

**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: Dave O'Brien, Chair

DATE: December 12, 2022

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

**Date:** Monday, December 19, 2022 @ 4:00

**Locations:** Washington County Municipal Building  
383 Broad way  
Fort Edward, NY 12828  
and  
Hampton Inn  
1 Dillon Road  
Hilton Head Island, SC 29926

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

Meeting may be viewed on the WWIDA You Tube Channel.

Enclosed (or attached) please find:

→ Meeting Agenda

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

Cc:  
Kara Lais, 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  
Robert Terwilliger, Esq., County Attorney with agenda

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**Agenda for December 19, 2022 @ 4:00 PM**

**Washington County Municipal Building - Board of Supervisors Room**

1. Call to Order, Roll Call and Quorum Confirmation
2. Approval of Minutes of the November 21, 2022 IDA Board Meeting
3. Treasurer
  - Accounts Payable Approval
  - YTD Financial Report
4. Reports of Committees
  - a. Canalside Master Plan Update
5. Staff Report
6. Unfinished Business
7. New Business
  - Officer Nominations
  - By-Laws Review/Approval
  - Procurement Policy Review/Approval
  - Compensation Policy Review/Approval
  - Bucks County Biscotti Tax Resolution
8. Other
9. Adjourn

## Current Accounts Payable

<u><b>FitzGerald Morris Baker Firth, P.C.</b></u>	
Dewatering Facility	N/A
General Services for November	\$ 2,367.00
ICC4 - reimbursable	\$ 562.50
Prospect Mt. Ventures - reimbursable	\$ 900.00
Flyin Dutch - reimbursable	\$ 8,179.59
<u><b>Jarrett Enterprises</b></u>	
October Services	\$ 148.75
<u><b>P. Hoffman Realty</b></u>	
Office Rent -January 2022	\$ 1,000.00
* <u><b>Spectrum</b></u>	
Monthly Phone and Internet Service	\$ 169.98
* <u><b>Payroll</b></u>	
Net Payroll -Oct Barton	\$ 7,355.03
Net Payroll - Oct Weaver	\$ 1,857.00
<u><b>McCarthy &amp; Conlon, LLP</b></u>	
November Bookkeeping	\$ 400.00
* <u><b>CDPHP</b></u>	
December Employee Health Insurance	\$ 563.39
* <u><b>First National Bank of Omaha</b></u>	
credit card charges	\$ 1,248.56
* <u><b>National Grid</b></u>	
Traffic Light Electricity	\$ 33.48
Pumpstation	\$ 72.17
* <u><b>Promptax</b></u>	
Oct/Nov State payroll tax payment	\$ 1,255.54
* <u><b>EFTPS</b></u>	
November federal tax payment	\$ 2,961.44
* <u><b>Staples</b></u>	
Office Supplies	\$ 314.81
* <u><b>NYSIF</b></u>	
Annual Workers Comp	\$ 337.94
<u><b>Village of Fort Edward</b></u>	
Canalside Water Bill Q4	\$ 125.00
<u><b>Stored Tech</b></u>	
Computer Repair	\$ 1,178.17
<u><b>Mannix Marketing</b></u>	
email removal	\$ 70.00
<u><b>Behan Communications</b></u>	
November Services	\$ 2,312.50
<u><b>EDC</b></u>	
annual membership fee	\$ 850.00
<b>Total</b>	<b>\$ 34,262.85</b>