

**Jefferson County Civic Facility Development Corporation
Board Meeting Minutes
December 4, 2025**

The Jefferson County Civic Facility Development Corporation held its board meeting on Thursday, December 4, 2025 in the board room at 800 Starbuck Avenue, Watertown, NY.

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

Excused: None

Absent: None

Also Present: Marshall Weir, Jay Matteson, Dorena Kimball, Peggy Sampson, Robin Stephenson
Zoom: Justin Miller, Esq. (Harris Beach), Dr. Dawn Robinson, Craig Fox (Watertown Daily Times)

- I. Call to Order:** Chairman Aliasso called the meeting to order at 11:35 a.m.
- II. Minutes:** Minutes of the meeting held on November 6, 2025 were presented. A motion to approve the minutes as presented was made by Mr. Johnson, seconded by Mr. Warneck. All in favor. Carried.
- III. Treasurer’s Report:** Mr. Warneck reviewed the financials for the income statement and balance sheet for the period ending November 30, 2025. A motion was made by Mr. Warneck to accept the financial reports as presented, seconded by Mr. Johnson. All in favor. Carried.
- IV. Committee Reports:** None.
- V. Unfinished Business:** None.
- VI. New Business:**
 - 1. Resolution No. 12.04.2025.01 for Granting Bank Account Access to the CFO** – No action.
- VII. Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Johnson, seconded by Ms. L’Huillier. All in favor. The meeting was adjourned at 11:36 a.m.

Respectfully submitted,
Peggy Sampson