

**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:** June 20, 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, July 11, 2019 at 8:00 a.m.** in the board room at 800 Starbuck Avenue, Watertown, NY.

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

pss

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

**BOARD MEETING AGENDA**  
**Thursday, July 11, 2019 – 8:00 a.m.**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes of the Meeting of June 6, 2019**
- V. Treasurer's Report for June 30, 2019**
- VI. Committee Reports**
  - a. Alternative Energy Committee (6/26/19)**
- 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  
June 6, 2019**

**DRAFT**

The Jefferson County Local Development Corporation held their board meeting on Thursday, June 6, 2019 in the board room at 800 Starbuck Avenue, Watertown, NY.

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

**Also Present:** Joseph Russell, Esq.

**Staff Present:** Donald Alexander, David Zembiec, Lyle Eaton, Joy Nuffer, Jay Matteson, Marshall Weir

**Excused:** None

**Absent:** None

- I. **Call to Order:** Mr. Converse called the meeting to order at 8:05 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 May 2, 2019 were presented. A motion to approve the minutes as presented was made by Mr. Aliasso, seconded by Ms. Powers. All in favor. Carried.
- V. **Treasurer’s Report:** Mr. Aliasso reviewed the financials for the period ending May 31, 2019. A question was raised about the outstanding Acadia invoice, Mr. Eaton stated it was for a sponsorship at the Ag Annual Meeting, they were listed as sponsors and had agreed to pay the money, however they had not paid it. Lyle also answered a question about AYDM, who he states he is in contact with and will continue to pursue. 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:**
  - a. **Finance Committee**
    - i. **2019-2020 Budget** – Mr. Jennings reported the Finance Committee had reviewed the 2019-2020 budget for the JCIDA. There was discussion about the Distillery depreciation and the CEDS update. The committee recommended moving the budget to the full Board for approval. A motion was made by Mr. Warneck to approve the 2019-2020 Budget as presented, seconded by Mr. Jennings. All in favor. Carried.
- VII. **Council Reports:**
  - a. **Manufacturing** – Mr. Zembiec stated that a Safety Training grant of \$14,102 has been approved for the upcoming year. He also reported there was a tour of local employers by 30 soldiers from Fort Drum. Mr. Zembiec has sent out information to employers of available funding for capital projects through the annual CFA process. The annual manufacturing day is set for October 17<sup>th</sup> of this year.

**Jefferson County Local Development Corporation  
Board Meeting Minutes  
June 6, 2019**

**DRAFT**

- XI. Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Warneck, seconded by Mr. Walldroff. All in favor. The meeting adjourned at 9:19 a.m.

**DRAFT**

- b. **Marketing** – Mr. Weir updated the Board on his recent trip to a site selector’s conference in Charlotte, North Carolina. He stated that he had made some good contacts and that food processing is a good fit for our area, National Grid had been very helpful in connecting him with potential site selectors. Mr. Weir reminded everyone of the upcoming Economic Development Conference that is scheduled for June 14<sup>th</sup> from 9 to 2 at the Hilton Garden Inn. He said the conference will be focused on cross border issues.
- c. **Ag** – Mr. Matteson spoke about ongoing projects. He said a Montreal business is interested in locating a fish processing facility in Jefferson County.

He reported that the weather is negatively impacting farmers. He said corn planting is behind, there is a delay cutting hay, and it is impacting dairy prices. Mr. Walldroff said the government programs and insurance may provide some protection. However, it was noted that farmers are becoming anti-Trump and there may be more pressure on the White House.

Mr. Matteson mentioned the column in the NY Business Magazine regarding the climate protection act. There was a brief discussion on fossil fuels.

Mr. Matteson reminded everyone about the Dairy Parade being held tomorrow night at 7 p.m. starting at the Watertown High School.

**VIII. Unfinished Business:**

- 1. **Concentrix (146 Arsenal Street, Watertown, NY)** – Mr. Converse asked for this item to be discussed at this board meeting, rather than the JCIDA meeting. To date, there have been three organizations that have participated in a walk-thru and are interested in renting space. Mr. Alexander said that he has been working with a company outside the area to help identify call centers that could utilize the space. Mr. Alexander said another possibility is to set up a Tech Center/incubator. He said that Concentrix has agreed to leave everything when they vacate.

We are negotiating for the maintenance fund to remain with the JCIDA, so it can be applied to the cost of the damaged walkway. Mr. Alexander said bid specs are to be released soon.

Mr. Alexander has suggested setting up a separate LDC to manage the facility with the JCIDA as the sole member. Attorney Russell said there is no reason not to.

Mr. Jennings asked about the pros and cons of keeping or selling it. He said that he would not want to keep a liability.

- 2. **Energy Committee** – An energy committee meeting has been scheduled for next Thursday, June 13<sup>th</sup> at 8 a.m.

**IX. Counsel:** None.

**X. New Business:** None.