

**Jefferson County Local Development Corporation
Board Meeting Minutes
September 6, 2018**

The Jefferson County Local Development Corporation held a board meeting on Thursday, September 6, 2018 in the board room at 800 Starbuck Avenue, Watertown, NY.

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

Also Present: Donald Alexander, David Zembiec, Lyle Eaton, Peggy Sampson, Marshall Weir, Joseph Russell, Esq., Gaetano Javarone, David Geurtsen, Esq., Donald Rutherford, Jim Mason, and Marcus Wolf of the Watertown Daily Times

Excused: John Jennings

Absent: None

- 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 August 2, 2018 were presented. A motion to approve the minutes as presented was made by Mr. Aliasso, seconded by Mr. Gardner. All in favor. Carried.
- V. **Treasurer’s Report:** Mr. Aliasso reviewed the financials for the period ending August 31, 2018. A motion was made by Mr. Aliasso to accept the financial report as presented, seconded by Mr. Warneck. All in favor. Carried.

Mr. Duvall entered the meeting at 8:06 a.m.

VI. Committee Reports:

a. Loan Review Committee

- i. **Resolution Number 09.06.2018.01 for AYDM Associates LLC** – Mr. Javarone joined the meeting at 8:07 a.m. Mr. Alexander provided a brief background. He said the community launched the effort to build housing for Fort Drum to stimulate development, which included Mr. Javarone’s project.

Ms. L’Huillier entered the meeting.

At 8:10 a.m. a motion was made by Mr. Warneck to enter into executive session to discuss the personal financials of a particular company, seconded by Mr. Duvall. Staff, Board Members, Counsel and Mr. Javarone remained.

At 8:20 a.m. a motion was made by Mr. Warneck to leave executive session and resume the regular meeting, seconded by Mr. Aliasso. All in favor. Carried.

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Marcus Wolf and Attorney David Geurtsen entered the meeting.

Mr. Eaton pointed out that the August payment was already made; therefore, the resolution should be amended to be effective September 1, 2018. A motion was made by Mr. Walldroff to approve the amended resolution (attached), seconded by Mr. Johnson. All in favor. Carried.

VII. Council Reports:

Manufacturing

Mr. Zembiec mentioned the annual manufacturing day which will be held October 12. He said they continue to work with the three counties and local schools and are busy lining up manufacturing tours.

Marketing

Mr. Weir recognized Great Lakes Cheese for winning the champion award at the New York State Fair. Mr. Zembiec said that HP Hood also won an award. Mr. Weir said that he recently completed a grant for StateBook and mentioned that National Grid will pay for half of it. Mr. Weir said that he is currently planning a breakfast meeting for mid-October and indicated that Watertown Savings Bank will sponsor it. Lastly, he read aloud the proposed script for the video commercial and asked board members for feedback.

Mr. Rutherford entered meeting at 8:30 a.m.

Ag – No Report.

VIII. Unfinished Business:

- 1. Summary of Strategy Session** – Mr. Gardner said that he did not get a lot of feedback from board members, but did from Jay Matteson. He recommended putting together some ad hoc committees consisting of board members and staff. He suggested starting with three which would include Communications, Alternative Energy, and Ag. Mr. Converse asked board members for volunteers. Mr. Gardner indicated that he will coordinate this effort. Mr. Zembiec asked if workforce should be included given its importance and attention from staff. Mr. Gardner replied that the intent was to provide a focus for board attention and trust staff to direct their own efforts as needed. Mr. Alexander said that it will be a benefit to staff to have a strategic structure.

Jim Mason entered the meeting at 8:41 a.m.

Mr. Converse reminded board members of the upcoming committee meetings to be held on Thursday, September 13, 2018.

IX. Counsel: None.

X. New Business: None.

XI. Adjournment: With no further business before the board, a motion to adjourn was made by Mr. Warneck, seconded by Mr. Aliasso. All in favor. The meeting adjourned at 8:47 a.m.

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Resolution Number 09.06.2018.01

**RESOLUTION FOR AUTHORIZING A MODIFICATION TO THE LOAN TO
AYDM ASSOCIATES, LLC**

WHEREAS, a request to modify the loan for interest only for six months effective September 1, 2018, and

WHEREAS, this is a participation loan with Watertown Savings Bank and DANC, and

WHEREAS, Staff reviewed this request and recommends approval contingent upon participation by Watertown Savings Bank and DANC, and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Jefferson County Local Development Corporation that it herein approves the request for the modification to the AYDM Associates, LLC loan and that all other terms and conditions of the original loan remain in effect, and be it further,

RESOLVED, that the Chairman, Vice Chairman, Secretary and/or Chief Executive Officer are authorized and directed to execute any and all documents necessary to carry out the purposes of this Resolution.

This resolution shall take effect immediately.



Donald C. Alexander
CEO