Jefferson County Industrial Development Agency
Board Meeting Minutes
October 1, 2026

The Jefferson County Industrial Development Agency held its board meeting on Thursday, October 1, 2026, in the board room at 800 Starbuck Avenue, Watertown, NY.

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

Excused: None

Absent: None

Also Present: Charles Capone, Rob Aiken, Keith Perry
Zoom: Justin Miller, Esq. (Harris Beach), Dr. Dawn Robinson, Zach Jackson (7 News)

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

I. **Call to Order:** Chairman Aliasso 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 September 3, 2026, were presented. A motion to approve the minutes as presented was made by Ms. L'Huillier, seconded by Mr. Converse. All in favor. Carried.

V. **Treasurer's Report:** Mr. Warneck reviewed the Dashboard prepared by Ms. Kimball for the period ending September 30, 2026. He said there were no significant changes in our receivables and still no applications pending for PILOTs so far this year. A motion was made by Mr. Warneck to accept the financial statement as presented, seconded by Mr. Walldroff. All in favor. Carried.

VI. **Committee Reports:**

a. **Finance Committee** – Mr. Warneck said the committee recommended the audit and finance committee charter to the governance committee with no changes. He said the proposed budget is more realistic specifically for the application and processing fee line items.

i. **Proposed Budget for 2027** – Ms. Kimball reviewed the proposed budget. She said we estimated one PILOT agreement for $75,000 and noted that most of the revenue line items remained status quo. She said she included two proposed grants (POWER UP and Fast NY Track B) for $690,000 and indicated that it will be budget neutral.

A motion was made by Mr. Converse to adopt the budget, seconded by Mr. Condino. All in favor. Carried.

b. **Nominating Committee** – Ms. L'Huillier reviewed the committee meeting minutes.

   i. **Resolution No. 10.01.2026.01 to Appoint JCLDC Board Member to fill remaining term** – The Nominating Committee recommended appointment of Keith S. Perry from New York Air Brake to fill the term that expires December 31, 2026. A motion was made by Mr. Condino to approve the resolution, seconded by Mr. Johnson. All in favor. Carried.

a. **Alternative Energy Committee** – Mr. Johnson said there is a new GIS product that is designed to help developers pick project locations within the county. He said all of the proposed and built solar is available as well as different types of land overlays. A demonstration of the product will be scheduled in the near future.

c. **Building and Grounds Committee** – Mr. Condino reviewed the committee meeting minutes. He said one of the RFPs was deemed not financially feasible and the other proposal from Mike Lundy raised a series of questions. He said the committee has scheduled a meeting on October 8th to interview Mr. Lundy and to have him make a presentation.

VII. Unfinished Business:

1. **Airport Park** – Mr. Johnson asked when the contractor will vacate the park. Mr. Weir said they have already been mobilizing out and noted that there is considerably less activity other than county crews working at the site. He said that the county highway department will start clean-up work that was previously discussed.

VIII. New Business: None.

IX. Counsel: None.

X. Adjournment: With no further business before the board, a motion to adjourn was made by Mr. Walldroff, seconded by Ms. L'Huillier. All in favor. The meeting was adjourned at 8:14 a.m.

Respectfully submitted,
Peggy Sampson

JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY
Resolution Number 10.01.2026.01
Appoint JCLDC Board Member to fill remaining term

WHEREAS, as initial member of the Corporation, the JCIDA shall appoint additional Directors to the JCLDC Board, and

WHEREAS, the Nominating Committee is recommending appointment of Keith Perry to fill the remainder of Gregory Gardner's term that will expire on 12/31/26, and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Jefferson County Industrial Development Agency, that it herein approves the recommendation 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.

W. Edward Walldroff
Secretary