

**ERIENET LOCAL DEVELOPMENT CORPORATION**

**MEMORANDUM**

**March Board Meeting Information**

**March 21, 2023**

**To: The Members of the Board of Directors**

**From: Thomas E. Baines, Esq., Chair** 

Attached is the agenda and accompanying materials that will be discussed during the March meeting of the Board of Directors, which will take place at the Offices of the ECIDA, 95 Perry Street, 4<sup>th</sup> floor Conference Room, Buffalo, New York 14203, Tuesday, March 21, 2023 at 1:00 p.m.

Should you have any questions regarding the attached information, please contact me at (716) 858- 8390.

Thank you,

TEB/ci

Cc: Benjamin Swanekamp

Attachments

**Meeting of the Board of Directors**  
ECIDA, 4<sup>th</sup> Floor Conference Room  
95 Perry Street  
Buffalo, New York 14203  
**Tuesday, March 21, 2023, 1:00 p.m.**

**Agenda**

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1. Roll call and declaration of quorum
2. Approval of the Draft Minutes from the Monday, February 21, 2023 Board Meeting
3. Report of the Chair
  - i. ECC Technologies Update – Matt Crider
  - ii. Pending RFPs:
    - a. Fiber Optic Cable – Due: 3/17/23 (selection cmte. – TB, JT, MB)
    - b. Pole Mounted Cabinets – Due: 3/17/23 (selection cmte. – TB, JT, MB)
    - c. Engineering Services – Due: 3/24/23 (selection cmte. – TB, DC, MB)
    - d. Construction Services – Due: 4/9/23 (selection cmte – TB, JK, DC)
  - iii. Welcome New Board Member: Jason Keding, Supervisor of Boston, NY
4. Committee Reports- No Committees met
5. Unfinished Business - No unfinished business
6. Proposed Executive Session: subject to Board approval (*Pursuant to Public Officers Law 105 (1)(f)*)
7. Adjournment – (Next board meeting: April 18, 2023)

# ErieNet Local Development Corporation

## Board Meeting

Tuesday, February 21, 2023

### DRAFT Meeting Minutes

The Board of Directors meeting was held on February 21, 2023, in the Board Room on the fourth floor of the ECIDA office located at 95 Perry Street, Buffalo, New York and by videoconference, in accordance with the Corporation's Bylaws and Chapter 1 of the Laws of 2022. A quorum was present as indicated:

#### Members:

Thomas E. Baines, Erie County Deputy Commissioner of Planning & Economic Development  
Michael Breeden, Erie County Chief Information Officer  
Daniel Castle, Erie County Commissioner of Environment and Planning  
Mark Cornell, Erie County Deputy Budget Director  
John Mills, Erie County Legislature Minority Leader  
John Spears, Director of the Buffalo and Erie County Public Library  
Jeremy Toth, Erie County Attorney

#### Absent:

Timothy Meyers, Erie County Legislature Majority Leader

#### Other Attendees:

Benjamin Swanekamp, Erie County Chief of Staff  
Courtney Italia, Erie County Environment & Planning  
Bert Feasley, ECC Technologies  
Jason Keding, Town of Boston  
Josh Heim, M&T Bank  
John Zuchlewski, M&T Bank

1. Open Board Meeting, Roll Call, and declaration of Quorum – The meeting was called to order by the Chair of the Board at 1:00 p.m., roll call was taken by Mr. Baines and a quorum was declared present.

2. Approval of the Draft Minutes from January 23, 2023 Board Meeting – Upon motion by Mr. Cornell and seconded by Mr. Breeden, the Draft Board Minutes were unanimously approved.

3. Report of the Chair

- i. Investments – M&T Bank – Mr. Heim & Mr. John Zuchlewski presented information regarding investment opportunities for ErieNET.
- ii. Executive Director Search– Mr. Baines gave an overview of the ongoing process for hiring of the Executive Director for ErieNET. Mr. Baines stated we received 24 resumes and selected 4 candidates to be interviewed in the first round of interviews which were held via WebEx. Following the first round of interviews the Selection Committee including, Mr. Baines, Mr. Castle, Mr. Spears & Mr. Cornell, narrowed down the candidate selection to two finalists. The second round of interviews took place on February 17, 2023, in person, at the Buffalo & Erie County Library. Mr. Baines stated we will have a special meeting to handle the final process of the hiring process for the Executive Director.
- iii. Hiring / Benefits package – ErieNET will be using ECIDA for hiring and administration responsibilities until ErieNET is up to speed and able to handle HR for the organization. (Benefits package attached)
- iv. Insurance Update – Mr. Baines states that Lawley Insurance was assumed to be ErieNET’s insurance provider given the relationship already established with Erie County and having the ability to latch on to procurement already undergone by the County. The quote from Lawley was received and what seemed to be very costly. Mr. Baines stated he had a conversation with STN (Southern Tier Network, Inc.) which is a similar organization to ErieNET, and they provided him with different insurance providers that can get the quotes down 1/3<sup>rd</sup> or less. Mr. Baines will give an update at the next board meeting.
- v. RFPs – Fiber Optic, Pole Mounted Cabinet – Mr. Baines gave an update on both RFP’s that will be posted to the County website, Buffalo News paper, & minority local papers on March 2, 2023. Discussion ensued.

4. Committee Reports – No committees met

5. Unfinished Business – No unfinished business

6. Resolutions

**23-02** RESOLUTION OF THE ERIENET LOCAL DEVELOPMENT CORPORATION (“ENLDC”) AUTHORIZING (i) THE NEGOTIATION AND EXECUTION OF AN AGREEMENT TO ENGAGE BRISBANE CONSULTING GROUP, LLC TO PROVIDE FUND ACCOUNTING SOFTWARE SERVICES

Discussion ensued, and upon motion by Mr. Breeden and seconded by Mr. Mills Resolution 23-02 was unanimously approved.

**23-03** RESOLUTION OF THE ERIENET LOCAL DEVELOPMENT CORPORATION (“ENLDC”) AUTHORIZING THE NEGOTIATION AND EXECUTION OF AN AGREEMENT TO ENGAGE LABELLA ASSOCIATES TO PROVIDE ENGINEERING AND DESIGN SERVICES FOR ATTACHMENT OF BROADBAND ASSETS UPON AND WITHIN NEW YORK STATE ELECTRIC & GAS CORP INFRASTRUCTURE

Discussion ensued, and upon motion by Mr. Breeden and seconded by Mr. Castle Resolution 23-03 was unanimously approved.

7. Executive Session: Upon motion made by Mr. Toth and seconded by Mr. Castle the Board went into Executive Session (*Pursuant to Public Officers Law 105 (1)(f)*)
8. Adjournment - Upon motion made by Mr. Toth and seconded by Mr. Castle the meeting adjourned at 2:05 p.m.

BY: \_\_\_\_\_  
Thomas E. Baines, Esq.  
CHAIR