

Watertown Industrial Center Local Development Corporation
Board of Directors Meeting
May 17, 2016
Minutes

The Watertown Industrial Center Local Development Corporation held its regular board meeting on Tuesday, May 17, 2016 in the Watertown Industrial Center board room, 800 Starbuck Avenue, Watertown, New York.

Present: Michelle Capone, J. Paul Morgan, Don Rutherford, Mark Bellinger, Kent Burto

Excused: Carolyn Fitzpatrick, Francis Murray

Staff: Billy Soluri

Others Present: Keith Caughlin (Schwerzmann & Wise PC), Craig Fox (Watertown Daily Times)

- I. Call to Order:** The meeting was called to order at 8:33 AM.
- II. Meeting Minutes:** Motion by P. Morgan and second by M. Bellinger to accept the meeting minutes from the April 19, 2016 meeting. All in favor; motion carried.
- III. Financial Report:** B. Soluri presented the financials for April 2016. He noted an operating profit of \$13,570.64 prior to depreciation. He also noted on the balance sheet that cash was down for the month. P. Morgan noted that cash was down because rents receivable were up. B. Soluri noted that the New York Air Brake had paid their rent and that he had invoiced Brookfield again. He noted that Watertown Airsoft was continuing to make timely payments on their repayment plan. On a motion by P. Morgan and second by M. Bellinger the financial statements for April 2016 were accepted. All in favor; motion carried.
- IV. Correspondence:**
 - i. B. Soluri presented an email from the Authorities Budget Office dated May 6, 2016 confirming that Francis Murray completed his Public Authorities Board Member Training online.
 - ii. B. Soluri presented correspondence he has had with FedEx's insurance carrier pertaining to damage to a loading dock on Building C caused by one of FedEx's trucks. While there was no structural damage to the building, there was approximately \$3,800 in damages to the loading dock. FedEx's insurance carrier will pay the claim to make these repairs.
- V. Committee Reports**
 - i. B. Soluri provided a facility update. He noted that the Building C window project was successfully completed. The project cost \$22,000.

- ii. B. Soluri noted that there was nothing new to report regarding leases and tenants.

VI. Unfinished Business:

- i. There was no unfinished business to report.

VII. New Business:

- i. B. Soluri presented a quote by RSI Roofing to replace a portion of the deck on the roof of Building C. This is a similar project to one completed last year by the company on the opposite side of the building. The quote to install a new metal deck in place of the concrete deck and match the roof system is \$4,950. On a motion by K. Burto and second by P. Morgan the board agreed to contract with RSI Roofing to complete the partial deck replacement on Building C at a cost of \$4,950. All in favor; motion carried.

VIII. Adjournment: On a motion by M. Bellinger and second by P. Morgan the meeting was adjourned at 8:45 AM.

The next regular meeting will be Tuesday, June 21, 2016 at 8:30 AM at the Watertown Industrial Center board room, 800 Starbuck Ave., Watertown, New York.