

**Jefferson County Industrial Development Agency
Board Meeting Minutes
October 2, 2025**

The Jefferson County Industrial Development Agency held its board meeting on Thursday, October 2, 2025 in the board room at 800 Starbuck Avenue, Watertown, NY.

Present: Robert E. Aliasso, Jr., W. Edward Walldroff, William Johnson, Lisa L'Huillier, David Converse
Zoom: Paul Warneck

Excused: John Condino

Absent: None

Also Present: Charles Capone
Zoom: Justin Miller, Esq. (Harris Beach)

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

- I. Call to Order:** Chairman Aliasso called the meeting to order at 8:20 a.m.
- II. Privilege of the Floor:** No one spoke.
- III. Minutes:** Minutes of the meeting held on September 4, 2025 were presented. A motion to approve the minutes as presented was made by Ms. L'Huillier, seconded by Mr. Converse. All in favor. Carried.
- IV. Treasurer's Report:** Mr. Warneck reviewed the financials for the period ending September 30, 2025. He noted that we received the application fee from Wilna II PV, LLC. He said there wasn't a delinquency listing, but it appears Painfull Acres and the others are trying to get caught up and noted that we are still receiving interest payments from Convalt. A motion was made by Mr. Warneck to accept the financial statement as presented, seconded by Mr. Johnson. All in favor. Carried.
- V. Committee Reports:**
 - a. Alternative Energy** – Mr. Warneck said there is no report.

Chairman Aliasso reported that he met with Mr. Weir, Mr. Johnson and Ryan Piche to discuss creating a letter to send out to all of the taxing jurisdictions regarding PILOTs. He said the letter was sent out and was sent to several large solar developers reminding them that this agency will be the lead for PILOT negotiations and collection of funds. Mr. Weir said that he has received positive feedback.
 - b. Building and Grounds Committee** – None.

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c. Finance Committee

- i. Proposed Budget for 2026** – The Finance Committee recommended approval of the proposed budget. A motion was made by Mr. Johnson to adopt the budget, seconded by Ms. L’Huillier. Discussion ensued. Mr. Warneck noted that we use the PILOT/Sale Leaseback line item as a balancing mechanism and it’s up about \$60,000 from the previous year and it is a number to watch going forward. Chairman Aliasso said it is not realistic. Mr. Converse said we have money sitting in the JCCFDC account that could be transferred over to the IDA. Chairman Aliasso pointed out that the bad debt shows zero. Mr. Eaton said we have a reserve already set up and he didn’t adjust it. All in favor. Carried.

d. Loan Review Committee –

Wilna II PV, LLC

Mr. Converse said we received a PILOT application from Wilna II PV, LLC last month at the board meeting that got moved to Loan Review because it was not complete at that time. The Loan Review recommended the approval of the application to continue to work on it.

A motion was made by Mr. Converse with the contingencies of an additional \$5,000 in escrow and receiving additional information related to cost estimates on pages 12-13 - Chairman Aliasso asked if the contingencies have been met and Mr. Weir said they did pay an additional \$5,000; the motion was seconded by Mr. Walldroff. Discussion ensued. Mr. Warneck said this company worries him because they have 12 to 15 projects in progress and they’ve only built one. He said another concern moving forward is allowing a project to be reassigned. He thinks that we should only allow a reassignment if a project has closed. Mr. Walldroff supports that idea. Mr. Warneck said it could be discussed during the UTEP review. Attorney Miller said we already have controls in place. He said that they always look at what is submitted in the application for an organizational chart and when we get to a closing table, they verify that the organization is still the same equity structure as the application, so they act like a gatekeeper before closing. He said we can re-emphasize in the application that if there is a reassignment post approval and post closing that those are stringent assignment rules. He said in regard to NYPA, we could think about a breakage fee or something to protect the taxing jurisdictions (i.e. accelerating all of the PILOT payments). All in favor. Carried.

- i. Proposed JCIDA Application** – Mr. Converse made a motion to update our application to require in addition to the application fee for an additional \$10,000 in escrow and to put a project closing date within one year of the approval or they have to come back, seconded by Ms. L’Huillier. There was discussion about whether or not there should be a larger escrow account for ORES type projects. Attorney Miller said we could add to the deposit language in the application that the IDA reserves the right to impose a higher amount of legal deposit in instances where a project is over a certain scale for industrial scale renewable.

Mr. Converse restated the motion – 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, seconded by Ms. L’Huillier. All in favor. Carried.

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VI. New Business: None.

VII. Counsel: None.

VIII. Unfinished Business:

1. Executive Session

At 8:53 a.m., Mr. Johnson made a motion to enter into executive session to discuss real estate and personal finances, seconded by Mr. Warneck. All in favor. Board Members, LDC Board Member Capone, Counsel, and Staff remained.

At 9:34 a.m., a motion was made by Mr. Converse to leave executive session, seconded by Mr. Johnson. All in favor. No action was taken.

IX. Adjournment: With no further business before the board, a motion to adjourn was made by Mr. Converse, seconded by Mr. Johnson. All in favor. The meeting was adjourned at 9:34 a.m.

Respectfully submitted,

Peggy Sampson