

**Jefferson County Local Development Corporation**  
800 Starbuck Avenue, Suite 800, Watertown, New York 13601  
Telephone: (315) 782-5865 or (800) 553-4111 Facsimile (315) 782-7915

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## **Notice of Board Meeting**

**Date:** April 18, 2019

**To:** Chairman David Converse  
W. Edward Walldroff  
Robert Aliasso  
Kent Burto  
John Jennings  
Richard Duvall  
Gregory Gardner  
Paul Warneck  
William Johnson  
Lisa L'Huillier  
Christine Powers

**From:** Donald C. Alexander, CEO

**Re:** Notice of Board of Directors' Meeting

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The Jefferson County Local Development Corporation will hold their Board Meeting on **Thursday, May 2, 2019 at 8:00 a.m.** in the board room at 800 Starbuck Avenue, Watertown, NY.

Please confirm your attendance with Peggy Sampson [pssampson@jcida.com](mailto:pssampson@jcida.com) at your earliest convenience.

pss

c: David Zembiec  
Lyle Eaton  
Joseph Russell, Esq.  
Media

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**BOARD MEETING AGENDA**  
**Thursday, May 2, 2019 – 8:00 a.m.**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes of the Meeting of April 4, 2019**
- V. Treasurer's Report for April 30, 2019**
- VI. Committee Reports**
- VII. Council Reports**
  - a. Manufacturing**
  - b. Marketing**
  - c. Jefferson County Agricultural Development**
- VIII. Unfinished Business**
- IX. Counsel**
- X. New Business**
- XI. Adjournment**

**Jefferson County Local Development Corporation  
Board Meeting Minutes  
April 4, 2019**

**DRAFT**

The Jefferson County Local Development Corporation held their board meeting on Thursday, April 4, 2019 in the board room at 800 Starbuck Avenue, Watertown, NY.

**Present:** John Jennings, W. Edward Walldroff, Paul Warneck, Robert E. Aliasso, Jr., William Johnson, Christine Powers, Richard Duvall, Kent Burto, Lisa L’Huillier

**Also Present:** Joseph Russell, Esq., Marcus Wolf of the Watertown Daily Times

**Staff Present:** Donald Alexander, David Zembiec, Lyle Eaton, Peggy Sampson, Jay Matteson, Marshall Weir

**Excused:** David Converse, Chair

**Absent:** Gregory Gardner

- I. Call to Order:** Mr. Jennings called the meeting to order at 8:00 a.m.
- II. Pledge of Allegiance:** Mr. Jennings asked all to stand for the Pledge of Allegiance.
- III. Privilege of the Floor:** Mr. Jennings invited guests to speak. No one spoke.
- IV. Minutes:** Minutes of the regular meeting held March 7, 2019 were presented. A motion to approve the minutes as presented was made by Mr. Warneck, seconded by Ms. Powers. All in favor. Carried.
- V. Treasurer’s Report:** Mr. Aliasso reviewed the financials for the period ending March 31, 2019.

Mr. Wolf entered the meeting at 8:03 a.m.

A motion was made by Mr. Aliasso to accept the financial report as presented, seconded by Mr. Walldroff. All in favor. Carried.

**VI. Committee Reports:** None.

**VII. Council Reports:**

- a. Manufacturing** – Mr. Zembiec said that he continues to work with Lewis County, JCC and BOCES to promote the availability of funding and tax credits to support apprenticeship programs.

Mr. Zembiec said that planning has begun for setting up tours for Manufacturing Day. He indicated that they will also plan separate tours for guidance counselors but noted that it may take place this fall since this school year is almost over.

Ms. L’Huillier entered the meeting at 8:06 a.m.

**DRAFT**

- b. **Marketing** – Mr. Weir handed out the 2017-2018 annual report. He said that the marketing council met yesterday and discussed the video, Euromarket, and banner ads for digital advertising.

Mr. Alexander said that Marshall, Dave, and Jay helped prepare a presentation that was presented to the Jefferson County Board of Legislators last week. He said that video was included and was well received. Mr. Walldroff asked if the videos are on the website. Mr. Weir said yes but indicated that they are not on the front page, but rather under the board meeting video link until he is ready to officially release both videos.

- c. **Ag** – Mr. Matteson handed out his activity report. He said that he continues to work with wineries, distilleries, and craft breweries to abate the Canadian tax on U.S. products. Ms. Powers asked if there is a timeframe on the wine tariffs. Mr. Matteson said it may happen within the next year.

Ag Conference – Mr. Matteson said that the Ag Conference went very well. He said that he received good feedback and may consider minor changes next year.

Brochure – Mr. Matteson handed out a brochure for Agricultural Resources and said that they will be available for distribution by the organizations listed in the brochure.

**VIII. Unfinished Business:**

Mr. Burto thanked the organization for the donation to Hospice on behalf of his mother.

**IX. Counsel:** None.

**X. New Business:** None.

**XI. Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Burto, seconded by Mr. Aliasso. All in favor. The meeting adjourned at 8:39 a.m.