

**Jefferson County Industrial Development Agency
Board Meeting Minutes
May 7, 2026**

The Jefferson County Industrial Development Agency held its board meeting on Thursday, May 7, 2026 in the board room at 800 Starbuck Avenue, Watertown, NY.

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

Excused: None

Absent: None

Also Present: Dr. Dawn Robinson, Charles Capone, Craig Fox (Watertown Daily Times), Mark Mason Jr. (7 News)
Zoom: Justin Miller, Esq. (Harris Beach)

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

- I. Call to Order:** Chairman Aliasso called the meeting to order at 8:34 a.m.
- II. Privilege of the Floor:** No one spoke.
- III. Minutes:** Minutes of the meeting held on April 2, 2026 were presented. A motion to approve the minutes as presented was made by Mr. Converse, seconded by Mr. Walldroff. All in favor. Carried.
- IV. Treasurer’s Report:** Mr. Warneck reviewed the Dashboard prepared by Ms. Kimball for the period ending April 30, 2026. The Dashboard includes Key Performance Indicators, Capital Resources, Operating Statement and Budget. He said we are working to generate business to get PILOT/Leaseback fees. He suggested watching the receivables that are over 180 days (Pink Kettle, Three Mile Bay Ventures, Convalt). A motion was made by Mr. Warneck to accept the financial statement as presented, seconded by Mr. Johnson.

Three Mile Bay Ventures – Chairman Aliasso asked what date they are supposed to get back to us with a proposal to pay off the fee. Mr. Weir said during the month of June.

Ms. Kimball indicated that they did make one loan payment that included principal and interest.

Pink Kettle – Ms. Kimball said the loan documents indicate that an accelerated interest rate should have been imposed, but it has not been yet. She said there is a personal guaranty. She has tried to make contact several times which included a certified return receipt last month, which was returned but there has not been any communication from the owner.

LCO Destiny – Chairman Aliasso said we have it on good advice that the closing will happen soon. He said Mr. Weir remains in contact with the parties involved.

All in favor. Carried.

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V. Committee Reports:

a. Alternative Energy Committee – Mr. Warneck said we will be scheduling a meeting in the near future to talk about utility scale solar projects. He said we will need some input from the County as we move forward.

b. Building and Grounds Committee –

i. Jefferson County Corporate Park – (National Grid) Niagara Mohawk Power Corporation – Temporary Access Road Easement – Mr. Condino said Attorney Miller provided legal review and modification suggestions to the language to protect the agency in addition to ensuring that our expenses will be paid. He said the committee is recommending approval of the modified easement. Attorney Miller said we received feedback from National Grid yesterday that they have accepted all of our indemnities and insurance provisions. He said that the last part for the board to consider is the amount for National Grid will pay for the five-year agreement. Mr. Condino said the committee talked about what is fair and makes a good working relationship to accept the proposed offer of \$1,380 as a one-time fee. He said the property is way in the back of the park and won't have any significant impairment to it. Mr. Weir said that he is appreciative of everything that National Grid has done for us in the past and indicated they have been great partner for us. He said we have received hundreds of thousands of dollars in grant funds from them and wanted to express that while the board considers the purchase price for the easement. Mr. Warneck said we have a huge electrical distribution problem that they are working to correct, so we are assisting in creating a better distribution system.

A motion was made by Mr. Warneck to approve the document as presented in addition to a one-time purchase fee of \$1,380 plus all associated fees legal/other, seconded by Mr. Condino. Mr. Converse co-seconded. All in favor. Carried.

c. Loan Review Committee – Mr. Aliasso reviewed the loan review minutes.

VI. Unfinished Business: None.

VII. New Business: None.

VIII. Counsel:

1. Convalt Settlement Agreement – Chairman Aliasso said the board will review a settlement that includes a payment plan (some of the money is already in escrow as confirmed by our attorney), the framework of the agreement that is still being worked out and to receive advice of counsel on the ongoing legal matter.

Executive Session

At 8:58 a.m., a motion was made by Mr. Warneck to enter executive session to discuss a pending lawsuit, seconded by Mr. Johnson. Board Members, LDC Board Members (Robinson and Capone), Staff and Counsel remained.

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At 9:11 a.m., a motion was made by Mr. Warneck to leave executive session, seconded by Mr. Converse.

Chairman Aliasso said we have an agreement in principle and have money in escrow (it is a two-phase payment, the second payment would be due in November), and documents are in process and will need to be signed.

A motion was made by Mr. Warneck to approve the settlement agreement and to authorize the CEO to execute all of the appropriate documents, seconded by Mr. Converse. All in favor, except for Mr. Walldroff who abstained from voting for what might be perceived as a conflict of interest. Carried.

- IX. 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 9:14 a.m.

Respectfully submitted,
Peggy Sampson