

**Watertown Industrial Center Local Development Corporation
Board of Directors Meeting
October 27, 2020
Minutes**

The Watertown Industrial Center Local Development Corporation held its regular board meeting on Tuesday, October 27, 2020 via Zoom and in-person in the board conference room, 800 Starbuck Avenue, Watertown, NY 13601.

Present: Michelle Capone, J. Paul Morgan, Robert Cantwell Jr., Kent Burto, Mark Bellinger, Paul Warneck, Don Rutherford

Staff: Billy Soluri

Others Present:

- I. Call to Order:** The meeting was called to order at 8:30 AM.
- II. Meeting Minutes:** Motion by M. Bellinger and second by K. Burto to accept the minutes from the September 22, 2020 meeting. All in favor; motion carried.
- III. Financial Report:** B. Soluri presented financials for September 2020. B. Soluri noted an adjusted operating surplus of \$14,901.77 in September. Maintenance Expenses were a negative as we billed Modern Moving \$2350 for the repairs associated with the overhead door that they damaged. In terms of rents receivable, Acadia Energy is still past due, and while Brookfield Energy is past due, he is not concerned as they run 30 days occasionally. He noted on the balance sheet that work in progress increased due to the brick-repointing project. On a motion by P. Morgan and second by R. Cantwell the financial statements for September 2020 were accepted. All in favor; motion carried.
- IV. Correspondence:**
 - i. B. Soluri presented the EPDM inspection for the Building B roof. During the brick-repointing project it was identified that the water off of the roof was missing the gutter. Under the warranty, RSI is going to look at it. B. Soluri noted that the roof system itself is fine.
 - ii. B. Soluri presented the EPDM inspection for the Building A roof. The same water issue is occurring on the Building A roof as the Building B roof. Firestone, the contractor, is going to replace the seam. This will not eliminate the issue and staff will need to continue to push water off of the roof when necessary, however there is no way to prevent pooling.
- V. Committee Reports**
 - i. B. Soluri gave an update on the brick-repointing project. We have spent \$10,698 for materials and architect/engineering costs, with a balance of \$4,302 left to spend on work.

- ii. B. Soluri reported that the new pumps and monitoring system are working great. These have prevented water infiltration like what has occurred in the past during significant rain events.

- iii. B. Soluri noted that the confession of judgement has been delivered to Pick N Go. They now need to sign the form.

- iv. D. Rutherford asked if he had heard anything new on Acadia. B. Soluri stated that the demand letter had been delivered, however the state has extended the moratorium on commercial evictions until the end of 2020.

VI. Unfinished Business:

- i. None

VII. New Business:

- i. None

VIII. Adjournment: On a motion by K. Burto and second by M. Bellinger the meeting was adjourned at 8:41 AM.

The next regular meeting is scheduled for Tuesday, November 24, 2020.