

**Jefferson County Local Development Corporation
Board Meeting Minutes
June 4, 2026**

The Jefferson County Local Development Corporation held its board meeting on Thursday, June 4, 2026, in the board room at 800 Starbuck Avenue, Watertown, NY.

Present: William Johnson, David Converse, Paul Warneck, W. Edward Walldroff, Lisa L’Huillier, Charles Capone, Rob Aiken, John Condino

Excused: Robert E. Aliasso, Jr., Dr. Dawn M. Robinson

Absent: None

Also Present: Craig Fox (Watertown Daily Times)
Zoom: Justin Miller, Esq. (Harris Beach)

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

- I. Call to Order:** Vice Chairman Walldroff called the meeting to order at 8:00 a.m.
- II. Pledge of Allegiance**
- III. Privilege of the Floor:** No one spoke.
- IV. Minutes:** Minutes of the meeting held on May 7, 2026 were presented. A motion to approve the minutes as presented was made by Mr. Warneck, seconded by Mr. Condino. All in favor. Carried.
- V. Treasurer’s Report:** Mr. Warneck reviewed the Dashboard prepared by Ms. Kimball for the period ending May 31, 2026. The Dashboard includes Key Performance Indicators, Capital Resources, Operating Statement and Budget. Mr. Warneck reported that there is nothing out of the ordinary. He said there have been a few ARPA disbursements but there hasn’t been any new loan activity so far this year. 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 updated the board on the following items:
 - **Dairy Parade** – to be held tomorrow at 7 p.m. There are 60 entries and we anticipate 6,000 – 7,000 people to attend. Mr. Matteson acknowledged Martha Aschmann, who helped with obtaining sponsorships. There is a budget of \$11,000 and all of the expenses are covered.
 - **Downtown Watertown Block Party** – the June block party will promote a dairy theme.
 - **Dairy Processing** – continues to work on potential projects.
 - **Food Resiliency Grants** - continues to track the grants through reimbursement.

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- b. Manufacturing** – Mr. Weir reported that the New York State Consolidated Funding Application just opened up. He said we are making a big push to get it out to get a large number of applicants for our area.
- c. Marketing** – Mr. Weir reported that he attended the NYS EDC meeting in Cooperstown last month.

Mr. Matteson said he attended a presentation by Karen Peebles, a local real estate broker. Ms. L'Huillier attended the same presentation. She said Ms. Peebles recently sold a house in Adams, NY to a head mason that will work on the Micron project in Syracuse (he plans to be there for 10 years). Mr. Weir said there is an opportunity to work together to advertise Jefferson County for the housing piece. Mr. Matteson said we now have a presence on LinkedIn and can use it for advertising.

VIII. Unfinished Business:

Board recognition – A motion was made by Ms. L'Huillier to create and present a framed Certificate of Appreciation to Gregory Gardner for his 25 years of service to the economic development agencies board of directors, seconded by Mr. Warneck. All in favor. Carried.

IX. Counsel: None.

X. New Business: None.

XI. Adjournment: With no further business before the board, a motion to adjourn was made by Mr. Converse, seconded by Mr. Warneck. All in favor. The meeting was adjourned at 8:24 a.m.

Respectfully submitted,

Peggy Sampson