

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

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

Tel. (518) 792-1312
Warren-WashingtonIDA.com

The Executive Park Meeting for Warren Washington Industrial Development Agency was held on Wednesday, December 6th, 2023 at 9:00 am at 68 Warren Street, Glens Falls NY. The following members were:

PRESENT:	Dave O'Brien	Chair
	Tim Robinson	Sec/Treasurer
	Juan Gonzales	At-Large
	Dan Bruno	Park Chair
	Craig Leggett	Vice Chair
	Chuck Barton	CEO

The following were also present:

Kara Lais, Esq.	FitzGerald Morris Baker Firth, PC
Bob Holmes	RU Holmes Engineering
Nick Caimano	Member
Minutes were taken by: Alie Weaver	Office Administrator

Roll call was taken and a quorum was confirmed.

Approval of Minutes: Mr. Bruno made a motion to approve the November 8th, 2023 IDA Executive Park meeting minutes and Mr. Gonzales seconded. All voted in favor by voice vote.

Canalside Updates: Mr. Barton stated that a light manufacturing company from Rochester and a site selector looking for AI data centers have reached out expressing interest in Canalside Park.

Mr. Barton stated that the fence project has been completed and Canal Corp has signed off on it.

Mr. O'Brien noted that FAST-NY is a reimbursable grant and meetings are in place to discuss bonds to cover Phase II of the engineering as 20%-25% of the costs will be needed up front.

LaBella Status: Mr. Bruno noted that the wastewater design is complete, and the map plan report for the water and wastewater should be received before the holidays. He noted that the RFP that he and Mr. Holmes are working on will be submitted to the DEC for review upon completion.

Bridge Update: Mr. O'Brien stated that a meeting will need to be set up with Kiewit, Deb Donahue, and the bridge engineers to discuss the bridge replacement schedule. He noted that the new bridge is one piece and will be completely unavailable during replacement.

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Change of Committee Structure Discussion: Mr. O'Brien stated that currently the IDA consists of the Governance and Executive Committees including the same members. He suggested the Governance Committee be changed to the Chair, Vice Chair, and two positions with members that are not on the Executive Committee. He noted this change would need to be updated in the By-Laws and Charter with a ten-day notice.

Mr. O'Brien stated that the COO position should be added as a volunteer position to allow him to be involved with the IDA as his board position is replaced. He noted that the COO's responsibilities will be determined by the Board.

Mr. O'Brien stated that the Park Chair is elected by the Executive Committee's At-Large members.

Discussion ensued regarding the differences and responsibilities between the CFO, COO, Secretary, and Treasurer and it was determined that Ms. Lais will research these positions and report back to the Board.

Adjournment: Mr. Bruno made a motion to go into Executive Session to discuss employment history and the status of the CEO and Administrator and Mr. Leggett seconded. Mr. O'Brien noted that the meeting will adjourn out of the Executive Session with no action. All voted in favor by voice vote.