter like that again. If you can not, I completely understand. I thank you for your time and hearing me out.
