

**Watertown Industrial Center Local Development Corporation
Board of Directors' Meeting
December 27, 2013
Minutes**

The Watertown Industrial Center Local Development Corporation held a special board meeting on Friday, December 27, 2013 in the Watertown Local Development Corporation board room, Buck Building, Watertown, New York.

Present: Michelle Capone, Donald Rutherford, J. Paul Morgan, Mark Bellinger

Excused: Carolyn Fitzpatrick, Nickolas Darling, Kent Burto

Staff: Billy Soluri

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

I. Call to Order: The meeting was called to order at 8:35 AM

II. Pledge of Allegiance

III. Meeting Minutes: None

IV. Financial Report: None

V. Correspondence:

- i. Mr. Soluri summarized the contents of the e-mail he distributed to the WICLDC board of directors on December 21, 2013. He noted that the JCLDC would not be seeking a loan through the LHI fund, but stated the WICLDC would be able to apply for project funding through the JCIDA.

VI. Committee Reports: None

VII. Unfinished Business:

- i. JCLDC Office Project: Mr. Soluri presented the conceptual floor plan for the Building B renovation project. He stated this plan was reviewed by the facilities committee and was distributed with the board packets on December 17. On a motion by Mr. Morgan and seconded by Mr. Bellinger, the conceptual floor plan was approved. All in favor; carried.
- ii. JCLDC Lease Structure: Mr. Rutherford stated that Mr. Darling, Mr. Soluri and he had met with the JCLDC to discuss the new proposal. He further stated that he wanted to make it clear that no special treatment was giving to the JCLDC and in fact the lease being proposed to the JCLDC was similar to leases the WIC have executed

in the past. Ms. Capone said the new proposal allows the WIC to cover a portion of their administrative costs. On a motion by Mr. Morgan and seconded by Mr. Bellinger, the proposed lease structure was approved. All in favor; carried.

- iii. WICLDC Project Funding Request through the JCIDA: Mr. Rutherford read Resolution 122713-1 in its entirety out loud. On a motion by Mr. Morgan and seconded by Mr. Bellinger, the resolution was adopted. All in favor, carried.

VIII. New Business: None

- IX. Adjournment:** On a motion by Mr. Bellinger and second by Mr. Morgan the meeting was adjourned at 9:00 AM.

The next regular meeting will be Tuesday, January 21, 2013 at 8:30 AM in the Watertown Local Development Corporation board room, Buck Building, Watertown, New York.