

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

The Jefferson County Local 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., W. Edward Walldroff, William Johnson, Lisa L'Huillier, David Converse, Paul Warneck, John Condino, Charles Capone
Zoom: Rob Aiken

Excused: Dr. Dawn M. Robinson, Dr. Gregory A. Gardner

Absent: None

Also Present: Ryan Piche (Jefferson County Administrator)
Zoom: Justin Miller, Esq. (Harris Beach)

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

- I. Call to Order:** Chairman Aliasso called the meeting to order at 10:00 a.m.
- II. Pledge of Allegiance**
- III. Privilege of the Floor:** No one spoke.
- IV. Minutes:** Minutes of the meeting held on November 6, 2025 were presented. A motion to approve the minutes as presented was made by Mr. Converse, seconded by Ms. L'Huillier. All in favor. Carried.
- V. Treasurer's Report:** Mr. Warneck reviewed the financials for the period ending November 30, 2025. A motion was made by Mr. Warneck to accept the financial report as presented, seconded by Mr. Johnson. All in favor. Carried.
- VI. Committee Reports:** None.
- VII. Council Reports:**
 - a. Ag** – Mr. Matteson reported on the following:
 - Farm Bureau State Conference – attended yesterday and heard a presentation provided by Joe Lawrence, who serves on the Lewis County IDA, on solar power and economic development and the incentive model that they use. He shared some of the information he learned with Mr. Warneck (chair of the IDA Energy Committee).
 - Annual Ag Conference/Dairy Parade – working on next year's events. The annual meeting will be held in March, and the dairy parade will be held in June.
 - b. Marketing** – Mr. Weir said our marketing campaigns are ongoing and have had a number of outreach things happen in the last quarter.
 - c. Manufacturing** – Mr. Weir said he had some opportunities to speak with some manufacturers last month to touch base and discuss issues they are having. He mentioned that one manufacturer is working through an environmental issue that they are having at their new facility. He said there have been corporate visits and outreach.

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VIII. Unfinished Business:

1. **ARPA Fund Reports (Round One and Two)** – Updated spreadsheets showing the grant fund activities were provided in the board packet. Ms. Stephenson said there has been some activity and indicated that more checks will be cut soon.

IX. Counsel: None.

X. New Business:

1. **Resolution No. 12.04.2025.02 for Granting Bank Account Access to the CFO** – A motion was made by Mr. Warneck to table the resolution until January, seconded by Mr. Condino. All in favor. Carried.
2. **Resolution No. 12.04.2025.01 to Authorize Charge Off of Administrative Services Billing to In-Kind Services** – A motion was made by Mr. Converse to approve the resolution, seconded by Mr. Walldroff. Discussion ensued. Mr. Aiken asked for clarification on the administrative services that are referred to. Chairman Aliasso said it is for services for the IDA that the parent company (JCLDC) is conducting for them; all the staff is employed by the LDC. All in favor. Carried.

Other –

Mr. Walldroff asked about the status of the meeting with the new National Grid representative. Mr. Weir said that he and Mr. Matteson received a presentation from Brian Anderson who replaced Joe Russo as the economic development specialist at National Grid. Mr. Matteson said that as a result of that meeting, he will be organizing a farmer's lunch with him in January to go over the incentives they have available for farms especially in regards to robotics and new technology.

- XI. Adjournment:** With no further business before the board, a motion to adjourn was made by Ms. L'Huillier, seconded by Mr. Converse. All in favor. The meeting was adjourned at 10:14 a.m.

Respectfully submitted,

Peggy Sampson