

**Jefferson County Industrial Development Agency  
Building and Grounds Ad hoc Committee Meeting Minutes  
August 13, 2025**

**Present:** John Condino, Paul Warneck, Greg Gardner, David Converse

**Absent:** Rob Aiken, Rob Aliasso, Lisa L'Huillier

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

**I. Call to Order:** Chair Condino called the meeting to order at 9:01 a.m.

**II. Pledge of Allegiance**

**III. Request**

- 1. Right-In Only Easement Request from Onondaga Development, LLC (PJ Simao)** – Mr. Weir said that our attorney looked over the proposed easement and indicated that it will cost approximately \$1,000 in legal fees to make some adjustments to the language. Mr. Weir said that he told Mr. Simao that he would be responsible for the payment of that legal fee.

Mr. Warneck asked Mr. Condino if the Department of Transportation (DOT) will have a problem if we grant the easement across our property and then give it to DOT. Mr. Condino said he doesn't see a problem.

A motion was made by Mr. Warneck to recommend approval by the full board of directors contingent upon counsel approval and expenses paid by Mr. Simao to complete the request, seconded by Mr. Converse.

Mr. Converse recommended that the Agency get the road to the State or County, so we are not in the road business. Mr. Weir said it was always the plan to donate it to the State, and he will continue the process. Mr. Weir noted that there was some friction between DOT and the County because DOT had an issue with the specs.

Mr. Warneck said in the meantime we could ask our insurance carrier if the turn lane is covered by liability insurance.

Mr. Condino asked what the next steps will be for the turning lane. Mr. Weir said that he has a meeting scheduled with DOT tomorrow for an update.

Other –

- 1. Park entrance sign** – Mr. Converse asked Mr. Weir about the status of placing the entrance sign on North American Tapes (NAT) property. Mr. Weir said that NAT is for it.

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2. Adjacent parcel between NAT and the former McGrann building – Mr. Converse asked Mr. Weir about the status of the sliver of land between the two properties. Mr. Weir said that he will follow up with Joel Bartlett from the Town of Watertown about it.

**IV. Adjournment:** With no further business before the committee, Mr. Warneck made a motion to adjourn the meeting, seconded by Mr. Converse. The meeting was adjourned at 9:13 a.m.

Respectfully submitted,

*Peggy Sampson*