

**COUNTIES OF WARREN AND WASHINGTON  
INDUSTRIAL DEVELOPMENT AGENCY**

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

Tel. (518) 792-1312  
website: [www.warren-washingtonida.com](http://www.warren-washingtonida.com)

TO: ALL BOARD MEMBERS  
COUNTIES OF WARREN AND WASHINGTON  
INDUSTRIAL DEVELOPMENT AGENCY

FROM: Matthew Simpson, Chairman

DATE: April 11, 2019

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The Counties of Warren and Washington Industrial Development Agency will hold its regular monthly Board meeting as follows:

**Date:** Monday, April 15, 2019 at 4 pm.

**Location:** Warren County Municipal Center, Lake George, NY

The purpose of the meeting will be to discuss new and unfinished business.

Enclosed (or attached) please find:

- Meeting Agenda with supporting data
- Monthly Financial Statements

*Remember to call or email Tami at the Agency Office at least 24 hours beforehand if possible if you are unable to attend the meeting.*

cc: Robert C. Morris, Esq. with agenda and all enclosures  
Kara Lais, Esq. with agenda and all enclosures  
Michael Brandi, Esq. with agenda and all enclosures  
Amanda Allen, Warren Co. Board Clerk with agenda  
Debra Prehoda, Washington Co. Board Clerk with agenda  
Bob Condon, The Post Star, with agenda  
Michael Goot, The Post Star with agenda  
Amy Lavine, Esq., First Assistant County Attorney with agenda  
Supervisor Beaty with Agenda  
Supervisor Braymer with Agenda

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**AGENDA**  
April 15, 2019

- 1.0 Call to Order, Roll Call and Quorum Confirmation
- 2.0 Approval of Minutes of the March 18, 2019 IDA Board Meeting

**3.0 Current Accounts Payable**

<b><u>FitzGerald Morris Baker Firth, P.C.</u></b>	\$	2,580.30
<i>M0001 - General File -March 2018</i>		
<b><u>P. Hoffman Realty</u></b>	\$	370.00
<i>Office Rent - May 2018</i>		
<b><u>Jarrett Engineers PLLC</u></b>	\$	118.75
<i>February Professional Services</i>		
<b><u>The Archives</u></b>	\$	30.00
<i>Monthly Archive Storage</i>		
<b><u>Express Computer Restore</u></b>	\$	80.00
<i>Remote Access Set-up</i>		
<b><u>NYS Employment Contributions</u></b>	\$	52.86
<i>1st Qtr 2019</i>		
<b><u>Town of Kingsbury</u></b>	\$	450.00
<i>Water Bill for Park Properties</i>		
<b><u>Spectrum</u></b>	\$	169.98
<i>Monthly Phone and Internet Service</i>		
<b><u>O&amp;M for HF Park Properties</u></b>	\$	100.00
<i>bi-annual sewer bill for 124-130 &amp; 132-134 Main St.</i>		
<b><u>Matt Simpson</u></b>		
<i>Personal credit card charge reimbursement</i>	\$	579.95
<i>for Online QuickBooks class for new Administrator</i>		
* <b><u>EFTPS - Alie</u></b>	\$	103.42
<i>Federal/FICA/MCR Payroll Taxes March 2019</i>		
* <b><u>Promptax - Alie</u></b>	\$	16.00
<i>NYS Payroll Taxes March 2019</i>		
* <b><u>Alie White</u></b>	\$	418.29
<i>Net Payroll -March 2019</i>		
* <b><u>EFTPS - Tami</u></b>	\$	356.08
<i>Federal/FICA/MCR Payroll Taxes March 2019</i>		
* <b><u>Promptax - Tami</u></b>	\$	58.30
<i>NYS Payroll Taxes March 2019</i>		
* <b><u>Tami Blondo</u></b>	\$	1,760.18
<i>Net Payroll -March 2019</i>		
<b>Subtotal</b>	<b>\$</b>	<b><u>7,244.11</u></b>

3.2 **Pilot Pass-Through Payments:**

**Village of Hudson Falls** \$170.00  
*HF Park Properties Water Tax*

**Town of Queensbury**

*TRIBALS LLC - County Tax* \$ 5,881.34  
*TRIBALS LLC - Special District Tax* \$ 6,395.56  
*TRIBALS LLC - Town Tax* \$ 770.00  
***Subtotal*** **\$13,216.90**

3.4 **Reimbursed by Developer**

Grand Total of Payables: \$ 20,461.01

5.0 **Old Business**

- a. Local Labor -Simpson
- b. Park Business - Campbell/O'Brien
- c. Tax Abatement Policy Updates - Bittel
- d. PILOT Billing Update - White
- e. Banking RFP - Simpson/O'Brien
- f. Job Counts/Project Report/Projects Spreadsheet Proposal - Simpson/Whitehea

6.0 **New Business**

- a. LG Plaza - Sales Tax
- b. Bookkeeping RFP Status Update
- c. QuickBooks course for new Administrator - O'Brien
- d. Letter of Engagement from FMBF - Simpson/Brandi
- e. Priority List - Bittel
- f. Bookkeeping Assistance - O'Brien

**Adjournment**