

PORT OF OSWEGO AUTHORITY
Regular Meeting, November 21, 2022

CALL TO ORDER: Francis Enwright called the meeting to order at 4:32pm.

PRESENT: Francis Enwright-Chairperson; Constance Cosemento-Vice Chairperson; Stanley Delia, Kathleen Macey, John Kares Smith, Diane Zeller and William Scriber-Executive Director.

ABSENT: Ranjit Dighe-Secretary/Treasurer and Tom Schneider

ALSO PRESENT: Pat McMahan, Supervisor of Development & Maintenance; Debbie Godden, Accounting Manager

APPROVAL OF MINUTES

Motion 11-21-2201: A motion was made by Mrs. Macey to approve the minutes of the October 17, 2022, meeting as received. Seconded by Mr. Delia.

Motion passed. 6-Aye Nay-0.

ADMINISTRATIVE OPERATIONAL REPORT

William Scriber, Executive Director presented the Administrative Operational Report to the Board and addressed any questions or comments.

Report Topics:

- Monthly operations update – October 2022
- Update on projects
- Hwy H2O Conference
- Discussions on a tug company locating in Oswego Harbor
- Comprehensive Ethics Training Course
- DME Contract for break wall

ADMINISTRATIVE FINANCIAL REPORTS

Motion 11-21-2202: A motion was made by Ms. Zeller to accept the October Primary Financial Reports, as presented. Seconded by Mr. Kares Smith. Motion passed. 6-Aye Nay-0.

- Cash Position
- Balance Sheet
- Profit & Loss Statement
- Marina Profit & Loss Statement

Motion 11-21-2203: A motion was made by Ms. Zeller to accept the October Subsidiary Financial Reports, as presented. Seconded by Mr. Kares Smith. Motion passed. 6-Aye 0-Nay.

- Monthly Bills
- Accounts payable
- Accounts Receivable
- Loan Summary

Schedule of Assets
Sales Report

Chairman's Report: Fran Enwright, Chairperson, Museum has extended invites to 12/4/22 gathering honoring lighthouse's 40 yrs. and the Coast Guardmen that lost their lives 80 yrs ago. Reached out to city regarding easement on Mitchell St / Rt.1, and waterline: no results. A discussion was had on the city's waterfront development plan.

Committee Reports:

Executive Committee: Acadia Solar Project – legal review – not proceeding

Audit and Finance: Committee: Tom Schneider not in attendance

Governance Committee: John Kares Smith – Comp time policy & Spouse Health Policy to attorney

Planning and Development Committee: Ranjit Dighe not in attendance. Fran Enwright discussed looking into study of marina for the best usage and layout to increase the marina revenue.

OLD BUSINESS:

None

NEW BUSINESS:

Motion 11-21-2204: A motion was made by Mrs. Cosemento to approve the Video Conferencing Policy. Seconded by Ms. Zeller passed 6-Aye 0-Nay.

Motion 11-21-2205: A motion was made by Mr. Delia to approve the Lobbying Policy Seconded by Ms. Zeller. Motion passed. 6-Aye 0-Nay.

Motion 11-21-2206: A motion was made by Ms. Zeller to authorize the Executive Director to sign the lease agreement with Crowd Lending Fund One, LLC for the specified property on 91 Mitchell Street, Oswego, NY. Seconded by Mrs. Macey. Motion passed. 6-Aye 0-Nay.

Motion 11-21-2207: A motion was made by Ms. Zeller to appoint Constance Cosemento as the Employer Plan Administrator for the Administrative Committee of the ILA fund. Seconded by Mrs. Macey. Motion passed. 6-Aye 0-Nay.

Discussion of proposal from Metropolitan Signs, Inc. for creation of new LED sign, for face of the Administration/Warehouse building. Bill and Pat shared information, followed with answering questions.

Motion 11-21-2208: A motion was made by Mrs. Cosemento to approve NYS DEC's use of Port properties located at 1 West 1st St., 11 Rear Lake St., and 17 Lake St. Oswego, NY, for the purpose of monitoring, by use of a well, the brownfield runoff from Harbor View Square. Seconded by Ms. Zeller. Motion passed. 6-Aye 0-Nay.

Motion 11-21-2209: A motion was made by Mrs. Macey to authorize the Executive Director to execute the lease agreement with Dean Marine & Excavating, Inc. for the break wall project. Seconded by Mr. Kares Smith. Motion passed 6-Aye 0-Nay.

Motion 11-21-2210: A motion was made by Mrs. Macey to authorize the Executive Director to purchase LED sign, for face of the Administration/Warehouse building for \$28,600. Seconded by Mr. Kares Smith. Motion passed. 6-Aye 0-Nay.

Motion 11-21-2211: A motion was made by Mr. Kares Smith to adjourn the regular monthly meeting. Seconded by Ms. Zeller. 6-Aye 0-Nay.

A handwritten signature in black ink, appearing to read "Ranjit Dighe". The signature is fluid and cursive, with a large initial "R" and "D".

Ranjit Dighe, Secretary/Treasurer