

**Jefferson County Local Development Corporation  
Board Meeting Minutes  
September 5, 2024**

The Jefferson County Local Development Corporation held its board meeting on Thursday, September 5, 2024 in the board room at 800 Starbuck Avenue, Watertown, NY.

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

**Excused:** Kent Burto, Christine Powers

**Absent:** None

**Also Present:** Zoom: Justin Miller, Esq, (Harris Beach), Craig Fox (Watertown Daily Times)

**Staff Present:** Marshall Weir, Jay Matteson, Peggy Sampson, Robin Stephenson

- I. Call to Order:** Chairman Aliasso called the meeting to order at 8:01 a.m.
- II. Pledge of Allegiance**
- III. Privilege of the Floor:** No one spoke.
- IV. Minutes:** Minutes of the meeting held August 1, 2024 were presented. A motion to approve the minutes as presented was made by Mr. Converse, seconded by Mr. Gardner. All in favor. Carried.
- V. Treasurer’s Report:** Mr. Warneck reviewed the financials for the period ending August 31, 2024. He commented that most transactions were related to grant programs. A motion was made by Mr. Johnson to accept the financial report as presented, seconded by Mr. Condino. All in favor. Carried.
- VI. Committee Reports:** None.
- VII. Council Reports:**
  - a. Ag –** Mr. Matteson updated the board on the following items:

Upcoming events:

- 9/25/24 – Watertown Noon Rotary is hosting the Ag Day luncheon at the Old McDonald’s Farm gathering barn. The guest speaker will be Dr. Gregory Gardner. Dr. Gardner said that the title of the meeting will be ‘North Country Agriculture Back to the Future’.
- 10/4/24 – JLI Ag day
- 10/9/24 – the Jefferson County Farm Bureau will hold its annual meeting at Sally Port View. The new Farm Bureau CEO will attend the meeting. Mr. Matteson said that he hopes there is a new way of thinking about how they do business and reach out to those across the state.

General updates:

- Working with Drum Country to enhance marketing efforts.
- He and Mr. Weir recently met with the new plant manager at Great Lakes Cheese.

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- b. Manufacturing** – Mr. Weir reported that they are working on the agenda for the fall Jeff-Lewis Manufacturing Alliance that will be held in October as well as the Manufacturing Day.
- c. Marketing** – Ms. Stephenson said that the next newsletter will be sent out next week.

**VIII. Unfinished Business:**

- 1. ARPA Fund Reports (Round One and Two)** – Updated spreadsheets showing the grant fund activities were provided in the board packet. Mr. Weir said that there are not any grant recommendations this month, but possibly next month.

Ms. Stephenson said that she has been seeing a lot of grant reimbursement requests from the Tourism grant program. She plans to contact existing grant recipients and do more advertising about the programs. She said that staff is working with county officials to amend the contract date beyond December 31, 2024. She noted that the childcare contract expiration date will also be amended.

Chairman Aliasso asked about the carry-over amount to Round 2. Ms. Stephenson said some of the projects finished their projects with money left over and there were others that did not advance their project at all.

Mr. Matteson reiterated that staff is working with the county to get approvals for how we want to utilize the money this time around.

Mr. Walldroff asked about the grant recommendation that was tabled last month (Holly Bayou LLC \$20,000 tourism grant). Mr. Weir reported that the recommendation is off the table.

**IX. Counsel:** None.

**X. New Business:**

- 1. Board Resignations** – Chairman Aliasso said that Christine Powers has announced her resignation from the board effective December 1, 2024. He also said that Mr. Burto announced his resignation effective September 1, 2024. He said that the secretary position is now vacant and indicated that the nominating committee can convene to make a recommendation. Ms. Sampson noted that the JCIDA Board must appoint JCLDC board members.

Chairman Aliasso thanked Ms. Powers for her time and contribution and Mr. Burto for his leadership and time. Mr. Aiken said that both board members have helped him during his time on the board and he is grateful.

**XI. Adjournment:** With no further business before the board, a motion to adjourn was made by Ms. L’Huillier, seconded by Mr. Gardner. All in favor. The meeting was adjourned at 8:21 a.m.

Respectfully submitted,  
*Peggy Sampson*