

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

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

Tel. (518) 792-1312  
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The Executive Park Meeting for Warren Washington Industrial Development Agency was held on Tuesday, January 9th, 2024 at 9:00 am at 68 Warren Street, Glens Falls NY. The following members were:

<b><i>PRESENT:</i></b>	Dave O'Brien	Chair
	Tim Robinson	Sec/Treasurer
	Juan Gonzales	At-Large
	Dan Bruno	Park Chair
	Chuck Barton	CEO

Absent:	Craig Leggett	Vice Chair
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***The following were also present:***

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

Roll call was taken and a quorum was confirmed.

**Approval of Minutes:** Mr. Bruno made a motion to approve the December 6th, 2023 IDA Executive Park meeting minutes and Mr. Robinson seconded. All voted in favor by voice vote.

**Canalside Master Plan Updates:** Mr. Bruno stated that he and Mr. Holmes created a list of questions for LaBella, Washington County Sewer District, and Ms. Lais to answer in an effort to complete the RFP for the final engineering design.

Mr. Bruno also stated that WCC wishes to exercise their option to purchase a strip of land which includes access to the Canalside Energy Park and the wharf. Mr. Barton stated that an easement would also be needed for sewer going through that portion of land.

**Canalside Prospects Update:** Mr. Barton noted that CBRE is working with two prospects that are interested in portions of the site.

**LaBella Status:** Mr. Holmes stated that he has received the full data dump from LaBella. Discussion ensued regarding the timeline of the formal adoption of the water and sewer MPR.

**FAST NY Update:** Mr. O'Brien stated that the IDA documentation was filed last Friday, and the FAST NY process completion should be finalized in April or May.

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**Colomb Transfer Update:** Mr. Holmes stated that the subdivision application has been submitted to the Town of Kingsbury, he noted that it will go through the Town Planning Board for the lot line adjustment. The full map and written description will serve as the transfer from the IDA to Mr. Colomb and for the Town to change Zone Districts.

**Nominations:** For the Executive Committee, Mr. O'Brien nominated Mr. Gonzales as Chair, himself as Vice Chair, and Mr. Robinson as Secretary/Treasurer. He noted the two At-Large members, and the Governance Committee will be appointed by the Chair at a later time.

Mr. Bruno made a motion to move these nominations to the Board for consideration and Mr. Robinson seconded. All voted in favor by voice vote.

**Other:**

Regarding the remaining lots in the Airport Industrial Park, Mr. O'Brien stated that three lots with large wetland areas will be combined and reassessed to reduce sewer costs. Discussion ensued regarding outside storage variances for the remaining lots.

Mr. O'Brien stated that dates are being discussed with Ms. Lais regarding member training. It was decided that these training sessions would be scheduled once a month and held in FMBF's downstairs conference room at 4:00 pm. It was noted that these sessions will be available via Zoom for any members who are unable to attend in person and will also be recorded to view when time allows.

Ms. Lais stated that she will be reporting the termination of Sandy Hill Vision and J&C Property Holdings to their tax jurisdictions as their agreements have expired.

**Executive Session and Adjournment:** Mr. Gonzales made a motion to go into Executive Session to discuss contractual negotiations and personnel matters and Mr. Bruno 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.