

**Watertown Industrial Center Local Development Corporation
Board of Directors Meeting
May 19, 2017
Minutes**

The Watertown Industrial Center Local Development Corporation held its regular board meeting on Friday, May 19, 2017 in the Watertown Industrial Center board room, 800 Starbuck Avenue, Watertown, New York.

Present: Michelle Capone, Mark Bellinger, Don Rutherford, Carolyn Fitzpatrick, Francis Murray

Excused: J. Paul Morgan

Absent: Kent Burto

Staff: Billy Soluri

Others Present: Dave Zembiec, Jefferson County Local Development Corporation

- I. Call to Order:** The meeting was called to order at 8:38 AM.
- II. Meeting Minutes:** Motion by C. Fitzpatrick and second by F. Murray to accept the minutes from the March 30, 2017 meeting. All in favor; motion carried.
- III. Financial Report:** B. Soluri presented the financials for March and April 2017. B. Soluri noted an operating loss of \$14,239.92 prior to depreciation in March and an operating profit of \$13,651.49 prior to depreciation in April. The loss in March was due primarily to maintenance expenses totaling over \$33,000. These were expenses booked in March and paid in April. The expenses included \$13,000 to Aubertine and Currier for work associated with the Jain project and \$20,000 to SWBG Wholesale for snow removal, lawn care, etc. SWBG billed the WIC \$6,850 at the beginning of March and the balance at the end of March. Cash decreased slightly in March while payables increased as the maintenance expenses were recorded but not paid until April. The balance sheet for April showed cash decreasing by \$37,000 while payables decreased by \$33,000. On a motion by M. Bellinger and second by C. Fitzpatrick the financial statements for March and April 2017 were accepted. All in favor; motion carried.
- IV. Correspondence:**
 - i. B. Soluri presented the Scope of Work provided to the WIC LDC by Golder Associates for the Allison Test Room clean-up. It was determined by DEC that the test area should be increased to the east of the Test Room to evaluate the potential presence of residual petroleum soil impacts. SPX is responsible for the site.
- V. Committee Reports**

- i. B. Soluri provided an update on the facilities. A motor in an Overhead door burned up and was replaced. The water tank in Building A burst and PSG was hired to replace it. The Building B load dock requires a dock plate. The current one is fixed and provides issues for certain size trucks. WIC is purchasing a manual dock leveler. The cost will be split with Modern Moving and Storage. F. Murray asked if the tires and pallets had been removed from the site. B. Soluri noted that the County will be removing these but has not yet.

B. Soluri also provided a summary of the final draft estimate for the Jain Project. He spoke with S. Hunt at Empire State Development and he thought there would be no issue in modifying the grant to reflect 20%, or about \$67,000, of the total project cost. Based upon these numbers B. Soluri will present them to Jain for their review. B. Soluri is providing ESD with a written request to modify the grant to reflect the revised project.

- ii. B. Soluri provided an update on leases and prospects. There were no new leases or prospects; although he did reiterate that NYTRIC would be interested in purchasing Building C if it became available for purchase.

VI. Unfinished Business:

- i. None

VII. New Business:

- i. None

VIII. Adjournment: On a motion by C. Fitzpatrick and second by F. Murray the meeting was adjourned at 9:14 AM.

The next regular meeting scheduled for Tuesday, June 20, 2017 at 8:30 am.