

**Jefferson County Industrial Development Agency  
Board Meeting Minutes  
June 1, 2023**

The Jefferson County Industrial Development Agency held their board meeting on Thursday, June 1, 2023 in the board room at 800 Starbuck Avenue, Watertown, NY.

**Present:** Robert E. Aliasso, Jr., Paul Warneck, Lisa L’Huillier, David Converse, W. Edward Walldroff, William Johnson, John Condino

**Excused:** None

**Absent:** None

**Also Present:** Christine Powers, Rob Aiken, Chad Charette from Channel 7 News  
**Zoom:** Justin Miller, Esq. (Harris Beach), Cathryn Crummey (Harris Beach)

**Staff Present:** David Zembiec, Marshall Weir, Lyle Eaton, Peggy Sampson, Joy Nuffer

- I. Call to Order:** Chairman Aliasso called the meeting to order at 8:28 a.m.
- II. Privilege of the Floor:** Chairman Aliasso invited guests to speak. No one spoke.
- III. Minutes:** Minutes of the meeting held May 4, 2023 were presented. A motion to approve the minutes as presented was made by Mr. Converse, seconded by Mr. Johnson. All in favor. Carried.
- IV. Treasurer’s Report:** Mr. Warneck reviewed the financials for the period ending May 31, 2023. Mr. Warneck reported that there are several projects pending closing. He suggested a future discussion on the timeframe for the expectation for projects to close. He noted that \$2.1M has flowed through our books so far this year for the YMCA DOD grant reimbursement. He reported that the settlement agreement with RBM Manufacturing Corp. was accepted, and the money has been received. Mr. Eaton indicated that he will charge the remaining balance directly to bad debt. After discussion, a motion was made by Mr. Walldroff to accept the financial statement as presented, seconded by Ms. L’Huillier. All in favor. Carried.
- V. Committee Reports:**
  - a. Alternative Energy Ad Hoc Committee –** Mr. Warneck said the committee met with the taxing jurisdictions for the Greens Corners Solar project. Staff also set up a meeting next week with affected taxing jurisdictions for the Riverside Solar project in Lyme and Brownville. Mr. Warneck said that he expects to hear the same concerns from the school district about the tax cap issue.  
  
Mr. Warneck said the state is not providing any guidance for their new valuation model and he is concerned that local municipalities are not getting any help.  
  
Attorney Miller noted that there is a forced cap for collecting PILOT taxes and that IDA’s have to follow the GML which prohibits collecting a PILOT payment that exceeds full taxation.

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**VI. Unfinished Business:**

1. **146 Arsenal Street update** – Mr. Zembiec said the project is moving along on schedule and will open in November. He said that Colonel Hannan, our grant program manager from the Department of Defense, will visit the site on June 12<sup>th</sup>.

**VII. New Business:**

1. **North American Tapes, LLC Building Review (Corporate Park)** – Mr. Zembiec said that North American Tapes, LLC is proposing a 19,200 square foot building. He said that he notified the other park tenants and did not receive any opposition. He noted that the parking extends to the frontline of the building, but indicated that it will not change the character of the park.

Mr. Warneck asked about the tractor trailer loading entrance off County Route 196 (Fisher Road). Mr. Zembiec said that Jim Lawrence from the county is already working on it.

A motion was made by Mr. Converse to approve the site plan, seconded by Mr. Condino. Discussion ensued. Mr. Converse amended his motion to include that the parking extends past the frontline of the building, seconded by Mr. Condino. All in favor. Carried.

- **Jefferson County Corporate Park Entrance** – Mr. Zembiec said National Grid is in the process of moving the gas lines. The project should be complete this fall.

**Executive Session**

At 8:50 a.m., a motion was made by Mr. Warneck to enter into executive session to discuss the potential sale of real property, seconded by Mr. Johnson. All in favor. Board Members, LDC Board Members Powers and Aiken, Staff and Counsel remained.

At 9:00 a.m., a motion was made by Mr. Warneck to leave the executive session, seconded by Mr. Converse.

**VIII. Counsel:** None.

- IX. **Adjournment:** With no further business before the board, a motion to adjourn was made by Ms. L’Huillier, seconded by Mr. Condino. All in favor. The meeting adjourned at 9:01 a.m.

Respectfully submitted,

*Peggy Sampson*