

**Jefferson County Local Development Corporation
Zoom Video Call – Board Meeting Minutes
July 9, 2020**

Due to the COVID-19 pandemic, the Jefferson County Local Development Corporation held their board meeting via zoom video call. The meeting was recorded for posting to the website.

I. Call to Order: Chairman Converse called the meeting to order at 8:33 a.m.

II. Roll call for attendance

Board Members – Chairman David Converse, Paul Warneck, Robert E. Aliasso, Jr., W. Edward Walldroff, Lisa LøHuillier, Christine Powers, Gregory Gardner, William Johnson (joined at 8:52 a.m.)

Excused – John Jennings, Kent Burto

Counsel – Joseph Russell, Esq.

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

Others – Ed Valentine, Kevin McAuliffe (joined at 9:04 a.m.)

Media ó Katie Benoit from 7News and Craig Fox from Watertown Daily Times

III. Public Comment: None.

IV. Minutes: Minutes of the zoom video call on June 4, 2020 were presented. A motion to approve the minutes as presented was made by Ms. Powers, seconded by Mr. Aliasso. All in favor. Carried.

V. Treasurer’s Reports: Mr. Aliasso reviewed the financials for the period ending June 30, 2020. A motion was made by Mr. Aliasso to accept the financial report as presented, seconded by Mr. Warneck. All in favor. Carried.

VI. Committee Reports:

a. Finance Committee

i. 2020-2021 Budget – Mr. Aliasso said the committee met via zoom to review the preliminary budget. He said the committee discussed challenges that we might face and said the numbers make sense for what we know today. He said the committee recommended the budget to the full board for consideration. A motion was made by Mr. Aliasso to adopt the budget as presented, seconded by Ms. LøHuillier. Roll call vote was taken. Mr. Converse ó Yea, Mr. Walldroff ó Yea, Mr. Aliasso ó Yea, Mr. Burto ó Absent, Mr. Jennings ó Absent, Mr. Gardner ó Yea, Mr. Warneck ó Yea, Mr. Johnson ó Yea, Ms. LøHuillier ó Yea, and Ms. Powers ó Yea. Carried.

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Mr. Converse said that the committee could look to amend the budget if things change during these trying times.

- b. Alternative Energy Committee** – Mr. Warneck said the committee hasn't met recently but had a question about an email Mr. Alexander sent about the Sugar Maple solar project that crosses into Jefferson County from Lewis County. He asked Attorney Russell what happens if the application is filed with Lewis County. Attorney Russell said Lewis County can take the lead but is required to get consent from the Jefferson County taxing jurisdictions.

Building and Grounds Committee – Mr. Alexander reported that the B&G Committee approved the RFP for 146 Arsenal Street and staff sent it out to real estate companies. He said one tour occurred yesterday for the Pyramid Brokerage Company.

Mr. Warneck asked if we will be able to split out the utilities and infrastructure before the YMCA does theirs. Mr. Alexander said yes.

VII. Council Reports:

- a. Jefferson County Agricultural Development** – Mr. Matteson said that the Ag Council will meet next Tuesday and indicated that they have a full agenda. He said that NBC Watertown is asking for assistance to increase their agricultural programming. He said that his June 25th webinar on the Road to Recovery ó the Path to 2025 was attended by over 50 people and that he received good feedback. He said the next webinar in the luncheon series will be July 23 at noon.

Mr. Matteson said we have been assisting the Northeast Dairy Association in food distribution at four events helping with logistics and securing a volunteer workforce.

Mr. Johnson joined the meeting at 8:52 a.m.

Mr. Matteson said he continues to work on the flagging side of the support locally program. Mr. Warneck asked about a drought. Mr. Matteson said Jefferson County is currently classified as moderate drought.

Kevin McAuliffe joined the meeting at 9:04 a.m.

- b. Manufacturing** – Mr. Zembiec said we helped Jefferson County and the Chamber during two distribution days giving hand sanitizer and face masks to businesses. He said that the safety training program resumed during June with four online and one onsite program. He said he will let manufacturers know of an upcoming webinar on exports. He also said that the CEDS planning is moving forward and that an RFP for a consultant should be released in the near future.

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- c. **Marketing** – Mr. Weir said that he has personally delivered the support locally poster to several chambers and businesses who were excited to receive them. He shared the new Jefferson County video. He said that he has held two hospitality and tourism webinars that were well attended and provided good feedback.

VIII. Unfinished Business: None.

IX. Counsel: None.

X. New Business: None.

XI. Adjournment: With no further business before the board, a motion was made by Mr. Gardner to adjourn the video call, seconded by Mr. Aliasso. All in favor. The video call adjourned at 9:16 a.m.