

**Jefferson County Industrial Development Agency
Loan Review Committee Meeting Minutes
September 24, 2025**

Present: David Converse (Chair), John Condino, Charles Capone
Zoom: Rob Aliasso

Absent: None

Also Present: Marshall Weir, Lyle Eaton, Jay Matteson, Peggy Sampson, Robin Stephenson, William Johnson
Zoom: Justin Miller, Esq. (Harris Beach)

- 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. PILOT Application - Wilna II PV, LLC** – A PILOT application for a 3Mwac solar PV power plant in the Town of Wilna, NY with a total project cost of \$5,517,900. The cost benefit analysis was included. Mr. Weir said we did receive the signed application but indicated that we are waiting for more detail on cost estimates. He said they will be getting us that information, and they put on the application their best foot forward and a what the cost estimation will be and noted they do not have agreements with contractors as of yet to make those numbers firm. He doesn't believe they will have the pieces together by next Thursday. Attorney said that was a fair assessment; we are waiting for some final pieces and could hit pause if the loan review committee wants the documents before the full board. Mr. Eaton said the application could be recommended contingent upon receiving the information.

Mr. Condino said Mr. Warneck had a couple of thoughts that he appreciated. The idea that we should put dates on the agreements that pertain to closing a project. Attorney Miller said it would be a board policy for advancement. Mr. Condino said the other thing Mr. Warneck suggested and he highly agreed with is to have developers put money in escrow. Attorney Miller said having a more significant deposit made with applications will protect the agency's interest and the items on timeliness and deposit can be addressed through an application amendment. He said it could be a standard of \$10,000 for projects and \$50,000 - \$100,000 for ORES projects.

Mr. Converse asked Mr. Aliasso for his thoughts. Mr. Aliasso said if the committee moves it to the full board, the board has the discretion of taking whatever time it needs to collect all the data. He asked if the application is reasonably complete and will they place the escrow account. He believes this is premature because there is no project – just an application right now.

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PILOT Application - Wilna II PV, LLC – continued

A motion was made by Mr. Aliasso to move the application to the full board contingent upon establishing a \$10,000 escrow account and all of the requirements that go with the initial application to be presented before the full board ever considers it, seconded by Mr. Condino. All in favor.

2. **JCIDA Application** – The committee agreed to recommend to the full board to add an escrow requirement in the application (in addition to the application fee) that will be based on project size and complexities for a minimum of \$10,000 as well as a requirement to close a project within one year of approval or the project applicant will have to reapply. A motion was made by Mr. Condino to move the recommendations to the board to update the application, seconded by Mr. Capone. All in favor.

IV. Loan

1. Lien Release Request –

Executive Session

At 8:20 a.m. Mr. Aliasso made a motion to enter into executive session to discuss personal property and finances regarding a lien release, seconded by Mr. Condino. All in favor. Committee Members, Board Member Johnson, Staff, and Attorney Miller remained. All in favor.

At 8:48 a.m. a motion was made by Mr. Aliasso to leave executive session, seconded by Mr. Condino. All in favor.

- V. **Adjournment:** With no further business before the committee, Mr. Condino made a motion to adjourn the meeting, seconded by Mr. Aliasso. The meeting was adjourned at 8:48 a.m.

Respectfully submitted,

Peggy Sampson