Deferiet Redevelopment Corporation
Appointed Directors Board Meeting Minutes
January 8, 2026

The Appointed Directors of the Deferiet Redevelopment Corporation held their board meeting on Thursday, January 8, 2026 in the board room at 800 Starbuck Avenue, Watertown, NY.

Present: John Condino, Lisa L'Huillier, Robert Aiken, William Johnson, Nancy Dutton

Excused: David Converse, Peter Crump

Absent: None

Also Present: Marshall Weir, Jay Matteson, Dorena Kimball, Peggy Sampson, Robin Stephenson, Dr. Dawn Robinson, Paul Warneck, Rob Aliasso, Ryan Piche (Jefferson County Administrator), Craig Fox (Watertown Daily Times)
Zoom: Justin Miller, Esq. (Harris Beach)

I. **Call to Order:** Chairman Condino called the meeting to order at 9:49 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 Ms. L'Huillier, seconded by Mr. Aiken. All in favor. Carried.

III. **Committee Reports:**

a. **Audit Committee** – The DRC will be included in the 2025 JCIDA Audit.

b. **Governance Committee**

i. **Resolution No. 01.08.2026.01 for Annual Internal Policy and Procedure Review** – The Governance Committee met on December 12, 2025 to review the proposed bylaws, the disposition of real property guidelines, the investment policy and the procurement policy. A motion was made by Mr. Aiken to approve the resolution, seconded by Mr. Johnson. All in favor. Carried.

ii. **Summary Results of Confidential Evaluation of Board Performance** – The Governance Committee reviewed the results of the board evaluations. The results will be sent to the ABO. A strategic planning session will be held within the next several months to improve areas of concern.

IV. **Unfinished Business:**

1. **Deferiet update** – Mr. Weir reported that the project is ongoing and could be complete during the first quarter of this year. Mr. Piche said a change order was made to include fencing and confirmed that the county contractor will be complete this quarter.

   Mr. Weir welcomed Mayor Dutton to the DRC board as well as Town Supervisor Peter Crump.

V. New Business:

1. **Proposed Committee Structure** – A motion was made by Mr. Johnson to approve the structure, seconded by Ms. L'Huillier. All in favor. Carried.

VI. 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 9:55 a.m.

Respectfully submitted,
Peggy Sampson

DEFERIET REDEVELOPMENT CORPORATION
Resolution Number 01.08.2026.01
For Annual Internal Policy and Procedure Review

WHEREAS, on December 12, 2025 the DRC Governance Committee met to review the listed policies and procedures. After review and discussion, they recommended the following internal policies for the Board's consideration:

- Proposed Bylaws
- Disposition of Real Property Guidelines
- Investment Policy
- Procurement Policy

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Deferiet Redevelopment Corporation that it herein approves the above internal policies and procedures as set forth in this Resolution, and be it further,

RESOLVED, that the Chairman, Vice Chairman, Secretary, and/or Chief Executive Officer are authorized and directed to execute any and all documents necessary to carry out the purposes of this Resolution.

This resolution shall take effect immediately.

Lisa L'Huillier
Secretary