



Auburn Industrial  
Development Authority

**GOVERNANCE COMMITTEE MEETING MINUTES  
AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY  
Wednesday, January 20<sup>th</sup>, 2021 @ 4:30  
Remote Due to COVID**

**Board Present:** James Dacey (Chair & Member of Business)  
Jimmy Giannettino (Council Member)  
Jeff Gasper (School Board Member)

**Staff & Guests:** Tracy Verrier, Executive Director  
Taylor Symes, Assistant Treasurer

The meeting was called to order at 4:36 pm, noting that a quorum was present.

**New Business:**

**Policy Review:**

Ms. Verrier stated that this is the Annual Policy Review. There were three policies, plus the committee charter. These include Property Disposition, Procurement, and Investment policies. Mr. Gasper recommended that the procurement policy be reviewed with the full board to ensure that everyone understands it. Ms. Verrier stated that the committee could go over this during the Review of the Finance Committee portion of the regular meeting agenda. Mr. Giannettino asked if the Procurement Policy is governed by NYS law. Ms. Verrier stated that most of the policies are based on a template that NYS provides. The templates are based on legislation. Ms. Verrier stated that there isn't a ton of room for change in the policies. When it comes to the Procurement Policy, one example of a change AIDA made is under section 7, circumstances justifying an award to other than the lowest cost quoted. A few years ago the committee added local procurement as an option. Mr. Giannettino asked if there is a set threshold for the difference in bids or if it's up to the board? Ms. Verrier noted that there is not a set threshold, but the board would want to consider what is fiscally responsible. Ms. Verrier stated that procurement of services is different than procurement of physical goods. There is more flexibility in selecting services. When it comes to goods, you generally end up going with the lowest cost. Mr. Giannettino stated that being on the City Council, it is always difficult to select the lowest responsible bidder and there can be pushback on whether the right decision was made. Mr. Dacey noted that in AIDA's history, there haven't been such large disparities that there have been really hard decisions to make.

Mr. Giannettino motioned to adjourn 4:53pm, seconded by Mr. Gasper. All members voted in favor; motioned carried.

Respectfully Submitted,

Taylor Symes

James A. Dacey  
Chairman

2 State Street  
Auburn, NY 13021

PHONE  
(315) 252-3500

FAX  
(315) 255-3077