

COUNTIES OF WARREN AND WASHINGTON
INDUSTRIAL DEVELOPMENT AGENCY

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

The February Board Meeting for Warren Washington Industrial Development Agency was held on Tuesday, February 20, 2024 at the Washington County Municipal Building in Fort Edward at 4:00 pm. The following were:

PRESENT:	Juan Gonzales	Chair
	Tim Robinson	Vice Chair/Treasurer
	Dave O'Brien	Secretary
	Ginny Sullivan	Member
	Tricia Rogers	Member
	Craig Leggett	Member
	Nick Caimano	Member
	Dan Bruno	Member
	John Taflan	Member
	Chuck Barton	CEO

ABSENT:	Brian Campbell	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. Caimano made a motion to approve the January 16, 2024 Board Meeting Minutes and Ms. Sullivan seconded. All voted in favor by voice vote.

Accounts Payables and Financial Analysis: Mr. Robinson reviewed the January payables, balance sheet and annual comparison income statement. He noted that the FMBF payable included both the December and January invoices and the Washington County Sewer Bill for \$2,602.42 needs to be included in the February payables, which was not on the list.

After addressing some questions on the financials, all approved the January payables and financial reports by roll call vote.

Master Plan Update – Mr. Bruno stated that a meeting will be held to review the draft RFP for completion of the engineering and construction on the sewer/water at the Canalside Energy Park.

Mr. Bruno also stated that a water leak in the switch house needs to be addressed and a fuse needs to be replaced at the substation. Hour Electric prepared a quote to repair the roof seams in the switch house and remove the faulty fuse and purchase a new one.

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

Mr. Barton explained that the quote totals approximately \$3,500 and this service falls under emergency procurement.

Mr. Caimano made a motion to approve the two emergency repairs and Mr. O'Brien seconded with all voting in favor by roll call vote.

Mr. Barton noted that a recorded easement is stating National Grid has responsibility for the tower where the faulty fuse is located and should reimburse the IDA for the fuse repair.

He also noted that further necessary testing and maintenance of the transformers on site will go out to bid and cost sharing with tenants will also be addressed at a later date.

Mr. O'Brien stated that the bridge replacement construction has been moved to 2026 in effort to accommodate the CHPE project.

Canalside Projects, Tenant Activity – Mr. Barton stated that TDI/CHPE/Kiewit has asked to lease additional space and discussions are under way.

Canalside Option Agreement – Mr. O'Brien stated that there are no updates.

Native Development Resolution – Ms. Lais stated that the Native Development project is behind schedule and is requesting to move the PILOT to begin in 2025. They are aware that the base value may change.

Mr. O'Brien made a motion to approve the resolution granting this request and Mr. Robinson seconded. Ms. Sullivan abstained from the vote and all others voted in favor by roll call vote.

Offer to Purchase Lot 32 – Mr. O'Brien stated that Hilltop Construction has offered the IDA \$25,000 to purchase lot 32 in the Airport Industrial Park.

Discussion ensued regarding the location of the lot, usable acreage, future marketability of the lot, the lot appraisal, deed restrictions and outdoor storage.

Mr. O'Brien made a motion to approve the offer from Hilltop Construction and Mr. Robinson seconded. With Mr. Caimano and Mr. Bruno opposing, all others voted in favor by roll call vote and the motion passed.

Member	Yes	No	Abstain	Absent
Craig Leggett	x			
Brian Campbell				x
Tim Robinson	x			
Ginny Sullivan	x			
Tricia Rogers	x			
Dan Bruno		x		
Juan Gonzales	x			
Nick Caimano		x		
Dave O'Brien	x			
Total	6	2	0	1

COUNTIES OF WARREN AND WASHINGTON
INDUSTRIAL DEVELOPMENT AGENCY

Staff Report – Mr. Barton reported that he has had nineteen engagements, year to date. Five have been in manufacture/distribution, two have been hotel-related, one has been in food/beverage, six have been tourism/recreation related, three in housing, and two in “other” fields.

For the pipeline, Mr. Barton noted that there are five draft applications in progress, nine applications in the works but not submitted, eight entities exploring applications and ten applications that are inactive.

Mr. Barton listed his recent activities, which included:

- Attended a Lake George High School civic engagement with seniors
- Attended the two-day EDC conference with Mr. Gonzales:

Mr. Barton participated in the *Economic Development, Marketing, and Strategic Communications* session, the *Tools and Trends in Economic Workforce Development* session, the *Navigating the Innovation Entrepreneurship Ecosystem in New York State* session, and the *Landscape of Project Financing* session.

Mr. Gonzales participated in the *Site Readiness - The Vision, the Strategy and the Tools to Win Industry to Your Area* session, *IDA Housing Best Practices* session, *Research Based Economic Development - Partnering with CATs and COEs Across New York State to Create Economic Opportunity* session, *NYS Semiconductor Study Overview and What Comes Next* session, and various other sessions. He had the opportunity to listen to NYS Senate Majority Leader Andrea Stewart-Cousins as well as other state political leaders discuss economic development for NYS.

Mr. Barton, and other members, thanked Mr. O’Brien for his mentorship and service to the IDA. Mr. O’Brien thanked the board for the support that was received during his time as Chair.

Other: Mr. O’Brien stated that there is interest in one of the Airport Industrial Park lots that was intended to be merged with surrounding lots. Therefore, he will be pulling that one lot and speaking with the Kingsbury Assessor for reclassifications. He noted that the new sewer calculations will increase the sewer cost on all the vacant lots.

Mr. Leggett stated that the North Warren Chamber of Commerce will be having a builder’s breakfast in late March to invite local builders to the North Warren area and discuss ways to reduce building costs. It will be hosted at the Town of Horicon.

Public Comments – There were no public comments.

Adjournment: There being no further business to discuss, Mr. Gonzales moved to adjourn and Mr. Caimano seconded with all other voting in favor by voice vote. The February IDA Board meeting was adjourned at 5:08 pm.