

**Watertown Industrial Center Local Development Corporation
Board of Directors' Meeting
February 17, 2015
Minutes**

The Watertown Industrial Center Local Development Corporation held a board meeting on Tuesday, February 17, 2015 in the Watertown Industrial Center board room, 800 Starbuck Avenue, Watertown, New York.

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

Excused: Nic Darling, Kent Burto

Staff: Billy Soluri

Others Present: Keith Caughlin, Esq. (Schwerzmann & Wise, P.C.), Criag Fox (Watertown Daily Times), Annette Mason (Aubertine & Currier)

- I. Call to Order:** The meeting was called to order at 8:37 AM
- II. Meeting Minutes:** Motion by P. Morgan and second by C. Fitzpatrick to approve the meeting minutes from the January 20, 2015 regular board meeting. All in favor; motion carried.
- III. Financial Report:** B. Soluri presented the financials for January 2015. He noted an operating deficit of \$2,449.81 prior to depreciation. He noted that we paid our first installment for snow plowing in the amount of \$6,850. D. Rutherford asked about the utility expense and B. Soluri noted that it included heating and the small PILOT payment. B. Soluri noted that the cash in our checking account has increased since last month. Work in progress decreased since the Air Soft project was completed and moved to property and equipment. On a motion by C. Fitzpatrick and second by P. Morgan the financial statements for January 2015 were accepted. All in favor; motion carried.
- IV. Correspondence:**
 - i. B. Soluri presented a letter from Menter, Rudin, Trivelpiece stating their fees for letters prepared for our audit, if necessary.
- V. Committee Reports**
 - i. B. Soluri reported that there are leaks in the Building C roof. RSI has given him a quote to repair the leaks. He also noted that Converse Lab will be provided with a new 5-year lease to incorporate the costs associated with the improvement program.
- VI. Unfinished Business:** None

VII. New Business:

- i. Annette Mason with Aubertine and Currier was present to go over the structural evaluation completed for Building D. Aubertine and Currier was asked to determine if it would be prudent to make structural modifications to preserve the building or demolish the building and construct a new building in its place. She reviewed three main areas: concrete roof planks, steel framing, and the brick walls. She noted that 75% of the roof planks on the building were in need of repair/replacement due to deterioration. She noted that the steel framing has not experienced any significant section loss; however it has experienced significant movement. Overall, the brick walls are in poor condition and have severe water damage on the exterior face. If left alone, the walls will eventually collapse. Costs to weatherproof and stabilize the building which would add five years to the useful life will be approximately \$835,000. It would cost approximately \$1 million to construct a similar size pre-fabricated building. The board recommended making it a hard hat area. B. Soluri will look at costs to shore-up areas of immediate concern although the board stated that it did not wish to spend a significant amount of money on these costs if our ultimate goal is to demolish. We will speak to Jain Irrigation as to their future intentions as well. A Facilities Committee meeting was set for February 24 at 8:30 AM at the WIC Board Room. On a motion by C. Fitzpatrick and second by M. Bellinger, further discussion pertaining to Building D was moved to the Facilities Committee. All in favor; motion carried.
- ii. On a motion by C. Fitzpatrick and second by M. Bellinger the Board entered into Executive Session at 9:05 AM for the reason of attorney/client privileged discussion. All in favor; motion carried.

On a motion by C. Fitzpatrick and second by P. Morgan , the Board came out of Executive Session at 9:24 AM with no action to be taken. All in favor; motion carried.

- VIII. Adjournment:** On a motion by C. Fitzpatrick and second by M. Bellinger the meeting was adjourned at 9:25 AM.

The next regular meeting will be Tuesday, March 10, 2015 at 8:30 AM at the Watertown Industrial Center board room, 800 Starbuck Ave., Watertown, New York.