

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

5 Warren Street, Suite 210 Glens Falls, New York 12801 Tel. (518) 792-1312

The October Board Meeting for Warren Washington Industrial Development Agency was held on Monday, October 16, 2023 at the Washington County Municipal Building in Fort Edward at 4:00 pm. The following were:

PRESENT:	Dave O'Brien	Chair
	Juan Gonzales	Member
	Ginny Sullivan	Member
	Brian Campbell	Member
	Tim Robinson	Sec/Treasurer
	Nick Caimano	Member
	Dan Bruno	Park Chair
	Craig Leggett	Vice Chair
	Chuck Barton	CEO

ABSENT:	Mark Smith	Member
	Mary King	Member

The following were also present:

	Kara Lais, Esq.	FitzGerald Morris Baker Firth, PC
<i>Minutes were taken by:</i>	Alie Weaver	Office Administrator

Attendance was taken by roll call and quorum was confirmed.

Approval of Previous Meeting Minutes: Mr. Bruno made a motion to approve the September 18th, 2023 Board Meeting Minutes and Ms. Sullivan seconded. All voted in favor by voice vote.

Accounts Payables and Financial Analysis: Mr. Robinson reviewed the October payables, balance sheet and annual comparison income statement.

Mr. Campbell made a motion to approve the October payables with Mr. Gonzales seconding the motion. All voted in favor by roll call vote.

Mr. Campbell made a motion to approve the financial reports with Mr. Gonzales seconding the motion. All vote in favor by voice vote.

Master Plan Update – Mr. Bruno stated that the water and sewer NPR's have not been completed and he will get an update at the next meeting with Labella.

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He noted that Mr. Holmes accompanied him to examine a 240,000-gallon water storage tank that was fabricated in 2003 and the tank had been installed but never connected. Labella will review data collected about the tank and determine if it is sufficient for Canalside Energy Park.

Discussion ensued regarding logistics of moving the tank and if the effort would be cost prohibitive.

Canalside Projects, Tenant Activity – Mr. Barton stated that a meeting will be held with Kiewit to discuss rerouting traffic while the new bridge is being constructed in 2025.

Mr. Barton also stated that Canal Corp’s safety manager has questions regarding the fence relocation. He will be meeting with the fence contractor to address these questions.

FAST NY – Mr. O’Brien stated that the FAST NY application has been submitted and Empire State Development is reviewing the application.

Airport Industrial Park – Mr. O’Brien stated that the purchase of sale documents will be executed this afternoon and NCES will have the lot line adjustment completed by the end of this week.

Website Update – Mr. Barton stated that the new WWIDA website has been launched and encouraged the members to peruse the site and provide feedback.

Authorization to sign dissolution of Kingsbury Sewer District #1 – Mr. O’Brien stated that Phase II of the Airport Industrial Park will be incorporated into the Washington County Sewer District #1 as the Kingsbury Sewer District #1 is being dissolved.

He noted that the vacant lots will now have an increase in sewer costs and the IDA is petitioning to have the unbuildable lots removed from the sewer district.

A resolution has been presented to the Board for approval of the Intermunicipal agreement and authorization of the Chair to sign said agreement.

Mr. Campbell made a motion to approve this resolution and Mr. Bruno seconded with all voting in favor by voice vote.

Grant to IDA from CDC – Mr. O’Brien stated the CDC has a \$600,000 CD with Glens Falls National Bank that will mature on October 25th. The Board can decide to renew the CD at 5.1% for 6 months or 5% for 9 months, or transfer it to the IDA in an ICS fund at 5% for business development.

Discussion ensued on the options and Mr. Caimano made a motion for the WWIDA to accept the CDC grant of \$600,000 and Mr. Campbell seconded with all other voting in favor by roll call vote.

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Subordination Agreement for Sun Valley Apartments – Ms. Lais stated that Sun Valley Apartments approved a right-of-way easement to the Town and Village of Lake George for water and sewer infrastructure. This easement needs to be approved by the WWIDA as well through a subordination agreement.

Mr. Leggett made a motion to approve the subordination agreement and Ms. Sullivan seconded. With Mr. Robinson abstaining, all others voted in favor and the motion passed.

Staff Report – Mr. Barton listed his recent activities, which included:

- attended the Kingsbury Town Board meeting to discuss removal of some Airport Industrial Park unbuildable lots from the water district

- toured a potential development project in Chestertown

- discussed business leadership with Queensbury High School students

- met with Labella for a page-turning review of the detailed engineering plans

- attended a meeting to discuss the Essity ground site in Greenwich

- met with a Johnsbury business owner looking to expand a business involved in housing development

- dealt with a Canalside maintenance issue of a blown fuse in a transformer

- attended a retirement party for ORDA's CEO Mike Pratt

- attended the Lake Champlain Lake George Regional Planning Board's "Forward Together" conference in Lake Placid

- toured Canalside with a business owner interested in conducting business on site

- worked with BlackDog on the WWIDA website

- participated in the WWIDA budget meeting

- met with a business owner looking to do a housing project in Hudson Falls

He noted that three applications are expected to be received in the near future, four applicants waiting on Zoning or Planning approvals, and over a dozen applicants are in their planning process.

Public Comments – There were no public comments.

Adjournment – There being no further business to discuss, Mr. O'Brien adjourned the October IDA Board meeting at 4:55 pm.