

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

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

Tel. (518) 792-1312

**Agenda for March 17th, 2025 @ 4:00 PM  
Washington County Municipal Building, 383 Broadway, Fort Edward NY**

- 1 Call to Order, Roll Call and Quorum Confirmation
- 2 Approval of the February 18th 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
  - Annual Ratification of the Official Depository of the Agency
- 6 New Business
  - F.W. Webb Company Inducement Resolution
  - Wood Creek Holding LLC Incentive Application Acceptance Review
- 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**

**FitzGerald Morris Baker Firth, P.C.**

General Services

Canalside Energy Park

FASTNY

**P. Hoffman Realty**

Office Rent -February 2025

\$1,000.00

**\* Spectrum**

Monthly Phone and Internet Service

\$184.98

**\* Payroll**

Net Payroll - Jan

Barton

\$6,968.00

Net Payroll - Jan

Weaver

\$2,600.36

Net Payroll - Jan

Scully

\$819.25

Net Payroll - Jan

Fox

\$232.40

**\* CDPHP**

January Employee Health Insurance

\$3,436.69

**\* First National Bank of Omaha**

credit card charges - Office

\$686.44

credit card charges - Chuck

\$117.59

**National Grid**

\* Traffic Light Electricity

\$40.17

\* Pumpstation (shared expense)

\$288.54

\* Substation (partially reimbursable)

\$19,848.15

**\* EFTPS**

federal withholding tax

\$2,991.34

**Orbitalfire**

Security Services January

\$67.84

**CBRE**

Monthly commission on Kiewitt add'l acres

\$576.00

Monthly commission on soil storage acres

\$516.00

**ARCC**

Q2 employee vision insurance

\$63.39

**NYSIF**

Premium Adjustment

\$245.09

**BlackDog**

Quarterl website maintenance

\$350.00

**Conti Appraisal & Consulting LLC**

Canalside Appraisal

\$9,500.00

**Mannix Marketing**

IP and Domain adjustments

\$112.50

**TOTAL:**

**\$50,644.73**

**\* notates payment has already been made**

①

**Warren Washington Industrial Development Agency**  
**5 Warren Street, Suite 210, Glens Falls, NY 12801**

The **Annual Meeting** of the Counties of Warren and Washington Industrial Development Agency was held on Tuesday, **February 18, 2025**, at the Washington County Municipal Center. The following were:

**PRESENT:** Juan Gozales, Chair  
Tim Robinson, Treasurer  
Dan Bruno, Park Chair  
Jim Nolan, Member  
Nick Caimano, Member  
Ginny Sullivan, Member  
Chuck Barton, CEO

**ABSENT:** Brian Campbell, Member  
Tricia Rogers, Secretary  
John Taflan, Vice Chair

***The following were also present:***

Kara Lais  
Minutes were taken by Alie Weaver

FitzGerald Morris Baker Firth, PC  
Office Administrator

The meeting was called to order at 3:30 pm. Attendance was taken, and a quorum was confirmed.

**Election of Agency Officers:**

Ms. Lais listed the following nominations for the WWIDA slate of officers: Juan Gonzales as Chair, John Taflan as Vice Chair, Tim Robinson as Treasurer, and Tricia Rogers as Secretary. She then opened the floor to receive any additional nominations.

There being no other nominations, Mr. Caimano made a motion to approve the slate of officers as nominated, and Mr. Bruno seconded. All voted in favor by roll call vote.

Chair Gonzales continued the meeting with the following appointments:

**At Large Member, Park Chair**

The stated appointment would be as follows: Dan Bruno – Warren County At-Large Member and Park Chair.

**Committee Appointments:**

Regarding Committee Appointments, Mr. Gonzales announced his appointments as follows:

Audit & Finance Committee: Mr. Robinson as Chair, Ms. Sullivan, Mr. Campbell, and Mr. Gonzales as alternate.

Executive Committee Members: Mr. Gonzales as Chair, Mr. Taflan as Vice Chair, Mr. Robinson as Treasurer, Ms. Rogers as Secretary, Mr. Bruno as Park Chair and At-Large Member.

Governance Committee Members: Mr. Nolan, Mr. Caimano, and Ms. Rogers.

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**Warren Washington Industrial Development Agency**  
**5 Warren Street, Suite 210, Glens Falls, NY 12801**

**Adoption/Ratification of Appointments:**

Mr. Robinson moved to accept The Post Star and The Chronicle as the Agency's official newspapers. Mr. Caimano seconded, and all others voted in favor by voice vote.

Mr. Bruno moved to accept Fitzgerald Morris Baker Firth PC as Agency Counsel. Mr. Robinson seconded, with all others voting in favor by voice vote.

With Ms. Sullivan abstaining from Arrow Bank as the Corporation's official depository, a voting quorum was not present. The Agency's official depository was tabled for the March Board meeting.

**PAAA Matters:**

Ms. Sullivan moved to accept the policies as is, Mr. Robinson seconded, and all voted in favor by voice vote.

- 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

**Adjournment:**

There being no further business to discuss, Mr. Bruno made a motion to adjourn the WWIDA Annual meeting, and Mr. Robinson seconded. With all others voting in favor by voice vote, the meeting was adjourned at 3:53 pm.



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

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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 18th, 2025, at the Warren County Municipal Building in Lake George at 4:00 pm. The following were:

<b>PRESENT:</b>	Juan Gonzales	Chair
	Tim Robinson	Vice Chair/Treasurer
	Dan Bruno	Park Chair
	Jim Nolan	Member
	Nick Caimano	Member
	Ginny Sullivan	Member
	Chuck Barton	CEO

<b>ABSENT:</b>	Brain Campbell	Member
	John Taflan	Vice Chair
	Tricia Rogers	Secretary

***The following were also present:***

Kara Lais, Esq.	FitzGerald Morris Baker Firth, PC
Bob Sears	Berkshire Hathaway Blake, Realty
John Crispino	Operations Manager, F.W. Webb
<b>Minutes were taken by:</b> Alie Weaver	Office Administrator

Attendance was taken by roll call and quorum was confirmed.

**Approval of January 21st IDA Board Meeting Minutes:** Mr. Gonzales entertained a motion to accept the January 21<sup>st</sup>, 2025 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 January Account Payables, which included four additional payments: FMBF for \$1,280.00, Associates of Glens Falls for \$1,669.00, RU Holmes for \$1,402.50, and LaBella for \$6,882.50. This increased the total payables to \$71,628.05.

Mr. Robison stated that the Washington County Sewer invoice only increased by \$35.00 from last year due to 2024 lot sales and merges.

With no comments or concerns, Mr. Bruno motioned to approve the payables, and Ms. Sullivan 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, Mr. Caimano motioned to approve the financial reports as presented, and Mr. Nolan seconded. All approved the January financial reports by roll call vote.

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

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**F.W. Webb Company Incentive Application Acceptance Review:** Mr. Barton introduced F.W. Webb's Operations Manager, John Crispino, to present an overview of their new project and answer questions.

Mr. Crispino stated they will relocate to 369 Corinth Road in Queensbury and expand with an additional 50,000 to 70,000 square feet for stocking space and a showroom. Construction is planned to begin in April and completed in June 2026. They will be selling their current location. Due to this expansion, Mr. Crispino noted that WWIDA's incentives will expedite the creation of jobs.

Mr. Barton stated that the total project cost is \$20 million, with the construction costs being \$15 million. The draft calculations estimate \$987,000 in incentives for real property taxes over ten years and \$560,000 in sales and use tax exemptions.

The draft cost benefits estimate \$6 million in wages and benefits, \$9.2 million in construction labor, \$6 million in construction material purchased in New York State, and \$1.6 million in PILOT tax payments, all over the course of ten years.

Mr. Barton noted that the final calculation of incentives and benefits will be completed after they meet with the Town of Queensbury to confirm the base amount. Upon WWIDA application approval and Queensbury Planning Board approval, a public hearing will be scheduled.

Mr. Robinson moved to approve the resolution to accept the application and authorize a public hearing, and Mr. Nolan seconded. All voted in favor by roll call vote.

**Park Chair Updates:** Canalside Water: Mr. Barton stated that LaBella has investigated potential alternative water sources, and it was determined that the East Street connection is the least expensive option for supplying water to Canalside.

Mr. Barton stated that the legal process for the water district formation could take a couple of months to complete, noting that meetings and a public hearing will need to be held with the Town and Village of Fort Edward to finalize the inter-municipal agreement. Ms. Lais stated that she is scheduling a meeting with Town and Village officials to begin this process.

Mr. Barton also stated that the Village of Fort Edward has reviewed the Map Plan Report, and their engineer's comments will be incorporated into LaBella's final report.

Canalside Wastewater: Mr. Barton stated that Washington County has included a request for sewer stormwater offset funding in its most recent draft state budget. The WWIDA will continue to work on the alternative of setting up an on-site treatment facility using the existing 25,000-square-foot building.

Canalside Substation Tower: Mr. Barton stated that National Grid requested that the substation tower's ownership be transferred back to WWIDA. The amendment modification was included in the meeting packet for review. Ms. Lais added that this amendment of easement of record clarifies the substation's responsibility.

Mr. Bruno moved to approve the modification amendment, and Mr. Robinson seconded. All voted in favor by roll call vote.

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

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**Canalside Maintenance Updates:** Mr. Bruno noted Mr. Sully's tree removal. Mr. Barton stated that further coordination with the Town regarding snow removal is underway.

**Canalside Tenant Activity:** Mr. Barton stated that the site continues to be very busy. He also noted that the appraisal should be completed and presented at the March Board meeting.

To stay informed, Mr. Gonzales pointed out that the Board meeting packets contained the minutes from the February Executive Park meeting and the most recent LaBella meeting.

Regarding the bridge, Mr. Gonzales stated that a letter was received from the New York State Department of Transportation stating that there are no concerns with the New York State Species Act.

**Airport Industrial Park:** Mr. Barton stated that the party previously interested in the lots at the end of Furguson Lane has decided to pursue another site. He noted the discussion on listing this property will be held in Executive Session.

Mr. Gonzales reminded the Board about the New York State Wetland Regulations that Mr. Barton had emailed the Board for updated information.

**Ongoing Business:** Mr. Barton stated that the Exit 19 Lodging project has not yet been presented to the Queensbury Planning Board.

**New Business:** Mr. Gonzales stated that the **Wood Creek Holding, LLC** incentive application acceptance review has been rescheduled for the March Board meeting.

Ms. Lais stated that **Adirondack Radiology Associates and Carey Road Medial Building, LLC** requested a sales tax exemption extension due to construction being behind schedule. They forecast the project's completion by July 31, 2025.

Mr. Nolan motioned to approve Adirondack Radiology Associates and Carey Road Medical Building, LLC's sales tax exemption extension to July 31, 2025. Mr. Robinson seconded, and all voted in favor by roll call vote.

Regarding the **Greenwich Preservation Project**, Ms. Lais stated that it closed about five years ago and included two facilities: a restaurant and an office building. The owner is looking to sell the office building to a current tenant and is requesting PILOT reassignment to the new owner. She noted that there would not be any changes in the use of this building.

Mr. Gonzales noted that five years remain on the PILOT, with total exemptions estimated at \$5,000. The buyer has agreed to cover WWIDA and legal fees.

A brief discussion ensued on the project's eligibility for reassignment, and it was agreed that the PILOT's responsibilities would be transferred to the new owner and in keeping with its original purpose.

Mr. Bruno motioned to approve the PILOT reassignment for 73 Main Street, Greenwich, and Ms. Sullivan seconded. All voted in favor by roll call vote.



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

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**CEO Staff Report**—Mr. Barton reported that he has had ten engagements year-to-date. Three have been in manufacturing/distribution, two related to tourism/recreation, two related to housing/mixed-use, one related to energy, and two in “other” fields.

Regarding the project pipeline, three applicants are under review/acceptance, two are actively working on their applications, six are possible applicants, seven businesses are undecided/exploring at this time, and at least fifteen projects have gone inactive within the past year.

Mr. Barton listed his recent activities from December 17<sup>th</sup> through today, which included:

- Attended the Greenwich Chamber and Lake George Regional Chamber holiday parties
- Attended the Glens Falls Comprehensive Plan Community Feedback Session at Crandall Library
- Attended the Johnsburg Town Board meeting regarding the North Creek sewer district project
- Attended the ARCC Legislature’s breakfast
- Provided feedback pertaining to the inclusion of private sector involvement in the Warren County Outdoor Recreation Study draft
- Attended the NYS Economic Development Council with Mr. Gonzales

Regarding the NYS Economic Development Council Conference, Mr. Barton stated that the sessions he attended pertained to economic development metrics, public relations strategies, and 2025+ site selection.

Mr. Gonzales noted that these conferences are a great way to learn about what other IDAs are doing and would be beneficial to emulate in our area.

**Administrator Staff Report:** Mrs. Weaver stated that three projects have not yet paid their 2025 Town and County tax bills. She noted that the New York State Insurance Fund performed a payroll audit, and the WWIDA and WWCDC annual audit is currently being performed remotely by EFPR Group. She also noted that there have been eight responses to the annual board performance evaluation survey.

**Public Comments:** There were no public comments.

**Executive Session:** Ms. Lais stated the purpose of this executive session was to discuss the value of real property. Mr. Nolan motioned to go into Executive Session, and Mr. Caimano seconded with all voting in favor by voice vote.

**Post Executive Session:** Mr. Gonzales stated that no motions were entertained or passed during Executive Session. He entertained a motion to approve the sale prices of the WWIDA Airport Industrial Park lots, as stated in the current appraisal.

Mr. Bruno moved to approve the prices, and Mr. Nolan seconded, all voting in favor by roll call vote.

**Adjournment:** With no other business to discuss, Mr. Robinson moved to adjourn, and Mr. Caimano seconded, with all others voting in favor by voice vote. The February IDA Board meeting was adjourned at 5:12 pm.

**WWIDA**  
**Balance Sheet Prev Year Comparison**  
**As of February 28, 2025**

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	Feb 28, 25	Feb 29, 24	\$ Change
<b>ASSETS</b>			
Current Assets			
Checking/Savings			
GFNB Debit Card	0	0	0
200 · Cash			
- ICS Money Market Acct	1,858,950	1,771,431	87,519
Checking - NOW-10459405	419,128	255,812	163,316
Escrow - PILOTs 3528097	29,486	77,544	-48,058
Total 200 · Cash	2,307,563	2,104,787	202,776
220 · Checking CHPE 0736	7,018	0	7,018
Total Checking/Savings	2,314,581	2,104,787	209,794
Accounts Receivable			
379 · Accounts Receivable NBRC	-500	-4,830	4,331
379B · Accounts Receivable HUD	0	4,035	-4,035
380A · Accounts Receivable	54,866	30,149	24,717
380B · Accounts Receivable - PILOTS	-552	-668	116
Total Accounts Receivable	53,815	28,687	25,128
Other Current Assets			
Lease Receivable	285,012	558,866	-273,855
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	299,841	566,196	-266,355
Total Current Assets	2,668,237	2,699,669	-31,432
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
<b>TOTAL ASSETS</b>	<b>14,778,317</b>	<b>14,809,750</b>	<b>-31,432</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
Accounts Payable			
600 · Accounts Payable	113	6,619	-6,507
Total Accounts Payable	113	6,619	-6,507
Other Current Liabilities			
602 · Payroll Liabilities			
Federal W/H	4	-224	228
Medicare - Employee	342	273	69
Social Security - Employee	745	475	270
State W/H	990	389	601
602 · Payroll Liabilities - Other	242	242	0
Total 602 · Payroll Liabilities	2,322	1,154	1,168



**WWIDA**  
**Balance Sheet Prev Year Comparison**  
**As of February 28, 2025**

	Feb 28, 25	Feb 29, 24	\$ Change
631 · Due To Other Governments	29,339	77,065	-47,727
Total Other Current Liabilities	31,661	78,220	-46,559
Total Current Liabilities	31,774	84,839	-53,065
Long Term Liabilities			
Deferred Inflows of Resources	253,555	529,511	-275,955
Total Long Term Liabilities	253,555	529,511	-275,955
Total Liabilities	285,329	614,349	-329,020
Equity			
924 · Net Assets - Unrestricted	14,317,022	14,212,306	104,716
Net Income	175,967	-16,906	192,872
Total Equity	14,492,988	14,195,400	297,588
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>14,778,317</b>	<b>14,809,750</b>	<b>-31,432</b>

**WWIDA**  
**Profit & Loss Prev Year Comparison**  
**January 1 through February 28 2025**

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	Jan - Feb 25	Jan - Feb 24	% Change
<b>Ordinary Income/Expense</b>			
Income			
Non-Operating Revenue			
Investment Earnings			
2401 - Interest Income			
2401.2 - Interest Income - Money Market	13,449	14,980	-10%
2401 - Interest Income - Other	12	13	-11%
Total 2401 - Interest Income	13,461	14,993	-10%
Total Investment Earnings	13,461	14,993	-10%
Total Non-Operating Revenue	13,461	14,993	-10%
Operating Revenue			
Canalside Lease Income	67,049	71,700	-7%
Charges For Services			
2116.1 - Project Fees - Existing	-100	7,800	-101%
2116.2 - Project Fees - New	30,798	-8,180	477%
2116.4 - Application Fees	3,000	0	100%
2116.5 - Rail Usage Fees Recieved			
2116.6 - WCC Share	-17,072	0	-100%
2116.5 - Rail Usage Fees Recieved - Other	46,147	-12,231	477%
Total 2116.5 - Rail Usage Fees Recieved	29,075	-12,231	338%
2770 - Project - Legal Reimbursable	16,500	0	100%
Total Charges For Services	79,272	-12,611	729%
Total Operating Revenue	146,321	59,089	148%
Total Income	159,782	74,083	116%
Gross Profit	159,782	74,083	116%
Expense			
Nonoperating Expenses			
107 - Airport Industrial Park			
Property/Sewer/Water Taxes AIP	2,786	3,917	-29%
107 - Airport Industrial Park - Other	2,100	0	100%
Total 107 - Airport Industrial Park	4,886	3,917	25%
Total Nonoperating Expenses	4,886	3,917	25%
Operating Expenses			
Other Operating Expenses			
Interest	7	0	100%
1910.4 - Insurance			
Public Officials Liability	1,669	0	100%
Workers' Comp Insurance	0	40	-100%
Total 1910.4 - Insurance	1,669	40	4,073%
6460.4 - Contractual Services			
Computer Related	448	364	23%
Dues	120	63	89%
Marketing/PR	1,100	1,224	-10%
Rent	2,000	2,000	0%
Subscriptions	866	1,005	-14%
Telephone and Internet	370	360	3%
Total 6460.4 - Contractual Services	4,904	5,016	-2%
Total Other Operating Expenses	6,580	5,056	30%
Professional Service Contracts			
Engineering-Phase II & Wetlids	83	1,145	-93%
Legal			
Fees for Project	0	2,000	-100%
General	1,696	0	100%
Total Legal	1,696	2,000	-15%
Total Professional Service Contracts	1,779	3,145	-44%
6460.45 - Staff Payroll - WWIDA	27,997	32,589	-14%
6460.5 - Supplies and Materials			
Misc Office Expenses			
Institution Fees	35	15	133%
Total Misc Office Expenses	35	15	133%
Office Supplies	355	115	208%
Postage	146	75	95%
Total 6460.5 - Supplies and Materials	536	205	162%
7000 - Canalside Energy Park			

**WWIDA**  
**Profit & Loss Prev Year Comparison**  
**January 1 through February 28 2025**

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	Jan - Feb 25	Jan - Feb 24	% Change
<b>7001 · Canalside Expenses</b>			
7002 · Realtor Fees	2,184	1,152	90%
7003 · Insurance	4,981	4,875	2%
7005 · Land & Building Maintenance	0	4,469	-100%
7006 · Special District Taxes	14,702	14,837	-1%
7007 · Electric			
7007.1 · Canalside Utility Reimbursement	-32,039	-8,674	-269%
7007 · Electric - Other	33,402	9,381	256%
<b>Total 7007 · Electric</b>	<b>1,362</b>	<b>706</b>	<b>93%</b>
7008 · Legal	64	304	-79%
7009 · Engineering			
7009.1 · Engineering Reimbursables	-91,401	0	-100%
7009 · Engineering - Other	1,320	8,846	-85%
<b>Total 7009 · Engineering</b>	<b>-90,081</b>	<b>8,846</b>	<b>-1,118%</b>
7013 · FAST NY Reimbursable	1,152	0	100%
<b>Total 7001 · Canalside Expenses</b>	<b>-65,635</b>	<b>35,188</b>	<b>-287%</b>
<b>Total 7000 · Canalside Energy Park</b>	<b>-65,635</b>	<b>35,188</b>	<b>-287%</b>
<b>9000 · Employee Benefits</b>			
Employee Benefit - Retirement	641	-0	6,411,900%
Medicare - Company	212	448	-53%
Social Security - Company	905	1,917	-53%
Unemployment Insurance	29	0	100%
9010 · Employee Net Health Insurance	5,885	8,199	-28%
<b>Total 9000 · Employee Benefits</b>	<b>7,672</b>	<b>10,564</b>	<b>-27%</b>
<b>Total Operating Expenses</b>	<b>-21,071</b>	<b>86,748</b>	<b>-124%</b>
66900 · Reconciliation Discrepancies	0	324	-100%
<b>Total Expense</b>	<b>-16,185</b>	<b>90,988</b>	<b>-118%</b>
<b>Net Ordinary Income</b>	<b>175,967</b>	<b>-16,906</b>	<b>1,141%</b>
<b>Net Income</b>	<b>175,967</b>	<b>-16,906</b>	<b>1,141%</b>

03/10/25

WWIDA  
Balance Sheet  
As of February 28, 2025

(11)

	Feb 28, 25
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
GFNB Debit Card	0.10
200 · Cash	
- ICS Money Market Acct	1,858,949.90
Checking - NOW-10459405	419,127.56
Escrow - PILOTs 3528097	29,485.79
Total 200 · Cash	2,307,563.25
220 · Checking CHPE 0736	7,017.92
Total Checking/Savings	2,314,581.27
Accounts Receivable	
379 · Accounts Receivable NBRC	-499.61
380A · Accounts Receivable	54,866.44
380B · Accounts Receivable - PILOTS	-552.21
Total Accounts Receivable	53,814.62
Other Current Assets	
Lease Receivable	285,011.77
Prepaid Retirement	3,009.25
210 · Petty Cash	55.10
480 · Prepaid Insurance	4,265.03
481 · FE Water Escrow	7,500.00
Total Other Current Assets	299,841.15
Total Current Assets	2,668,237.04
Fixed Assets	
101 · Land	340,598.16
102 · Land-Canalside Energy Park	11,769,482.00
104 · Machinery and Equipment	
Furniture and Equipment	357.13
Office Equipment	1,614.49
Signs & Mailboxes	7,583.50
104 · Machinery and Equipment - Other	-357.38
Total 104 · Machinery and Equipment	9,197.74
114 · Accumulated Depreciation	-9,197.74
Total Fixed Assets	12,110,080.16
<b>TOTAL ASSETS</b>	<b>14,778,317.20</b>

	Feb 28, 25
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
600 · Accounts Payable	112.50
Total Accounts Payable	112.50
Other Current Liabilities	
602 · Payroll Liabilities	
Federal W/H	3.52
Medicare - Employee	341.65
Social Security - Employee	745.49
State W/H	989.74
602 · Payroll Liabilities - Other	241.87
Total 602 · Payroll Liabilities	2,322.27
631 · Due To Other Governments	29,338.81
Total Other Current Liabilities	31,661.08
Total Current Liabilities	31,773.58
Long Term Liabilities	
Deferred Inflows of Resources	253,555.26
Total Long Term Liabilities	253,555.26
Total Liabilities	285,328.84
Equity	
924 · Net Assets - Unrestricted	14,317,021.68
Net Income	175,966.68
Total Equity	14,492,988.36
TOTAL LIABILITIES & EQUITY	14,778,317.20



**Counties of Warren and Washington Industrial Development Agency**

Resolution No. \_\_\_\_\_  
Adopted March 17, 2025

Introduced by \_\_\_\_\_  
who moved its adoption.

Seconded by \_\_\_\_\_

**RESOLUTION TAKING ACTION TOWARD UNDERTAKING A CERTAIN PROJECT,  
AS DEFINED HEREIN, APPOINTING F.W. WEBB COMPANY (THE "COMPANY")  
OR ITS ASSIGNS AS AGENT OF THE AGENCY FOR THE PURPOSE OF  
CONSTRUCTING AND EQUIPPING THE PROJECT FACILITY (AS DEFINED  
HEREIN) AND AUTHORIZING THE EXECUTION AND DELIVERY OF A PROJECT  
AGREEMENT AND LEASE AGREEMENT AND RELATED DOCUMENTS, BY AND  
BETWEEN THE AGENCY AND THE COMPANY**

WHEREAS, the Counties of Warren and Washington Industrial Development Agency (the "Agency") is a body corporate and politic duly organized and existing under Sections 856 and 890-c of the General Municipal Law ("GML") of the State of New York (the "State"), with its principal place of business at 5 Warren Street, Glens Falls, New York; and

WHEREAS, F.W. Webb Company, a business corporation established pursuant to the laws of the Commonwealth of Massachusetts and authorized to do business in New York, having an address of 160 Middlesex Turnpike, Bedford, MA 01730 or its assigns (the "Company") has requested that the Agency provide financial assistance in the form of a real property tax abatement and a sales tax abatement regarding a certain industrial project (the "Project") to consist of: (i) the acquisition by the Agency of a leasehold interest in certain real property located at 369 Corinth Road in the Town of Queensbury, County of Warren, New York and being known as tax map parcel number 308.16-2-14.2 (the "Land"); (ii) the planning, design, construction, operation and maintenance by the Company of an approximately 101,600+/- square foot warehouse facility (the "Improvements"); (iii) the acquisition of and installation in and around the Land and Improvements by the Company of machinery, equipment, fixtures and other items of tangible personal property (the "Equipment" and, collectively with, the Land and the Improvements, the "Facility") to be used as a warehouse and office space for F.W. Webb Company; and (iv) entering into a straight lease transaction (within the meaning of subdivision (15) of Section 854 of the Act), pursuant to which the Agency will retain a leasehold interest in the Facility for a period of time and sublease such interest in the Facility back to the Company (the "Straight Lease Transaction"), all pursuant to Title 1 of Article 18-A of the General Municipal Law of the State of New York, Chapter 862 of the Laws of 1971 of the State of New York (collectively, the "Act"), as amended; and

WHEREAS, the Land is or will be owned by RAM Construction of Massachusetts, LLC, a limited liability company established pursuant to the laws of the Commonwealth of Massachusetts and authorized to do business in New York; and

(A) The Agency has been vested with all powers necessary and convenient to carry out and effectuate the purposes of the Act and to exercise all powers granted to it under the Act.

(B) The Project constitutes a "project", as that quoted term is defined in the Act.

(C) The acquisition, construction and installation of the Facility and the lease of the Facility to the Company (i) will promote and maintain the job opportunities, health, general prosperity and economic welfare of the citizens of the State of New York and the Counties of Warren and Washington and improve their standard of living.

(D) The Project will result in the abandonment of a facility of the Company located in the Town of Queensbury, State of New York but such closure and relocation in the Town is necessary to preserve the Company's competitive position in the industry. The Company has indicated the closure of the existing facility is necessary since the Company is unable to expand at its current location and its current location is at capacity. The Agency hereby makes these determinations concerning the Project due to the Findings Statements, a copy of which is incorporated herein and attached hereto by reference.

(E) The location of the site of the Project is acceptable to the Agency.

(F) The Facility is not known by the Agency to be in material violation of the local zoning laws and planning regulations of the Town of Queensbury and all regional and local land use plans for the area in which the Facility shall be located.

(G) The Facility and the operations of the Company are not known by the Agency to cause or result in the violation of the health, labor, environmental or other laws of the United States of America, the State of New York, the County of Warren or the Town of Queensbury.

(H) The Project is a "Unlisted Action" under SEQRA for which the Town of Queensbury Planning Board (the "Planning Board") has acted as lead agency. On or about August 27, 2024, the Planning Board reviewed the Project Site Plan Application submitted on behalf of the Company and approved said Site Plan, and issued its Negative Declaration finding that the Project will not have a significant impact on the environment; and (ii) the Agency has thoroughly reviewed the environmental assessment form, negative declaration and related supporting information presented to the Agency within the Company's Application for Assistance in order to determine whether the Project might have any potential significant adverse impacts upon the environment. After conducting this review, the Agency has determined that the acquisition, construction and equipping of the Project Facility are consistent with social, economic and other essential considerations and will not result in any significant adverse impacts on the environment. The Agency hereby ratifies the findings and Negative Declaration of the Town of Queensbury Planning Board. In doing so, the Agency satisfies the requirements of Part 617 of Title 6 of the New York Code of Rules and Regulations and no further SEQRA review is required for the Project.

(I) The Agency further determines that the Project will consist of a private investment

WHEREAS, under Article 18-A of the General Municipal Law (the "Act"), the Legislature of the State of New York has granted the Agency the power and authority to undertake the Project, as the Act authorizes the Agency to promote, develop, encourage and assists projects such as this Project and to advance job opportunities, health, general prosperity and economic welfare of the people of the State of New York; and

WHEREAS, the Project will require the Agency and the Company to enter into an agreement whereby the Company or its assigns will acquire, by lease, and construct the Project Facility and the Agency will lease the Project Facility to the Company; and

WHEREAS, the Company has agreed to indemnify the Agency against certain losses, claims, expenses, damages and liabilities which may arise in connection with the transactions contemplated by the lease of the Facility; and

WHEREAS, a lease agreement (the "Lease Agreement") with respect to the Project, along with certain financing documents, will be executed by and between the Company and the Agency; and

WHEREAS, the Project will result in the abandonment of one or more facilities of the Company but the Company has indicated in its application that such relocation within the Town is necessary to preserve its competitive position in the industry; and

WHEREAS, the Agency is a state agency under Section 8-0105 of the Environmental Conservation Law of the State of New York and the Project is an action under Article 8 of said law (Article 8 hereinafter being referred to as the "State Environmental Quality Review Act" or "SEQRA") and under 6 NYCRR Part 617, §§ 617.2(b) and 617.3(g); and

WHEREAS, the Company has submitted to the Agency, and the Agency has reviewed information needed to determine whether or not the Project will have a significant impact on the environment; and

WHEREAS, the construction and installation of the Project Facility has not been commenced; and

WHEREAS, the Agency conducted a public hearing on March 17, 2025 pursuant to Article 18-A of the New York State General Municipal Law (the "Law") before taking official action relating to the Project.

NOW, THEREFORE, BE IT RESOLVED:

SECTION 1. Findings. The Agency has reviewed the application to determine compliance with the requirements of the Act and based on the representations of the Company to the Agency in said application and elsewhere, the Agency hereby makes the following findings and determinations with respect to the Project:



of approximately \$20,130,537.00 and the Agency hereby determines this to be a Material Term, as defined in the Agency's Recapture of Benefits Policy, as amended from time to time, for the purposes of monitoring in accordance with the policies and procedures of the Agency; and

(J) Undertaking the Project will allow for the retention of forty (40) full time equivalent job opportunities and will lead to the creation of eight (8) full time equivalent job opportunities for the inhabitants of the Counties of Warren and Washington and in the State of New York and will also attract new medical staff to the area, the Agency hereby determines this to be a Material Term, as defined in the Agency's Recapture of Benefits Policy, as amended from time to time, in its determination to approve the Project and will require the Company to annually report its job numbers as required by law.

(K) Undertaking the Project will lead to the creation of approximately 125 construction jobs that the Company advised will be filled by construction companies employing people primarily in the Counties of Warren and Washington.

SECTION 2. Project Agreement. The proposed project agreement by and between the Agency and the Company (the "Project Agreement"), a copy of which is incorporated by reference and is approved as to substance and form. The proposed agreement outlines the Agency's and the Company's rights and duties with respect to the undertaking of the Project. Subject to such changes as the Chairman of the Agency, upon advice of counsel, may reasonably deem necessary, the Chairman is authorized to execute the Project Agreement. Execution shall be conclusive evidence that the Agency has approved the Project Agreement. Subject to the terms and provisions of the Project Agreement, the Agency shall: (1) acquire an interest in, construct and install the Project Facility and (2) lease the Project Facility to the Company pursuant to an agreement or agreements whereby the Company will obligate itself, among other things, to undertake the Project on behalf of the Agency.

### SECTION 3. Company Appointed Agent of Agency.

(A) The Company is hereby appointed the true and lawful agents of the Agency to:

- (1) construct and install the Project Facility;
- (2) make, execute, acknowledge, and deliver all contracts, orders, receipts, instructions, and writings needed to complete the Project; and
- (3) do all other things requisite and proper for the completion of the Project.

(B) The Company is authorized to proceed with the acquisition, construction and installation of the Project Facility, subject to receiving appropriate municipal approvals needed prior to commencement of construction, and to advance such funds as may be necessary to accomplish these goals.

(C) The Company is also authorized to appoint third party agents to undertake the Project and thereby make available to such third party agents an exemption from New York State sales and use taxes in connection with undertaking the Project. This provision is

subject to the Company entering into an Agent Agreement with the Agency.

(D) The Agency hereby authorizes exemptions from State and local sales and use taxes for purchases and rentals related to the undertaking of the Project in an amount not to exceed Five Hundred Sixty Thousand Dollars (\$560,000.00), based on eligible Project costs of Eight Million Dollars (\$8,000,000.00); which exemption shall expire May 31, 2026, unless otherwise extended by the Agency.

(E) The Agency hereby approves of the Agent Agreement, a copy of which is incorporated herein by reference, with the Company which shall be subject to the termination and recapture of benefits policy of the Agency. The Agency further authorizes the execution and delivery of the Agent Agreement, the Chairman, and any additional documents relative thereto.

(F) The Agency hereby acknowledges that there shall be no mortgage recording tax exemption.

SECTION 4. Payment in Lieu of Tax (PILOT) Agreement. The Agency's approval is subject to the Company or its assigns entering into a PILOT Agreement with the Agency whereby the Company or its assigns agree to make payments in lieu of taxes in any given year as if the Company or its assigns were the owner of the Project and not the Agency. The Agency's approval is also subject to the Company agreeing to the terms of the Agency's Recapture of Benefits Policy.

The following PILOT schedule is consistent with the Agency's uniform policy is a partial real property tax abatement through a PILOT Agreement pursuant to which the Company would make payments in lieu of real property taxes to the Affected Tax Jurisdictions for a term of 10 years with a 50% exemption of real property taxes on the value of the improvements for years 1 through 5 and a 25% exemption of real property taxes on the value of the improvements for years 6 through 10.

The total Base Value for the parcel shall be \$1,066,000.00 for the term of the PILOT.

At all times, including during the term of the PILOT Agreement, the Company shall be responsible for the full payment of water and sewer assessments, as may be applicable and any other special district assessments.

The estimated real property tax benefit during the term of the PILOT Agreement is \$987,368.00, based on calculations using the current tax rates and assessed values, without escalation.

SECTION 5. Administrative and Legal Fees. The Company will pay all costs incurred by the Agency, including but not limited to attorney's fees, which arise out of Company's Application for Financial Assistance, whether or not such assistance is ultimately issued. Agency's attorney's fees will be calculated at a time rate of \$375.00 per hour for attorney's time and \$125.00 per hour for senior legal assistant's time, plus disbursements. Upon closing of all of the Project documents, the Company will pay to the Agency an administrative fee (the "Administrative Fee") of



\$155,522.00 based upon an estimated Project cost of \$20,130,537.00 pursuant to the schedule set forth below and contained within the Company's Applications for Financial Assistance:

Up to First \$10,000,000	0.90%
Next \$10,000,000	0.65%
Next \$30,000,000	0.40%
Portion over \$50,000,000	0.25%

Following the completion of the Project Facility, the Company shall confirm, in writing, the actual Project cost. In the event that the total Project cost exceeds the estimate provided herein, the Agency may require the payment of the difference that would otherwise be due pursuant to the above-schedule.

SECTION 6. Public Inspection. A copy of this resolution and a copy of the Company's Application for Assistance, together with all other application materials not protected under applicable Freedom of Information Laws, shall be placed on file in the office of the Agency. Such documents shall be available for public inspection during normal business hours.

SECTION 7. Document Preparation. Counsel to the Agency is hereby authorized and directed to cooperate with counsel to the Company, as well as all other necessary parties in order to prepare the documents needed to undertake the Project and to effectuate the provisions of this Resolution.

SECTION 8. Distribution of Resolution. The Chairman of the Agency is hereby authorized to distribute copies of this resolution to the Company and all other persons requesting it.

SECTION 9. Public Hearing. A public hearing for this Project was duly authorized and held on March 17, 2025 in accordance with the provisions of Article 18-A of the General Municipal Law.

SECTION 10. Further Action. The Chairman of the Agency is authorized to take such further action as shall be necessary to give effect to and implement this resolution, including the execution of any and all necessary documents.

SECTION 11. Effective Date. This resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote by roll call and was thereupon declared duly adopted.

STATE OF NEW YORK     )  
                                      ) SS:  
COUNTY OF WARREN     )

This is to certify that I, Alie Weaver, Records Management Officer for the Counties of Warren and Washington Industrial Development Agency, do hereby certify that the foregoing is a true and correct copy and the whole thereof of a Resolution duly adopted by the Counties of Warren and Washington Industrial Development Agency, Glens Falls, New York on the \_\_\_\_ day of \_\_\_\_\_, 2025.

In witness whereof, I have hereto set my hand and affixed the official seal of the Counties of Warren and Washington Industrial Development Agency on this \_\_\_\_ day of \_\_\_\_\_, 2025

[SEAL]

\_\_\_\_\_  
Alie Weaver  
Counties of Warren and Washington  
Industrial Development Agency

Adopted \_\_\_\_\_, 2025

Introduced by \_\_\_\_\_  
who moved its adoption.

Seconded by \_\_\_\_\_

**RESOLUTION ACCEPTING AN APPLICATION FOR FINANCIAL ASSISTANCE  
SUBMITTED BY WOOD CREEK HOLDING LLC (THE "COMPANY") RELATING  
TO A CERTAIN PROJECT; AUTHORIZING A PUBLIC HEARING WITH RESPECT  
TO THE PROJECT; AND DESCRIBING THE FINANCIAL ASSISTANCE BEING  
CONTEMPLATED BY THE AGENCY WITH RESPECT TO THE PROJECT**

WHEREAS, Wood Creek Holding LLC, a limited liability company established pursuant to the laws of the State of New York, having an address of PO Box 87, Hampton, New York 12887 (the "Company") has requested that the Agency provide financial assistance in the form of a real property tax abatement, mortgage recording tax exemption and a sales tax abatement regarding a certain manufacturing and processing project (the "Project") to consist of: (i) the acquisition by the Agency of a leasehold interest in certain real property located at 9740 State Route 4 in the Town of Whitehall, County of Washington, New York and being known as tax map parcel number 60.-2-12 (the "Land"); (ii) the planning, design, construction, operation and maintenance by the Company of an approximately 5,600+/- square foot facility (the "Improvements"); (iii) the acquisition of and installation in and around the Land and Improvements by the Company of machinery, equipment, fixtures and other items of tangible personal property (the "Equipment" and, collectively with, the Land and the Improvements, the "Facility") to be leased to HQ Powder Coating Inc., a provider of metal finishing services; and (iv) entering into a straight lease transaction (within the meaning of subdivision (15) of Section 854 of the Act), pursuant to which the Agency will retain a leasehold interest in the Facility for a period of time and sublease such interest in the Facility back to the Company (the "Straight Lease Transaction"), all pursuant to Title 1 of Article 18-A of the General Municipal Law of the State of New York, Chapter 862 of the Laws of 1971 of the State of New York (collectively, the "Act"), as amended; and

WHEREAS, Section 859-a of the Act requires that prior to granting financial assistance of more than \$100,000.00 to any project, an Agency must (i) adopt a resolution describing the project and the financial assistance contemplated by the Agency with respect thereto, and (ii) hold a public hearing in the city, town or village where the project proposes to locate upon at least ten (10) days published notice and, at the same time, provide notice of such hearing to the Chief Executive Officer of each affected taxing jurisdiction within which the project is located; and

WHEREAS, the Agency is in the process of reviewing and considering the Company's Application requesting the Agency to provide financial assistance for the proposed Project (collectively the "Financial Assistance") in the form of (i) an exemption from all State and local sales and use taxes with respect to qualifying personal property included in and incorporated into

the Facility or used in the acquisition, construction or equipping of the Facility, (ii) an exemption for mortgage recording tax on eligible mortgages, and (iii) a real property tax abatement through a payment in lieu of tax agreement (the "PILOT Agreement") pursuant to the Agency's uniform tax exemption policy (the "UTEP"), pursuant to which the Company would make payments in lieu of real property taxes to each affected tax jurisdiction (the "Affected Tax Jurisdictions"), which shall be consistent with the UTEP of the Agency; and

WHEREAS, the Agency desires to (i) accept the Application; (ii) authorize the scheduling and conduct of a public hearing; and (iii) negotiate, but not enter into an Agent Agreement and Project Agreement, pursuant to which the Agency will designate the Company, as its agent for the purpose of acquiring, constructing and equipping the Project and a Lease Agreement and a Payment in Lieu of Tax Agreement with the Company with the Company.

**NOW, THEREFORE, BE IT RESOLVED:**

1. The Company has presented an Application in a form acceptable to the Agency. Based upon the representations made by the Company to the Agency in the Company's Application, the Agency hereby finds and determines that:

(a) Pursuant to the Act, the Agency has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and

(b) The Agency has the authority to take the actions contemplated herein under the Act; and

(c) The action to be taken by the Agency will induce the Company to develop the Project, thereby increasing employment opportunities in Warren and Washington Counties, New York, and otherwise furthering the purposes of the Agency as set forth in the Act; and

(d) The Project will result in the abandonment of one or more facilities of the Company but the Company has indicated in its application that such relocation within the County of Washington is necessary to preserve its competitive position in the industry; and

(e) The Project has a retail component pursuant to Article 28 of the Tax Law and pursuant to Section 862 of the General Municipal Law; however, the cost of the retail component of the Project does not meet the 33% cost threshold.

(f) The estimated total Project cost is \$915,000.00.

2. The proposed financial assistance being contemplated by the Agency includes (i) an exemption from all state and local sales and use taxes with respect to the qualifying personal property included within the Project or used in the acquisition, construction or equipping of the Project in the estimated amount of \$27,300.00 based on purchases in the amount of \$390,000.00;



(ii) a partial exemption from mortgage recording tax for qualifying mortgages in the estimated amount of \$5,470.00 based on mortgages in the approximate amount of \$437,500.00; and (iii) a partial real property tax abatement through a PILOT Agreement, pursuant to which the Company would make payments in lieu of real property taxes to the Affected Tax Jurisdictions, for a term of 10 years with an 100% exemption of real property taxes on the value of the improvements for years 1 through 5 and a 50% exemption of real property taxes on the value of the improvements for years 6 through 10. The PILOT has an estimated value of \$130,606.00, based on the current tax rates and assessed values, without escalation figures and calculations prepared by the Agency.

The Base Value for the parcel shall be the assessed value of the parcel as of March 1, 2025 for the term of the PILOT.

3. The Chairman, Vice Chairman and/or the Chief Executive Officer of the Agency are hereby authorized, on behalf of the Agency, to cause the issuance of public hearing notices, hold a public hearing in compliance with the Act and negotiate (but not execute or deliver) the terms of (A) the Agent Agreement and Project Agreement, whereby the Agency appoints the Company as its agent to undertake the Project, (B) an underlying Lease Agreement whereby the Company leases the Project to the Agency, (C) a related Lease Agreement conveying the Project back to the Company, (D) a PILOT Agreement, whereby the Company agrees to make certain payments-in-lieu-of real property taxes and (E) related documents; provided (i) the rental payments under the Agent Agreement and Lease Agreement include payments of all costs incurred by the Agency arising out of or related to the Project and indemnification of the Agency by the Company for actions taken by the Company and/or claims arising out of or related to the Project.

4. The Agency is hereby authorized to schedule and conduct a public hearing pursuant to Article 18-A of the General Municipal Law and at a date and time determined by the Chairman. The Agency hereby further authorizes the posting and publication of a Notice of Public Hearing for the Project in accordance with the Act and the Agency's policies and procedures.

5. This resolution shall take effect immediately.

The foregoing resolution was thereupon declared duly adopted.



STATE OF NEW YORK       )  
                                      ) SS:  
COUNTY OF WARREN       )

This is to certify that I, Alie Weaver, Records Management Officer for the Counties of Warren and Washington Industrial Development Agency, do hereby certify that the foregoing is a true and correct copy and the whole thereof of a Resolution duly adopted by the Counties of Warren and Washington Industrial Development Agency, Glens Falls, New York on the \_\_\_\_ day of \_\_\_\_\_ 2025.

In witness whereof, I have hereto set my hand and affixed the official seal of the Counties of Warren and Washington Industrial Development Agency on this \_\_\_\_ day of \_\_\_\_\_ 2025.

[SEAL]

\_\_\_\_\_  
Alie Weaver  
Counties of Warren and Washington  
Industrial Development Agency

## MEETING MINUTES

Project Number / Name	2243016 / Canalside W-WW	
Date & Time	March 5, 2025, 1:00 p.m.	
Location	LaBella Glens Falls office	
Attendees	WWIDA:	<input checked="" type="checkbox"/> (x) Juan Gonzales <input checked="" type="checkbox"/> (x) Chuck Barton <input type="checkbox"/> ( ) Dan Bruno <input checked="" type="checkbox"/> (x) Alie Weaver <input checked="" type="checkbox"/> (x) Kara Lais
	LaBella	<input checked="" type="checkbox"/> (x) Paul Guillet <input type="checkbox"/> ( ) Joe Fusillo <input type="checkbox"/> ( ) Barb Beall <input type="checkbox"/> ( ) Pierre Brissette <input checked="" type="checkbox"/> (x) Ted Donner <input checked="" type="checkbox"/> (x) Lydia Porras <input checked="" type="checkbox"/> (x) John Szarowski
	WCSD #2	<input type="checkbox"/> ( ) Kevin Gorman <input type="checkbox"/> ( ) Sean Doty (SDA)
	LGLCRPB	<input type="checkbox"/> ( ) Beth Gilles <input checked="" type="checkbox"/> (x) Jessica Leerkes
	Jarrett Engineering	<input type="checkbox"/> ( ) Bob Holmes
	Town of Fort Edward	<input type="checkbox"/> ( ) Terry Middleton
	Village of Fort Edward	<input type="checkbox"/> ( ) Mayor Matt Traver <input checked="" type="checkbox"/> (x) Matt Fuller <input type="checkbox"/> ( ) Dave Cutler <input type="checkbox"/> ( ) Bill Caprood <input checked="" type="checkbox"/> (x) Sean Doty (SDA)



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## REVIEW OF PREVIOUS ACTION ITEMS

#	Action Item	Resolution
1	Ted: circulate will-serve draft to team by Friday 2/21	See #4 below.
2	Kara: meeting with Town. Set for Wed 2/26 at 10:00.	Meeting happened. Reviewed draft agreement. No major issues. Kara will work with Matt on developing figures. Matt: spoke with Mayor. Village clerk is preparing sample numbers.
3	Ted: follow up with Derek Thorsland RE his thoughts on letter to DEC.	DEC is reviewing our prelim plan, should be responding soon. Exact schedule TBD.
4	Ted: develop water memo to document modeling and design.	LaBella is preparing memo to describe the approach, will be circulated. Hoping for before next meeting...
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## NEW DISCUSSION

#	Topic	Discussion Highlights
1	Water Design	<ul style="list-style-type: none"><li>• LaBella will review draft drawings with Dan Bruno.</li></ul>
2	Wastewater Design	<ul style="list-style-type: none"><li>• LaBella will review draft drawings with Dan Bruno.</li></ul>
3	Water District Formation	<ul style="list-style-type: none"><li>• Discussion from Matt and Kara. Conversations with Town and Village have both gone well.</li></ul>
4	Maintenance of water infrastructure.	<ul style="list-style-type: none"><li>• Chuck: it is important that water infrastructure be owned by municipal entity.</li><li>• Matt: Water Infrastructure should be dedicated to the Town District.</li><li>• Maintenance responsibilities will be outlined in the IMA.</li></ul>
5		<ul style="list-style-type: none"><li>•</li></ul>
6		<ul style="list-style-type: none"><li>•</li></ul>
7		<ul style="list-style-type: none"><li>•</li></ul>
8		<ul style="list-style-type: none"><li>•</li></ul>
9		<ul style="list-style-type: none"><li>•</li></ul>
10		<ul style="list-style-type: none"><li>•</li></ul>
11		<ul style="list-style-type: none"><li>•</li></ul>
12		<ul style="list-style-type: none"><li>•</li></ul>
13		<ul style="list-style-type: none"><li>•</li></ul>
14		<ul style="list-style-type: none"><li>•</li></ul>





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## NEW ACTION ITEMS

#	Action Item	Resolution
1	Matt: receive proposed district fee numbers from Village Clerk, update draft intermunicipal agreement, prepare draft bill template.	
2	Ted: meet with IDA (Dan Bruno) ASAP to review both W and WW design.	
3	Ted: following finalization of MPR, circulate draft to Sean Doty. Also circulate draft will serve letter.	
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## **NEXT MEETINGS**

- 3/19/2025 @ 1:00