

**Watertown Industrial Center Local Development Corporation
Board of Directors' Meeting
August 19, 2008
Minutes**

The Watertown Industrial Center Local Development Corporation held its regular board meeting on Tuesday, August 19, 2008 in the board room of the Jefferson County Job Development Corporation, 800 Starbuck Avenue, Watertown, New York.

Present: William Fulkerson, Donald Rutherford, Carolyn Fitzpatrick, John Doldo Jr., Paul Morgan

Others Present: Donald Alexander, Billy Soluri, Lyle Eaton, Peggy Sampson, and Rachel Hanley of the Watertown Daily Times

Excused: Robert Juravich, Nickolas Darling

Absent: None

- I. **Call to Order:** Mr. Rutherford called the meeting to order at 10:02 a.m.
- II. **Minutes:** The minutes of the meeting held June 24, 2008 were presented for approval. A motion was made by Ms. Fitzpatrick to approve the minutes as presented, seconded by Mr. Fulkerson. All in favor. Carried.
- III. **Treasurer's Report:** Mr. Eaton reviewed the financial statements for the periods ending June 30, 2008 and July 31, 2008. There was discussion on depreciation. A motion was made by Mr. Doldo to approve the financial statements as presented, seconded by Mr. Morgan. All in favor. Carried.
- IV. **Correspondence:** None
- V. **Committee Reports:**
 - **Facility Update** – Mr. Soluri provided his update in the packets for review (see attached). The items included the Sprinkler Systems, Fire Department Inspection, Fire Drill, Employee Respirator Fit Test, Green Services (tenant recycling program), Solar Power, DOH and DEC Tenant Meeting, Building A Roof, ServPro Project, Building B Mini Flood, and the Tenant Appreciation Cookout that is scheduled for September 19, 2008.
 - **Leases and Prospects** – There were five new leases/executed options and one prospect (see attached).
- VI. **Unfinished Business:**

**WICLDC
Board of Directors' Meeting Minutes
August 19, 2008
Page 2**

Current Applications Request – A letter from Current Applications requesting to take the following items with them when they vacate Building C. They include: 1) the exhaust fan and metal plenum connected to our varnish oven; 2) intercom speakers; 3) all air lines and hoses; 4) the 3 phase 460V panel connecting our production machinery to the utilities; 5) all 4 foot florescent light fixtures installed for spot lighting over their equipment; 6) drinking fountain; 7) first aid boxes; 8) time clock and break buzzer; 9) clocks; 10) all electrical conduits and wires connecting their machines to the utilities; 11) all dry-erase boards (scheduling boards); and 12) fire extinguishers.

Staff recommended the approval of items 1, 2, 3, 6, 7, 8, 9, 11, 12 and denial of items 4, 5, 10. A motion was made by Mr. Doldo to approve staff's recommendation, seconded by Mr. Fulkerson. All in favor. Carried.

Stream Parking Lot Lease – Mr. Soluri indicated that he received e-mail correspondence regarding the parking. He is waiting to hear from Tim Read who was discussing the situation with his superiors.

VII. New Business:

Junction Boyz, Inc. Request – A request to the Board of Directors from Ed Sampson to lease Building C for a furniture warehouse and indoor showroom for customized vehicles once Current Applications has vacated Bldg. C. He asked that the base rent for years 1-3 be discounted to allow him an opportunity to build his business and in Year 4 he would begin to pay the full rate. The board suggested that Mr. Soluri collect the current amount owed to the WIC before any negotiations take place. They advised him to ask for Mr. Sampson's personal and business financials for the last three years, work towards a ten year lease with a personal guarantee, ask for his growth plans, and to check with Haylor, Freyer & Coon.

VIII. Adjournment: With no further business before the Board, a motion was made to adjourn by Ms. Fitzpatrick, seconded by Mr. Morgan. All in favor. The meeting adjourned at 11:09 a.m.