

**COUNTIES OF WARREN AND WASHINGTON
CIVIC DEVELOPMENT CORPORATION**

5 Warren Street, Suite 210
Glens Falls, New York 12801

Telephone: (518) 792-1312

At the Board Meeting of the Counties of Warren and Washington Civic Development Corporation held on **December 17, 2018** at the Warren County Municipal Center, Lake George, New York, the following members were:

PRESENT:

Matt Simpson
Dave O'Brien
Joseph LaFiura
Craig Leggett
Bruce Ferguson
Ginny Sullivan
Nicholas Caimano
Travis Whitehead
Brian Campbell

Chairman
Vice Chairman/Contracting Officer
Secretary/Treasurer
At Large Member

ABSENT:

Mike Wild

ALSO PRESENT:

Kara Lais, Esq.
Mike Brandi, Esq.
Tami Blondo
Michael Bittel
Michael Goot
Amy Lavine, Esq.

FitzGerald Morris Baker Firth, PC
FitzGerald Morris Baker Firth, PC
Office Administrator
CEO/CFO of WWIDA/WWCDC
Post Star
First Assistant County Attorney

The minutes of the meeting were taken by Tami Blondo, Office Administrator. The Chairman called the meeting to order at 5:20 p.m. and confirmed a quorum was still present from the IDA meeting of 4:00 p.m. after roll call was taken.

Approval of minutes:

Mr. O'Brien made a motion to approve the minutes of the November 19, 2018 Board Meeting minutes. Mr. LaFiura seconded the motion and all voted in favor of the motion by voice vote.

Old Business:

RFP for YE Auditing Services: Mr. LaFiura briefly discussed the proposals received and identified that the lowest bid was received from McCarthy & Conlon, LLP. Mr. LaFiura shared that the bid received from McCarthy & Conlon, LLP was inclusive of work for the Warren-Washington Industrial Development Agency and the Civic Development Corporation and that the services for the Civic Development Corporation would be broken out separately but not to exceed the total bid that was received. On a Motion by Mr. O'Brien and a second by Mr. Ferguson, a roll call vote was taken to approve the RFP Bid from McCarthy & Conlon, LLP. The results were 8 members in favor, 1 member abstaining from the vote, and 1 member absent as indicated in the roll call vote response listed below:

| VOTING: | AYES | NAYS | ABSTAIN | ABSENT |
|------------------|----------|----------|----------|----------|
| Matt Simpson | X | | | |
| Dave O'Brien | X | | | |
| Joe LaFiura | X | | | |
| Craig Leggett | X | | | |
| Bruce Ferguson | X | | | |
| Ginny Sullivan | X | | | |
| Nick Caimano | | | X | |
| Mike Wild | | | | X |
| Travis Whitehead | X | | | |
| Brian Campbell | X | | | |
| TOTALS | 8 | 0 | 1 | 1 |

Final Budget 2019:

Mr. LaFiura presented the budget for 2019 indicating that no changes were made after the initial presentation at the October 2018 Board Meeting. On Motion by Mr. LaFiura and a second by Mr. O'Brien, roll call vote was taken and the results were 9 members in favor and 1 member absent.

| VOTING: | AYES | NAYS | ABSTAIN | ABSENT |
|------------------|----------|----------|----------|----------|
| Matt Simpson | X | | | |
| Dave O'Brien | X | | | |
| Joe LaFiura | X | | | |
| Craig Leggett | X | | | |
| Bruce Ferguson | X | | | |
| Ginny Sullivan | X | | | |
| Nick Caimano | X | | | |
| Mike Wild | | | | X |
| Travis Whitehead | X | | | |
| Brian Campbell | X | | | |
| TOTALS | 9 | 0 | 0 | 1 |

2019 Meeting Dates:

Chairman Simpson presented the 2019 Meeting Dates for the Civic Development Corporation Board Meeting to the Board for approval. There were no changes to the proposed schedule and on a Motion by Mr. Caimano and a second by Mr. O'Brien, the Motion was unanimously carried.

There being no further business to discuss for the Civic Development Corporation, a motion was made by Mr. LaFiura to adjourn the meeting. Mr. Campbell seconded the motion and all voted in favor of adjourning the meeting.

Chairman Simpson adjourned the meeting at 5:25 p.m.

Date

1/24/19


 Joseph LaFiura, Secretary/Treasurer