

**Watertown Industrial Center Local Development Corporation
Board of Directors Meeting
October 17, 2017
Minutes**

The Watertown Industrial Center Local Development Corporation held its regular board meeting on Tuesday, October 17, 2017 in the Watertown Industrial Center board room, 800 Starbuck Avenue, Watertown, New York.

Present: Michelle Capone, Mark Bellinger, J. Paul Morgan, Francis Murray, Don Rutherford, Carolyn Fitzpatrick

Excused: Kent Burto

Staff: Billy Soluri

Others Present: Keith Caughlin, Schwerzmann & Wise PC; Craig Fox, Watertown Daily Times; Patrick Currier and Robert Aiken, Aubertine & Currier

- I. Call to Order:** The meeting was called to order at 8:38 AM.
- II. Meeting Minutes:** Motion by P. Morgan and second by C. Fitzpatrick to accept the minutes from the September 28, 2017 meeting. All in favor; motion carried.
- III. Financial Report:** B. Soluri presented financials for August 2017. B. Soluri noted an operating profit of \$15,475.47 prior to depreciation. The financials for September reflect the adjusting entries for FYE 2017. On a motion by P. Morgan and second by M. Bellinger the financial statements for September 2017 were accepted. All in favor; motion carried.
- IV. Correspondence:**
 - i. B. Soluri noted that the required reports for PARIS were certified by D. Rutherford and submitted to the ABO.
- V. Committee Reports**
 - i. B. Soluri reported on the water infiltration sustained a week ago during the storm. He provided pictures. He noted that ServPro assisted with the clean-up and he notified the WIC LDC's insurance carrier. He met with P&M Construction and Aubertine and Currier to discuss how to mitigate the water infiltration issue in the future. Aubertine and Currier has recommended two catch basins be installed where the water pools and tied into the existing stormwater sewers. The cost would be approximately \$2500 each. They also recommended gutters be installed to the side of Building A and Blackhorse space. B. Soluri is getting quotes. B. Soluri noted that he would install one catch basin this year and another next spring. Aubertine and Currier suggested installing both this season if feasible.
 - ii. P. Currier provided an update on the Building A renovation project. Contractor is slowly beginning his work. Staff is identifying and disconnecting cables as needed. They also

met with SPX as some of their equipment will need to be relocated. B. Soluri also gave an update regarding the relocation of the model railroad club. The quotes to complete the work for their relocation came in 3x higher than what was budgeted. It was agreed that B. Soluri should work with P. Currier to redesign project and rebid. K. Caughlin noted that all previous resolutions referencing financing for the project will be consolidated into one resolution. B. Soluri noted that Jain has agreed to a 5 year lease with an option to extend for an additional 5 years. On a motion by D. Rutherford and second by P. Morgan the Board authorizes the President and site director to apply for funding for the Building A project through state, bank, and local economic development agencies. M. Bellinger abstained. All in favor; motion carried.

iii. P. Currier provided an update on the Building A window project. The drawings have been approved and the contractor will be getting started.

iv. Leases and Prospects-Nothing new to report.

VI. Unfinished Business:

i. None

VII. New Business:

i. None

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

The next regular meeting scheduled for Tuesday, November 21, 2017 at 8:30 am.