

**Jefferson County Industrial Development Agency
Loan Review Committee Meeting Minutes
January 24, 2024**

Present: David Converse (Chair), Kent Burto, John Condino
Zoom: Christine Powers, Rob Aliasso

Excused: None

Also Present: Paul Warneck, Bill Johnson, Lisa L’Huillier, David Zembiec, Marshall Weir, Lyle Eaton, Peggy Sampson, Joy Nuffer, Robin Stephenson, Jay Matteson, Joeseph Frateschi, Esq.
Zoom: Justin Miller, Esq.

- I. Call to Order:** Chair Converse called the meeting to order at 8:00 a.m.
- II. Pledge of Allegiance**
- III. Other/Unfinished Business –**
 - 1. Hale’s Bus Garage, LLC – Sales Tax Abatement Application** – A request for a sales tax exemption transaction. The project will consist of renovations to the current bus garage/repair shop and a two-bay addition for working on heavy vehicles. Renovations will include replacing overhead doors, a new roof, and new lighting.

Mr. Zembiec said that Hale’s Bus Garage, LLC bought the former Freeman Bus facility and was referred to the IDA by Don Rutherford at the WLDC. Mr. Condino asked if the renovations will be financed by a bank. Mr. Zembiec said yes.

Mr. Converse said that retail sales was marked no on the application, but believes there will be retail sales available. Mr. Burto said there is a sign out front of the facility offering maintenance service. Ms. Powers said that Watertown Savings Bank (WSB) is considering financing the renovations and already approved financing for the purchase of the facility. She said that Hale’s will have contracts with NYSDOT and local municipalities for repairs.

Ms. Powers asked about the mortgage recording tax exemption since it was marked as yes in the application. Attorney Miller said the cost may deter that process since a full straight lease transaction would occur. He noted that the retail aspect may not be triggered since we weigh 1/3 of the total cost. Mr. Zembiec will follow up with Hale’s for clarification to see if they will utilize the exemption.

Mr. Converse said there is a typo for the estimated completion date listed as 10/1/23.

Ms. Powers said a Phase I Environmental Assessment was completed and was provided to Hale’s.

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A motion was made by Mr. Condino to move the application to the full board of directors for further review, seconded by Mr. Aliasso. All in favor.

- IV. Adjournment:** With no further business before the committee, Mr. Condino made a motion to adjourn the meeting, seconded by Mr. Burto. The meeting was adjourned at 8:13 a.m.

Respectfully submitted,

Peggy Sampson