Jefferson County Local Development Corporation
Board Meeting Minutes
October 1, 2026

The Jefferson County Local Development Corporation 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, David Converse, W. Edward Walldroff, Lisa L'Huillier, John Condino, Charles Capone, Rob Aiken, Keith Perry
Zoom: Dr. Dawn M. Robinson, Paul Warneck

Excused: None

Absent: None

Also Present:
Zoom: Justin Miller, Esq. (Harris Beach), 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 8:14 a.m.

II. **Privilege of the Floor:** No one spoke.

III. **Minutes:** Minutes of the meeting held on September 3, 2026, were presented. A motion to approve the minutes as presented was made by Mr. Walldroff, seconded by Mr. Converse. All in favor. Carried.

IV. **Treasurer's Report:** Mr. Warneck reviewed the Dashboard prepared by Ms. Kimball for the period ending September 30, 2026. He pointed out that DiPrinzio's is down to one Clayton receivable and indicated that the board can discuss Busted Grapes later this year. A motion was made by Mr. Warneck to accept the financial report as presented, seconded by Dr. Robinson. All in favor. Carried.

V. **Committee Reports:**

a. **Finance Committee –** Mr. Warneck said the committee recommended the audit and finance committee charter to the governance committee with no changes.

i. **Proposed Budget for 2027 –** Mr. Warneck said the administrative fees are down compared to last year because we are down a staff member.

Ms. Kimball reviewed the proposed budget. She said in preparing the budget this year, she looked at the agreement between IDA and LDC for the percentage of time for staff and benefits. She said the Admin Fee revenue line item is $310,964 which is basically 35% of LDC staff and benefits being allocated to JCIDA. She said she left the county subsidy status quo not knowing what the final number will be and pointed out that the dairy parade line item increased slightly. She said she put in a 5% increase for salaries and noted that the benefits are extrapolated based on current activity. She said there is nothing out of the ordinary for the remaining expenses and indicated that the revenue stream is more realistic.

Proposed Budget for 2027 – continued
A motion was made by Mr. Johnson to adopt the budget, seconded by Ms. L'Huillier. All in favor. Carried.

VI. Council Reports:

a. Ag – Mr. Matteson indicated that he sent his monthly report to board members prior to the meeting. There were no questions.

Mr. Matteson updated the board on the following:

- **JLI –** planning for Ag Day which will be held on October 23rd.
- **Ag Council Member –** will prepare a request for next month's agenda to add Nick Dnistrian (Great Lakes Cheese) as a new council member.
- **Great Lakes Cheese –** talking with them about their strategic planning and looking at opportunities for growth.
- **Rural Mental Health –** asked by Ron Robbins to help the NY Center for Agricultural Medicine and Health. They are looking for rural communities and how to better address rural mental health issues. Mr. Matteson will meet with them to discuss what the issues are in our region and what possible actions might be necessary.
- **Milk –** Class III milk is down to $13 per hundredweight, and Class IV milk is around $20 per hundredweight. Plants are making cheese so they can get the whey because the whey is valuable.

b. Manufacturing – Manufacturing Day will be held on October 16th; there are a number of great manufacturers signed up to give tours to the students.

Mr. Weir said there is chatter amongst the local businesses for possible expansion projects.

Mr. Weir said there is a real problem with the tariff situation with Canada among border communities like ours that affects manufacturing and tourism.

c. Marketing – Mr. Weir said staff is working internally on an awareness campaign that will be advertised locally.

VII. Unfinished Business:

1. New Board Member – Keith Perry said he is a lifetime resident of Jefferson County. He said he is here because he believes in the mission and cares about the economic future of our county. He said he started his career at New York Air Brake (NYAB) out of college, spent 15 years in the paper industry, and has been back at NYAB for 20 years. He currently serves on the Adams Village Board, the YMCA Board and is a former board member of United Way. He attended JLI in 2013 which opened his eyes more to what was going on around him.

2. **Strategic Action Plan – track progress –** Mr. Matteson reviewed the updated action plan.

   Market available parcels – Mr. Weir said he will use the airport site as one of the banner images on the website. Dr. Robinson said we can use the list of properties for promotion and connect with realtors, which could be key to increasing our revenue. Mr. Weir indicated that the site has a list of our properties as well as others available in the county. Dr. Robinson said driving traffic to it is going to be beneficial.

   Annual policy review calendar – Mr. Matteson said we are creating a schedule to review policies because there are over 100 policies between the four agencies. He pointed out that some of the policies have to be reviewed annually, but the rest will be on a review schedule over a two-to-three-year period.

   Board evaluation tool – Mr. Matteson said Mr. Weir added the return on investment to the presentation to the Board of Legislators. He said for every dollar of taxpayer money that this agency has received, we have returned $68 in private investment to the community when looking at our performance over the last seven years. He said Mr. Weir suggested we take a look at that every year to make sure the board has the information in the evaluation of our performance.

   Chairman Aliasso said we can revisit the ongoing strategic vision in concert with the county. Mr. Weir acknowledged that we work in concert with county leadership including planning.

   Mr. Walldroff said one area of growth for the future is to start discussion on housing in terms of PILOTs. Mr. Weir said those conversations are being had currently. He said he is part of the steering council for the housing needs assessment which is expected to be complete next month.

VIII. Counsel: None.

IX. New Business: None.

X. Adjournment: With no further business before the board, a motion to adjourn was made by Mr. Aiken, seconded by Mr. Johnson. All in favor. The meeting was adjourned at 8:51 a.m.

Respectfully submitted,
Peggy Sampson