

**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, February 7th, 2024 at 9:00 am at 68 Warren Street, Glens Falls NY. The following members were:

<b>PRESENT:</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
John Taflan	Member
<b>Minutes were taken by:</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 January 9th, 2024 IDA Executive Park meeting minutes and Mr. Robinson seconded. All voted in favor by voice vote.

**Canalside Master Plan Updates:** Mr. Bruno stated that Mr. Holmes has issued the RFP for the water and wastewater infrastructure engineering for the Board Members to review and provide feedback at a later date.

Mr. Gonzales summarized the Canalside wastewater project efforts for Mr. Taflan, as a new IDA member.

**Canalside Prospects Update:** Mr. Barton noted that Kiewit is interested in expanding their leased space for soil storage and two other parties are interested in portions of Canalside as well.

**Canalside Maintenance:** Mr. Barton stated that Canalside's electrical system recently had a tower meter fuse break and a water leak in a switch house. Hour Electric provided a quote of \$17,450 for the repairs and some safety and reliability related maintenance while the power was off. Mr. Barton noted that this work is necessary before transformer system testing is done.

Discussion ensued regarding the repair urgency and determining what would be considered an emergency procurement versus going out to bid. It was decided that Mr. Barton and Mr. Bruno will meet with Hour Electric to review the work that needs to be done and provide more information at the February Board Meeting.

Discussion also ensued regarding the prorated distribution of these costs to the tenants. Ms. Lais stated that she will check the tenants' lease agreements and determine notice and payment options.

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**LaBella Status:** Mr. O'Brien stated that the final bill from LaBella has been received and their obligation is complete.

**Colomb Transfer Update:** Mr. O'Brien stated that the Colomb transfer applications will go before the Kingsbury Planning and Zoning Boards for approval.

Mr. Holmes stated that the Zoning Board meeting is due to the breaking off of the paper road, creating a lot configuration that is no longer conforming to zoning requirements.

**Airport Industrial Park, Lot 31:** Mr. O'Brien stated that Mr. Dan Washburn has offered \$25,000 for Lot 31. He noted that the lot is 3 acres with 1.23 acres being usable due to wetland.

Mr. Gonzales made a motion to bring the purchase agreement to the full board for review and Mr. Bruno seconded with all in favor by voice vote.

**New Business:** Mr. O'Brien stated that he has decided to withdraw his nomination for Vice Chair, and he nominated Mr. Tim Robinson as Vice Chair. Mr. Bruno seconded the nomination. All voted in favor by voice vote. It was noted that a decision has not been made for the Secretary/Treasurer position.

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