

**Watertown Industrial Center Local Development Corporation
Board of Directors' Meeting
August 18, 2009
Minutes**

The Watertown Industrial Center Local Development Corporation held its regular board meeting on Tuesday, August 18, 2009 in the board room of the Watertown Center for Business and Industry, 800 Starbuck Avenue, Watertown, New York.

Present: Donald Rutherford, John Doldo Jr., William Fulkerson, Kevin Jordan

Others Present: Billy Soluri, Lyle Eaton, Peggy Sampson

Excused: Paul Morgan (Proxy is Don Rutherford), Carolyn Fitzpatrick, and Nickolas Darling

Absent: None

I. **Call to Order:** Mr. Rutherford called the meeting to order at 10:04 a.m.

II. **Pledge of Allegiance**

III. **Minutes:** The minutes of the meeting held July 28, 2009 were presented for approval. A motion was made by Mr. Doldo to approve the minutes as presented, seconded by Mr. Fulkerson. All in favor. Carried.

IV. **Treasurer's Report:** Mr. Eaton reviewed the financial statements for the period ending July 31, 2009. A motion was made by Mr. Doldo to approve the financial statement as presented, seconded by Mr. Jordan. All in favor. Carried.

V. **Correspondence:**

Golder Associates Letter – A letter from Anthony Savino was received regarding sampling numbering inconsistencies for the JCIDA Soil Vapor Intrusion Investigation Report. It stated that the revisions do not alter the overall conclusions of the report.

VI. **Committee Report:**

Facility Update – Mr. Soluri stated that he and his staff have been addressing the roof issues and also indicated that the fire extinguisher inspection was recently completed.

Leases/Prospects – Mr. Soluri indicated that there were no new leases or executed options at this time. Prospects remain the same – one each for Building A, B, and C.

VII. **Unfinished Business:**

2009-2010 Administrative Service Agreement with JCIDA –

At this time, Mr. Jordan asked for a motion to convene into executive session to discuss personnel issues. A motion to convene into Executive Session at 10:36 a.m. was made by Mr. Jordan, seconded by Mr. Fulkerson. All in favor. Carried. Board members and Staff were present.

**WICLDC
Directors' Meeting Minutes
August 18, 2009
Page 2**

At 11:02 a.m. a motion was made by Mr. Jordan to leave Executive Session and reconvene the regular board meeting, seconded by Mr. Doldo. All in favor. Carried.

A motion was made by Mr. Fulkerson to extend the current Administrative Service Agreement for 90 days, seconded by Mr. Doldo. All in favor. Carried.

VIII. New Business:

Mission Statement – An alternative Mission Statement was circulated for review and consideration of adoption. It states “The mission of the Watertown Industrial Center Local Development Corporation is to facilitate job creation and retention in the community by providing eligible businesses with suitable leased facilities at rents and under conditions that help them succeed”.

After a brief discussion, a motion was made by Mr. Doldo to adopt the alternative mission statement, seconded by Mr. Jordan. All in favor. Carried.

The next meeting is scheduled for Tuesday, September 15, 2009 at 10 a.m.

IX. Adjournment: With no further business before the Board, a motion was made to adjourn by Mr. Fulkerson, seconded by Mr. Jordan. All in favor. The meeting adjourned at 11:07 a.m.