

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

Notice of Board Meeting

Date: May 23, 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

The Jefferson County Local Development Corporation will hold their Board Meeting on **Thursday, June 6, 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 at your earliest convenience.

pss

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

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BOARD MEETING AGENDA
Thursday, June 6, 2019 – 8:00 a.m.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes of the Meeting of May 2, 2019**
- V. Treasurer's Report for May 31, 2019**
- VI. Committee Reports**
 - a. Finance Committee**
 - i. Consider 2019-2020 Proposed Budget**
- 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
May 2, 2019**

DRAFT

The Jefferson County Local Development Corporation held their board meeting on Thursday, May 2, 2019 in the board room at 800 Starbuck Avenue, Watertown, NY.

Present: David Converse, Chair, W. Edward Walldroff, Paul Warneck, Robert E. Aliasso, Jr., William Johnson, Christine Powers, Kent Burto, Lisa L’Huillier, Gregory Gardner

Also Present: Joseph Russell, Esq., Erin Bischoff from 7 News, Marcus Wolf of the Watertown Daily Times, Ed Valentine, John Bay

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

Excused: John Jennings

Absent: Richard Duvall

- I. **Call to Order:** Mr. Converse called the meeting to order at 8:00 a.m.
- II. **Pledge of Allegiance:** Mr. Converse asked all to stand for the Pledge of Allegiance.
- III. **Privilege of the Floor:** Mr. Converse invited guests to speak. No one spoke.
- IV. **Minutes:** Minutes of the regular meeting held April 4, 2019 were presented. A motion to approve the minutes as presented was made by Mr. Aliasso, seconded by Mr. Burto. All in favor. Carried.
- V. **Treasurer’s Report:** Mr. Aliasso reviewed the financials for the period ending April 30, 2019. Mr. Eaton indicated that he is watching AYDM Associates closely since they are 60 days behind on their interest only payments. Mr. Aliasso said that Mr. Eaton will continue to track it and advise at the next meeting as to the status. A motion was made by Mr. Warneck to accept the financial report as presented, seconded by Mr. Gardner. All in favor. Carried.
- VI. **Committee Reports:** None.
- VII. **Council Reports:**
 - a. **Manufacturing** – Mr. Zembiec said that we are organizing a tour on May 15th for transitioning soldiers to meet with local manufacturers to expose them to opportunities and hopefully meet the workforce needs of employers.
 - b. **Marketing** – Mr. Weir said that he has drafted an internal ‘one sheet’ document that has the major details of the 146 Arsenal Street building that currently houses Concentrix. He said that he is working out details for our upcoming Economic Development Conference which will focus on cross border trade and will have breakout sessions.

Mr. Weir said that we are having computer issues relating to the DNS that needs to point to a new cloud-based server for our web developers. He said that he recently added separate tabs along the top title bar for JCLDC, JCIDA and JCCFDC.

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Ms. L'Huillier entered the meeting at 8:05 a.m.

Mr. Weir said that he will have the latest newsletter out by next Tuesday. He said that he will be attending a site selection convention in Charlotte in June and the NYS EDC Conference later this month in Cooperstown. Lastly, he said that he continues to track leads.

Marcus Wolf entered the meeting at 8:08 a.m.

- c. **Ag** – Mr. Matteson said that he continues to work on the wine tariff policy update. He is following the Farm Labor Omnibus Bill closely because it will have an extreme significant negative impact on the industry if it is approved. He said that he also continues to work on career jam and assisting farmers with utility line issues.

Ed Valentine and John Bay entered the meeting at 8:16 a.m.

VIII. Unfinished Business: None.

IX. Counsel: None.

X. New Business: None.

Mr. Warneck asked what the charge is for the Alternative Energy ad hoc committee that was created last summer. Mr. Alexander said that he will refine what each ad hoc committee's charge is at the next meeting.

XI. Adjournment: With no further business before the board, a motion to adjourn was made by Mr. Aliasso, seconded by Mr. Gardner. All in favor. The meeting adjourned at 8:23 a.m.