

**Jefferson County Industrial Development Agency
Loan Review Committee Meeting Minutes
June 23, 2021**

Present: David Converse

Zoom: Robert Aliasso, Chair; John Jennings

Also Present: David Zembiec, Marshall Weir, Lyle Eaton, Peggy Sampson, Joy Nuffer, Rob Aiken, Christine Powers

Zoom: Justin Poirier

Counsel (Zoom): Justin Miller, Esq.

I. Call to Order: Chair Aliasso called the meeting to order at 8:15 a.m.

II. Standard Machine and Fabrication – A request for a \$20,000 MICRO to purchase equipment to establish a machine shop that will provide service to local vehicle repair shops. Staff review the request and recommended approval for a 5-year amortization with a rate of 5%. Personnel will include the owner and two additional positions in year one. Collateral will be a second lien position on the equipment behind Watertown Savings Bank (WSB) and a personal guarantee of Justin Poirier. The loan will be contingent upon bank financing.

Ms. Nuffer provided a recap of the request and indicated that we have received the WSB commitment letter. Mr. Eaton said Mr. Poirier will be providing a unique service and will have very little cost of goods sold. Mr. Aliasso pointed out that Mr. Poirier is putting in extra equity.

Mr. Poirier joined the meeting at 8:27 a.m.

Mr. Poirier said that he is buying out a current business, but is starting up as his own new business. He said that he is purchasing a building on Route 11 in Watertown and having all of the equipment moved and will be purchasing some new equipment. He said that the loan will cover a collateral gap and provide operating costs.

Mr. Jennings asked Mr. Poirier if he is starting with any contracts. Mr. Poirier said that he is getting the complete customer list from the previous owner. He pointed out that there is not another machine shop around here locally and indicated that his focus will be on automotive and farm industry. He said that he will be getting referrals from car dealerships and businesses like Cazenovia Equipment and Tracey Road Equipment.

After review and discussion, a motion was made by Mr. Jennings to move the request to the full board, seconded by Mr. Converse. All in favor.

Mr. Poirier left the meeting at 8:35 a.m.

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III. Other/Unfinished Business:

1. **Convalt Energy** – Mr. Zembiec said that he and Mr. Weir met with Hari Achuthan this week since he was in town. He said that Mr. Achuthan will be submitting a new PILOT application for Convalt Manufacturing (a new subsidiary) in place of Convalt Energy that was previously submitted. He noted that the project hasn't changed other than the applicant name and financial numbers, and plans to bring the new application directly to the July board meeting. Attorney Miller said that we need to finalize the Land Development Agreement which could occur at the July board meeting as well.
2. **146 Arsenal Street** – Mr. Zembiec said that the testing has been completed and the results are due this Friday. He said they used various levels of scarification and removed some concrete. Mr. Zembiec said that he is checking with National Grid about their brownfield program and has been talking with Bob Hagemann regarding potential funding assistance from the County's allocation of federal money from the American Rescue Plan.
3. **Application** – Mr. Zembiec said that we are in the process of adding a page to the application specifically for solar projects. A copy of the application will be distributed soon.

- IV. Adjournment:** With no further business before the committee, Mr. Jennings made a motion to adjourn the meeting, seconded by Mr. Converse. The meeting adjourned at 8:38 a.m.

Respectfully submitted,
Peggy Sampson