

COUNTIES OF WARREN AND WASHINGTON
INDUSTRIAL DEVELOPMENT AGENCY

NOTICE/AGENDA OF ANNUAL MEETING

Please take notice that the annual meeting of the Counties of Warren and Washington Industrial Development Agency will be held on **Tuesday, February 18, 2025**, at 3:30 PM, at the Warren County Municipal Building, for purposes of the following:

- I. Election of Officers**
- II. Appointment by Chairman of:**
 1. Two at-large members of Executive Committee
- III. Committees & Appointments**
 1. Audit & Finance Committee
 2. Governance Committee
 3. Executive Committee
 4. Appointment of Consultants and Official Newspaper
 - a) Agency Counsel (FitzGerald Morris Baker Firth, PC)
 - b) Agency's official newspaper (The Post Star)
 - c) Agency's official depository (Glens Falls National Bank)
- IV. PAAA Matters **Please refer to your physical manual or go to WWW.Warren-WashingtonIDA.com, Documents, Policies to review prior to this meeting*****
 1. Annual review/ratification of Policies:
 - a) Investment Policy
 - b) Procurement Policy
 - c) Disposition of Real Property Guidelines
 - d) Mission Statement
 - e) Performance Measurements
 - f) Code of Ethics
 - g) Compensation, Reimbursement and Attendance Policy
 - h) Defense and Indemnification Policy
 - i) FOIL Policy
 - j) Sexual Harassment Policy
 - k) Travel Policy
 - l) Whistleblower Policy
 - m) Organizational Chart
 - n) Statement regarding Lobbying
 - o) Discretionary Funds Policy
- V. Any other legal business that may come before the Agency**

**COUNTIES OF WARREN AND WASHINGTON
CIVIC DEVELOPMENT CORPORATION**

NOTICE/AGENDA OF ANNUAL MEETING

Please take notice that the annual meeting of the Counties of Warren and Washington Civic Development Corporation will be held on Tuesday, February 18, 2025, at 3:45 PM, at the Warren County Municipal Building, for purposes of the following:

- I. Election of Officers**
- II. Appointment/Announcement by Chairman of:**
 - 1) Two at-large members of Executive Committee
- III. Committee appointments**
 - 1) Governance Committee - same as IDA
 - 2) Executive Committee – same as IDA
 - 3) Audit & Finance Committee – same as IDA
- IV. Appointment of Consultants and Newspaper**
 - 1) Corporate Counsel (FitzGerald Morris Baker Firth, PC)
 - 2) Corporation's official newspaper (The Post Star)
 - 3) Corporation's official depository (Glens Falls National Bank)
 - 1) **PAAA Matters **Please refer to your physical manual or go to WWW.Warren-WashingtonIDA.COM, Documents, Policies to review prior to this meeting*****
 - 2) Annual review/ratification of Policies:
 - a) Investment Policy
 - b) Procurement Policy
 - c) Disposition of Real Property Guidelines
 - d) Mission Statement
 - e) Performance Measurements
 - f) Code of Ethics
 - g) Compensation, Reimbursement and Attendance Policy
 - h) Defense and Indemnification Policy
 - i) FOIL Policy
 - j) Sexual Harassment Policy
 - k) Travel Policy
 - l) Whistleblower Policy
 - m) Organizational Chart
 - n) Statement regarding Lobbying
 - o) Discretionary Funds Policy
- V. Any other legal business that may come before the Agency**

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

5 Warren Street, Suite 210, Glens Falls, NY 12801

Tel. (518) 792-1312

**Agenda for February 18, 2025 @ 4:00 PM
Warren County Municipal Building, 1340 State Route 9, Lake George**

- 1 Call to Order, Roll Call and Quorum Confirmation
- 2 Approval of the January 21st IDA Board Meeting Minutes
- 3 Treasurer
 - Accounts Payable Approval
 - Unaudited YTD Financial Reports
 - Transfer of funds to Money Market
- 4 Reports of Committees
 - Park Chair Update
 - Canalside Project Updates
 - Canalside Maintenance Updates
 - Canalside Tenant Activity
 - Airport Industrial Park Updates
- 5 Ongoing Business
 - Exit 19 Lodging Project Updates
- 6 New Business
 - F.W. Webb Company Incentive Application Acceptance Review
 - Wood Creek Holding LLC Incentive Application Acceptance Review
 - Adirondack Radiology Associates & Carey Road Medical Bldg. LLC Sales Tax Exemption Extension
- 7 Staff Report
 - CEO
 - Administrator
- 8 Public Comments
- 9 Executive Session
- 10 Adjourn

**COUNTIES OF WARREN AND WASHINGTON INDUSTRIAL DEVELOPMENT AGENCY
INDUSTRIAL DEVELOPMENT AGENCY - CURRENT ACCOUNTS PAYABLE**

<u>FitzGerald Morris Baker Firth, P.C.</u>		
General Services January		
Canalside Energy Park January		
FASTNY January		
<u>P. Hoffman Realty</u>		
Office Rent -February 2025		\$1,000.00
* <u>Spectrum</u>		
Monthly Phone and Internet Service		\$184.98
* <u>Payroll</u>		
Net Payroll - Jan	Barton	\$6,747.56
Net Payroll - Jan	Weaver	\$2,423.02
Net Payroll - Jan	Scully	\$184.70
Net Payroll - Jan	Fox	\$407.95
* <u>CDPHP</u>		
January Employee Health Insurance		\$3,436.69
* <u>First National Bank of Omaha</u>		
credit card charges - Office		\$655.28
credit card charges - Chuck		\$170.30
<u>National Grid</u>		
* Traffic Light Electricity		\$39.62
* Pumpstation (shared expense)		\$150.62
* Substation (partially reimbursable)		\$13,170.93
* <u>EFTPS</u>		
federal withholding tax		\$2,786.26
<u>Orbitalfire</u>		
Security Services January		\$67.84
<u>CBRE</u>		
Monthly commission on Kiewitt add'l acres		\$576.00
Monthly commission on soil storage acres		\$516.00
<u>LaBella (reimbursable)</u>		
Nov-Dec services (reimbursable)		\$5,367.50
<u>Edward J. Gallacher</u>		
Airport Industrial Park lot appraisals (remaining balance)		\$2,100.00
<u>Dept. Environmental Conservation</u>		
Annual Stormwater Regulation Fee for AIP		\$110.00
<u>ARCC</u>		
J. Walter Juckett event sponsorship		\$1,000.00
<u>WCC</u>		
Q3 2024 SMS Expense/Share		\$17,170.85
Washington County Sewer District		
Airport Industrial Park 2025 sewer charges		\$2,126.92
TOTAL:		\$60,393.02

* notates payment has already been made

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

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

The January Board Meeting for Warren Washington Industrial Development Agency was held on Tuesday, January 21, 2025, 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
Tricia Rogers	Secretary
Dan Bruno	Park Chair
John Taflan	Member
Jim Nolan	Member
Nick Caimano	Member
Ginny Sullivan	Member
Brian Campbell	Member

ABSENT:

Chuck Barton	CEO
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The following were also present:

Kara Lais, Esq.	FitzGerald Morris Baker Firth, PC
Charlie Tall	Supervisor of Dresden
Minutes were taken by: Alie Weaver	Office Administrator

Attendance was taken by roll call and quorum was confirmed.

Approval of December 16th IDA Board Meeting Minutes: Mr. Gonzales entertained a motion to accept the December 16th IDA Board meeting minutes.

Mr. Nolan motioned to approve the minutes as presented, and Mr. Bruno seconded, with all voting in favor by voice vote.

Accounts Payables and Financial Analysis: Mr. Robinson presented and reviewed the December Account Payables. With no comments or concerns, Mr. Bruno motioned to approve the payables and Mr. Nolan seconded. All voted in favor by roll call vote.

Mr. Robinson presented and reviewed the unaudited year-to-date financial reports. With no comments or concerns, Ms. Sullivan motioned to approve the financial reports as presented and Mr. Bruno seconded. All approved the December financial reports by roll call vote.

Mr. Gonzales noted that 2025 is the last full year of CHPE's lease income and the \$2 million economic development payment to the WWCDC is expected in late 2026 or early 2027.

Park Chair Updates: Mr. Bruno stated that WWIDA will be meeting with LaBella tomorrow to continue discussions regarding onsite sewer treatment. He noted that Washington County remains in pursuit alternative funding for HF1A.

Mr. Gonzales noted that alternative options continue to be researched for bringing water to Canalside.

COUNTIES OF WARREN AND WASHINGTON
INDUSTRIAL DEVELOPMENT AGENCY

Canalside Maintenance Updates: There were no new updates.

Canalside Tenant Activity: Mr. Bruno noted that during his recent visit to Canalside, Kiewit had two loaded trailers parked in front of the large building, hindering access. He also noted that Kiewit vehicle parking is being utilized in the lot between the two buildings, which he believed is not included in CHPE's lease agreement.

Discussion ensued regarding Kiewit's progress, and it was decided to have representatives attend a Board meeting in the spring for updates.

For the Airport Industrial Park: Mr. Gonzales noted that the appraisals for Canalside and the Airport Industrial Park are ongoing with expected completion by the end of February.

Ongoing Business: Mr. Gonzales stated that review of the Exit 19 Lodging project is not scheduled on the Queensbury Planning Board agenda for January. He reminded the Board that Queensbury Planning Board approval is contingent on scheduling the WWIDA public hearing.

New Legislation: Ms. Lais stated that there was an amendment made to General Municipal Law regarding additional criteria for project incentive consideration. This criterion consists of new projects offering childcare services within its facilities for employees. She noted it that was discretionary to the Board to consider the criteria for approval.

Ms. Lais recommended the reference of Section 874 to be included on page 2 under General Provisions of the Uniform Tax Exemption Policy.

ARCC Event Sponsorship: With Mrs. Rogers absent from the room, Mrs. Weaver brought before the Board an opportunity for WWIDA to sponsor \$1,000 for the J. Walter Juckett Dinner Event hosted by the Adirondack Regional Chamber of Commerce, noting this event draws key decision-makers in the business community.

Mr. Robinson made a motion to approve \$1,000 sponsorship for this event and Mr. Bruno seconded. All others voted in favor by voice vote.

CEO Staff Report – In Mr. Barton's absence, Mrs. Weaver noted that the Glens Falls Associates insurance premium for 2025 Canalside Energy Park coverage has a 5.6% increase from last year. This policy was assessed during the January meeting of the Executive/Park Committee, where it received approval and was subsequently forwarded to the Board. Additionally, it was recommended to issue a Request for Proposals next year to solicit quotes.

Mr. Nolan made a motion to approve the insurance premium and Mr. Bruno seconded. All voted in favor by roll call vote.

COUNTIES OF WARREN AND WASHINGTON
INDUSTRIAL DEVELOPMENT AGENCY

Mrs. Weaver referred to the New York State Energy Research and Development Authority (NYSERDA) report included in the meeting packet, where page 11 highlights Canalside Energy Park's strengths and weaknesses. This information will be stored in NYSERDA's site-selector database.

Mrs. Weaver noted that a WWIDA letter of support was also included in the meeting packets for the Hyde Collection grant application to New York State Council on the Arts aimed at renovating the Hoopes House.

Administrator Staff Report: Mrs. Weaver stated that the 2025 Town and County tax bills were mailed at the beginning of January and four payments and six project employment reports have been received so far.

Mrs. Weaver noted that the confidential board evaluation surveys were emailed last week and are due by the end of January.

Public Comments: There were no public comments.

Adjournment: With no other business to discuss, Mr. Robinson moved to adjourn, and Mr. Bruno seconded with all others voting in favor by voice vote. The January IDA Board meeting was adjourned at 4:40 pm.

02/03/25

WWIDA
Balance Sheet Prev Year Comparison
As of January 31, 2025



	Jan 31, 25	Jan 31, 24	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
GFNB Debit Card	0	0	0
200 - Cash			
- ICS Money Market Acct	1,852,356	1,763,925	88,431
Checking - NOW-10459405	428,939	184,108	244,831
Escrow - PILOTS 3528097	19,817	24,646	-4,828
Total 200 - Cash	2,301,113	1,972,679	328,433
220 - Checking CHPE 0736	7,018	0	7,018
Total Checking/Savings	2,308,131	1,972,680	335,451
Accounts Receivable			
379 - Accounts Receivable NBRC	-500	161,036	-161,535
380A - Accounts Receivable	61,271	28,111	33,160
380B - Accounts Receivable - PILOTS	5,114	15,011	-9,897
Total Accounts Receivable	65,886	204,158	-138,272
Other Current Assets			
Lease Receivable	306,467	558,866	-252,399
Prepaid Retirement	3,009	3,009	0
210 - Petty Cash	55	55	0
480 - Prepaid Insurance	4,265	4,265	0
481 - FE Water Escrow	7,500	0	7,500
Total Other Current Assets	321,297	566,196	-244,899
Total Current Assets	2,695,313	2,743,033	-47,720
Fixed Assets			
101 - Land	340,598	340,598	0
102 - Land-Canalside Energy Park	11,769,482	11,769,482	0
104 - Machinery and Equipment			
Furniture and Equipment	357	357	0
Office Equipment	1,614	1,614	0
Signs & Mailboxes	7,584	7,584	0
104 - Machinery and Equipment - Other	-357	-357	0
Total 104 - Machinery and Equipment	9,198	9,198	0
114 - Accumulated Depreciation	-9,198	-9,198	0
Total Fixed Assets	12,110,080	12,110,080	0
TOTAL ASSETS	14,805,393	14,853,113	-47,720
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
600 - Accounts Payable	5,478	3,968	1,509
Total Accounts Payable	5,478	3,968	1,509
Other Current Liabilities			
602 - Payroll Liabilities			
Federal W/H	-44	-224	180
Medicare - Employee	327	273	54
Social Security - Employee	682	475	206
State W/H	379	-181	560
602 - Payroll Liabilities - Other	242	242	0
Total 602 - Payroll Liabilities	1,585	584	1,001
631 - Due To Other Governments	20,266	136,200	-115,934

02/03/25

WWIDA
Balance Sheet Prev Year Comparison
As of January 31, 2025

2

	Jan 31, 25	Jan 31, 24	\$ Change
Total Other Current Liabilities	21,851	136,784	-114,934
Total Current Liabilities	27,328	140,753	-113,424
Long Term Liabilities			
Deferred Inflows of Resources	273,060	529,511	-256,451
Total Long Term Liabilities	273,060	529,511	-256,451
Total Liabilities	300,388	670,263	-369,875
Equity			
924 - Net Assets - Unrestricted	14,363,319	14,212,306	151,013
Net Income	141,686	-29,456	171,142
Total Equity	14,505,005	14,182,850	322,156
TOTAL LIABILITIES & EQUITY	14,805,393	14,853,113	-47,720

02/03/25

WWIDA
Profit & Loss Prev Year Comparison
 January 1 through January 31 2025

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	Jan 25	Jan 24	% Change
Ordinary Income/Expense			
Income			
Non-Operating Revenue			
Investment Earnings			
2401 · Interest Income			
2401.2 · Interest Income - Money Market	6,856	7,474	-8%
2401 · Interest Income - Other	0	6	-100%
Total 2401 · Interest Income	<u>6,856</u>	<u>7,481</u>	<u>-8%</u>
Total Investment Earnings	<u>6,856</u>	<u>7,481</u>	<u>-8%</u>
Total Non-Operating Revenue	<u>6,856</u>	<u>7,481</u>	<u>-8%</u>
Operating Revenue			
Canalside Lease Income	34,500	47,050	-27%
Charges For Services			
2116.1 · Project Fees - Existing	-400	300	-233%
2116.2 · Project Fees - New	0	-8,180	100%
2116.5 · Rail Usage Fees Recieved	46,147	-12,231	477%
2770 · Project - Legal Reimbursable	0	0	0%
Total Charges For Services	<u>45,747</u>	<u>-20,111</u>	<u>328%</u>
Total Operating Revenue	<u>80,247</u>	<u>26,939</u>	<u>198%</u>
Total Income	<u>87,102</u>	<u>34,420</u>	<u>153%</u>
Gross Profit	<u>87,102</u>	<u>34,420</u>	<u>153%</u>
Expense			
Nonoperating Expenses			
107 · Airport Industrial Park			
Property/Sewer/Water Taxes AIP	659	1,204	-45%
Total 107 · Airport Industrial Park	<u>659</u>	<u>1,204</u>	<u>-45%</u>
Total Nonoperating Expenses	<u>659</u>	<u>1,204</u>	<u>-45%</u>
Operating Expenses			
Other Operating Expenses			
Interest	3	0	100%
1910.4 · Insurance			
Liability/Commercial Insurance	4,981	0	100%
Workers' Comp Insurance	0	40	-100%
Total 1910.4 · Insurance	<u>4,981</u>	<u>40</u>	<u>12,353%</u>
6460.4 · Contractual Services			
Computer Related	267	286	-7%
Dues	60	0	100%
Marketing/PR	1,030	974	6%
Rent	1,000	1,000	0%
Subscriptions	586	662	-11%
Telephone and Internet	185	180	3%
Total 6460.4 · Contractual Services	<u>3,128</u>	<u>3,102</u>	<u>1%</u>
Total Other Operating Expenses	<u>8,112</u>	<u>3,142</u>	<u>158%</u>
Professional Service Contracts			
Engineering-Phase II & Wetlids	0	258	-100%
Legal			
Fees for Project	1,072	848	26%
Total Legal	<u>1,072</u>	<u>848</u>	<u>26%</u>
Total Professional Service Contracts	<u>1,072</u>	<u>1,106</u>	<u>-3%</u>
6460.45 · Staff Payroll - WWIDA	13,652	19,536	-30%
6460.5 · Supplies and Materials			
Misc Office Expenses			
Institution Fees	35	15	133%
Total Misc Office Expenses	<u>35</u>	<u>15</u>	<u>133%</u>
Office Supplies	<u>39</u>	<u>0</u>	<u>100%</u>

(4)

02/03/25

WWIDA
Profit & Loss Prev Year Comparison
 January 1 through January 31 2025

	Jan 25	Jan 24	% Change
Postage	73	0	100%
Total 6460.5 · Supplies and Materials	147	15	881%
7000 · Canalside Energy Park			
7001 · Canalside Expenses			
7002 · Realtor Fees	1,092	576	90%
7003 · Insurance	0	4,875	-100%
7005 · Land & Building Maintenance	0	0	0%
7006 · Special District Taxes	14,702	14,837	-1%
7007 · Electric			
7007.1 · Canalside Utility Reimbursement	-12,745	-3,318	-284%
7007 · Electric - Other	13,327	3,638	266%
Total 7007 · Electric	582	320	82%
7008 · Legal	64	128	-50%
7009 · Engineering			
7009.1 · Engineering Reimbursables	-98,283	0	-100%
7009 · Engineering - Other	0	10,985	-100%
Total 7009 · Engineering	-98,283	10,985	-995%
7013 · FAST NY Reimbursable	496	0	100%
Total 7001 · Canalside Expenses	-81,348	31,721	-357%
Total 7000 · Canalside Energy Park	-81,348	31,721	-357%
9000 · Employee Benefits			
Employee Benefit - Retirement	-0	0	-100%
Medicare - Company	497	274	82%
Social Security - Company	2,127	1,170	82%
Unemployment Insurance	29	0	100%
9010 · Employee Net Health Insurance	2,943	5,554	-47%
Total 9000 · Employee Benefits	5,596	6,998	-20%
Total Operating Expenses	-52,768	62,518	-184%
66900 · Reconciliation Discrepancies	0	154	-100%
Total Expense	-52,109	63,876	-182%
Net Ordinary Income	139,211	-29,456	573%
Net Income	139,211	-29,456	573%

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AMENDMENT MODIFICATION

This Amendment Modification (this "Amendment") is made as of the _____ day of _____, 2025 by and between **COUNTIES OF WARREN & WASHINGTON INDUSTRIAL DEVELOPMENT**, a Public Benefit Corporation of the State of New York, having an address and principal place of business at 5 Warren Street, Glens Falls, New York 12801 (the "Grantor"), and **NIAGARA MOHAWK POWER CORPORATION**, a New York corporation, having an address at 300 Erie Boulevard West, Syracuse, New York 13202 (the "Grantee").

WITNESSETH

WHEREAS, Grantor is the owner of a certain parcel of land in the Town of Fort Edward and Village of Fort Edward, County of Washington, State of New York, more particularly described in that certain deed dated January 20, 2022 and recorded in the Washington County Clerk's Office on February 22, 2022 as Instrument Number 2022-1101 and consists of land described as being part of Tax Parcel No./SBL No. 163.15-1-4 of the County of Washington, State of New York, commonly known as Towpath Lane – East (hereinafter the "Grantor's Land"); and

WHEREAS, Grantee is the owner of certain perpetual rights and easements for electric subtransmission purposes under, across and upon portions of the Grantor's Land being more particularly described in that certain recorded grant of easement from WCC LLC to Niagara Mohawk Power Corporation, dated May 2, 2007 and recorded with the Washington County Clerk's Office on July 31, 2007 in Book 2417 at Page 121 (the "Original Easement") as amended in that certain recorded Amendment to the Grant of Easement from WCC LLC to Niagara Mohawk Power Corporation, dated July 25, 2016 and recorded with the Washington County Clerk's Office on July 29, 2016 as Instrument Number 2016-106937 (the "Amendment"); and

WHEREAS, the parties wish to modify that portion of the Original Easement and Amendment to modify the parties' respective ownership and responsibilities relating to the certain electric components located within Grantor's substation.

NOW, THEREFORE, in consideration of One (\$1.00) Dollar, receipt of which is hereby acknowledged, and in further consideration of the mutual covenants and agreements herein, the parties hereto agree as follows:

1. The Original Easement and Amendment are hereby modified to delete the amended paragraph in its entirety and replacing it with the following paragraph:

This Easement as amended is hereby granted as a perpetual right and easement. The substation is that portion of the Facilities as shown on Exhibit B attached hereto (the "Substation"). The Substation is and shall remain the property of the Grantor, with the exception of components located on Grantor's subtransmission tower as shown and identified on Exhibit B. Grantor's components are as follows: insulator and tap wire; billing meter current transformer; and billing metering voltage transformer ("Grantee's Components"). The remainder of the Facilities are and shall remain the property of the

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Grantee. Grantor shall be solely responsible for the repair, maintenance, operation, construction and reconstruction of the Substation, including but not limited to the removal and/or cost of removal of the Substation. Except for Grantee's Components, Grantee and General Electric Company shall have no obligation to Grantor for maintenance, repair, operation and/or removal of the Substation or responsibility for the cost to do so and Grantee and General Electric Company are hereby released of such obligations by Grantor."

2. **Miscellaneous.** In the event of any inconsistencies between the Original Easement, Amended Easement and this Modification, the terms of this Modification shall control. Except as hereby modified in this Modification, all terms and conditions in the Original Easement shall remain in full force and effect. This Modification may be executed in any number of counterparts, all of which taken together shall constitute one and the same instrument, and any of the parties hereto may execute this Amendment by signing any such counterpart. Nothing contained herein shall be construed to amend or modify any of the rights, privileges, or obligations of any other party to any instrument referred to herein.

IN WITNESS WHEREOF, the parties have executed this Amendment under seal on the day and year first above written.

GRANTOR:

COUNTIES OF WARREN AND WASHINGTON
INDUSTRIAL DEVELOPMENT

By _____

Name: _____

Title: _____

State of _____)

ss:

County of _____)

On the _____ day of _____ in the year 2025 before me, the undersigned, a Notary Public in and for said state personally appeared _____ personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public

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GRANTEE:

NIAGARA MOHAWK POWER CORPORATION

By _____

Name: _____

Title: _____

State of _____)

SS:

County of _____)

On the _____ day of _____ in the year 2025 before me, the undersigned, a Notary Public in and for said state personally appeared _____ personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public

RETURN TO:

National Grid
Attn: Halina Gajewski, Lead Supv
Right of Way & Survey Dept.
1125 Broadway
Albany, New York 12204

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Exhibit B
Substation Demarcation Drawing

Procedure to Establish/Extend Water District in the Town of Fort Edward

Canalside Industrial Park

Action Item	Responsible Party	Statutory Reference
IDA to submit to the Town a signed petition and MPR (single owner)	IDA to prepare	Town Law 190-c and 192
Town to adopt Order and set public hearing date (Meeting #1)	IDA to prepare	Town Law 193
Town to publish order once not less than 10 days before but no more than 20 days before the date of the hearing	IDA to handle	Town Law 193
Town to post order on Town sign board and website	Town	Town Law 193
Town to file a copy of the certified Order with the Office of the State Comptroller (OSC permission to establish is not required)	IDA and Town to coordinate	Town Law 193
Town to conduct public hearing (Meeting #2)	Town	Town Law 190-c and 193
Town to adopt resolution establishing the district (Meeting #2)	IDA to prepare	Town Law 194
Town to file resolution with the State Dept of Audit & Control within 10 days of adoption	IDA and Town to coordinate	Town Law 194
Town to file resolution with the County Clerk within 10 days of adoption	IDA and Town to coordinate	Town Law 195