

**COUNTIES OF WARREN AND WASHINGTON  
INDUSTRIAL DEVELOPMENT AGENCY**

5 Warren Street, Suite 210  
Glens Falls, New York 12801

Tel. (518) 792-1312  
website: [www.warren-washingtonida.com](http://www.warren-washingtonida.com)

TO: ALL BOARD MEMBERS  
COUNTIES OF WARREN AND WASHINGTON  
INDUSTRIAL DEVELOPMENT AGENCY

FROM: Matt Simpson, Chairman

DATE: May 14, 2018

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The Counties of Warren and Washington Industrial Development Agency will hold its regular monthly Board meeting as follows:

**Date:** Monday, May 21, 2018 at 4 pm.

**Location:** Washington County Municipal Center, Fort Edward, NY

The purpose of the meeting will be to discuss new and unfinished business.

Enclosed (or attached) please find:

- Meeting Agenda with supporting data
- Monthly Financial Statements

*Remember to call or email Tami at the Agency Office at least 24 hours beforehand if possible if you are unable to attend the meeting.*

cc: Robert C. Morris, Esq. with agenda and all enclosures  
Kara Lais, Esq. with agenda and all enclosures  
Amanda Allen, Warren Co. Board Clerk with agenda  
Debra Prehoda, Washington Co. Board Clerk with agenda  
Bob Condon, The Post Star, with agenda  
Michael Goot, The Post Star with agenda

**COUNTIES OF WARREN AND WASHINGTON  
INDUSTRIAL DEVELOPMENT AGENCY**

5 Warren Street, Suite 210  
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**AGENDA  
May 21, 2018**

1.0 Call to Order, Roll Call and Quorum Confirmation

2.0 Approval of Minutes of the April 23, 2018 IDA Board Meeting

**3.0 Current Accounts Payable**

<b><u>FitzGerald Morris Baker Firth, P.C.</u></b>	\$ 769.50
<i>M0001 - General File -April 2018</i>	
<b><u>P. Hoffman Realty</u></b>	\$ 370.00
<i>Office Rent - May 2018</i>	
* <b><u>Jarrett Engineers PLLC</u></b>	\$ 215.10
<i>March Professional Services</i>	
<b><u>SEFCO, CPA, LLP</u></b>	\$ 5,200.00
<i>YE 2017 Accounting &amp; PARIS Review</i>	
<b><u>Black Dog Designs</u></b>	\$ 200.00
<i>Domain Name &amp; Hosting Renewal 1 yr</i>	
<b><u>The Post Star</u></b>	\$ 6.20
<i>Brush Cutting Proposal Ad</i>	
<b><u>The Archives</u></b>	\$ 30.00
<i>Monthly Archive Storage</i>	
* <b><u>Department of State</u></b>	\$ 75.00
<i>Notary Exam Fee &amp; License Fee</i>	
* <b><u>Seelye's Office Supplies</u></b>	\$ 104.99
<i>Office Supplies</i>	
<b><u>Spectrum</u></b>	\$ 125.26
<i>Monthly Phone and Internet Service</i>	
* <b><u>EFTPS</u></b>	\$ 282.28
<i>Federal/FICA/MCR Payroll Taxes April 2018</i>	
* <b><u>Promptax</u></b>	\$ 31.40
<i>NYS Payroll Taxes April 2018</i>	
* <b><u>Tami Blondo</u></b>	\$ 1,672.46
<i>Net Payroll - April 2018</i>	
<b>Subtotal</b>	<b><u>\$ 9,082.19</u></b>

**3.2 Pilot Pass-Through Payments:**

* <b><u>Washington County Treasurer</u></b>	\$100.00
<i>HF Park Properties</i>	
<b>Subtotal</b>	<b><u>\$ 100.00</u></b>

**Grand Total of Payables:** **\$ 9,182.19**

**5.0 New Business**

a. June Board Meeting - 3:30 p.m. at Airport

- b. Brush Cutting - Award of Bid
- c. Resolution regarding Solar Projects
- d. CFO/CEO Resignation
- e. Marketing of Park - Jack Kelley
- f. Firetek Project -

**6.0 Unfinished Business**

- a. Ray Terminals Grant Update
- b. Greenwich Preservation

**Adjournment**

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At the Board Meeting of the Counties of Warren and Washington Industrial Development Agency held on **April 23, 2018** at the Warren County Municipal Center in Lake George, NY, the following members were:

***PRESENT:***

Matt Simpson  
Dave O'Brien  
Joe LaFiura  
Craig Leggett  
Bruce Ferguson  
Richie Moore  
Ginny Sullivan

Chairman  
Vice Chairman  
Secretary/Treasurer  
At Large Member

***ABSENT:***

Louis Tessier

***ALSO PRESENT:***

Kara Lais, Esq.  
Michael Brandi, Esq.  
Tami Blondo  
Ken Ray

FitzGerald Morris Baker Firth, PC  
FitzGerald Morris Baker Firth PC  
Office Administrator  
Ray Terminals

The minutes of the meeting were taken by Tami Blondo, Office Administrator. The Chairman called the meeting to order at 4:00 pm. Attendance was taken by roll call and the needed quorum was confirmed by the Chairman.

**Approval of minutes:**

Mr. LaFiura made a motion to approve the minutes of the March 19, 2018 Board Meeting minutes. Mr. O'Brien seconded the motion and all voted in favor of the motion by voice vote.

**Accounts Payable:**

Mr. LaFiura moved to approve the accounts payables and Mr. Ferguson seconded the motion. The motion was approved by roll call vote.

**New Business:**

**Ray Terminals:** Mr. Ken Ray provided the Board with a brief overview of the project with regard to the need for the NYSDOT Grant. Ms. Lais presented to the Board the Resolution authorizing the execution and delivery of agreements, certificates, documents and instruments necessary to apply to the NYSDOT for Passenger and Freight Rail Assistance Program Grant Funds on behalf of Ray Terminals. A motion was made by Mr. O'Brien and seconded by Mr. Ferguson. By roll call vote the Resolution was carried.

**Counties of Warren and Washington Industrial Development Agency**

**Resolution # 18-05**

Adopted: April 23, 2018

Introduced by Mr. O'Brien

who moved its adoption.  
Seconded by Mr. Ferguson

**RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF ANY AND ALL AGREEMENTS, CERTIFICATES, DOCUMENTS AND INSTRUMENTS NECESSARY TO APPLY TO THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION (“NYS DOT”) FOR PASSENGER AND FREIGHT RAIL ASSISTANCE PROGRAM (“PFRAP”) GRANT FUNDS**  
(A full copy of the Resolution is annexed hereto at the end of the minutes)

**Independent Auditor’s Report:** The Board was provided the Independent Auditor’s Report of the Financial Statements and Supplementary Information for Year Ended December 31, 2017 by Whittemore, Downen & Ricciardelli, LLP for approval. A motion was made by Mr. O’Brien and seconded by Mr. LaFiura. A roll call vote was taken approving the acceptance of the Auditor’s Report.

**Park Business:**

**Brush Cutting Bid:** The contract has expired and an advertisement was placed for bids to be received for brush cutting at the Industrial Park. The ad will appear in the Post Star issues for April 22, 23 and 24, 2018. All bids are due by May 5, 2018.

**Marketing of Properties:** Discussion was had at the Executive Park Meeting on April 18, 2018 to look into marketing the lots that are for sale in the Park with a commercial sales agent. The Board agreed to extend an invitation to have a presentation at the May Executive Park Meeting.

**Unfinished Business:**

**Smart Terra Care:** Mrs. Blondo indicated that Mr. Dowd was still preparing documents and would be in contact with the Agency in the near future.

**Altek Energy:** Mrs. Blondo indicated the Mr. O’Connor is still putting together his application and will submit once he has the required data to do so.

**Other Business:**

Mr. O’Brien indicated that previous discussion had been held regarding a tour of the Industrial Park and proposed that this be done at the June meeting. Upon further discussion it was decided that the meetings for June be adjusted so that all members could attend. The Executive Park meeting will be held on June 13, 2018 at 9:00 a.m. at FitzGerald Morris Baker Firth PC Offices at 16 Pearl Street, Glens Falls, New York and the regular Board Meeting will be held on Monday, June 18, 2018 at 4:00 p.m. Arrangements will be made to hold the meeting at the Airport. It was suggested that we check with Glens Falls Transit to see if the trolley would be available to take the Board on the tour of the Park. Mrs. Blondo will follow-up and schedule.

**Adjournment:** There being no further business, a motion was made by Mr. LaFiura and seconded by Ms. Sullivan to adjourn the meeting. The Chairman at 4:16

\_\_\_\_\_  
Date

\_\_\_\_\_  
Joseph LaFiura, Secretary/Treasurer

**Counties of Warren and Washington Industrial Development Agency**

**Resolution # 18-05**

Adopted: April 23, 2018

Introduced by Mr. O’Brien

who moved its adoption.  
Seconded by Mr. Ferguson

**RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF ANY AND ALL AGREEMENTS, CERTIFICATES, DOCUMENTS AND INSTRUMENTS NECESSARY TO APPLY TO THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION (“NYSDOT”) FOR PASSENGER AND FREIGHT RAIL ASSISTANCE PROGRAM (“PFRAP”) GRANT FUNDS**

WHEREAS, the Counties of Warren and Washington Industrial Development Agency (the “Agency”) is a body corporate and politic duly organized and existing under Sections 856 and 890-c of the General Municipal Law (“GML”) of the State of New York (the “State”), with its principal place of business at 5 Warren Street, Glens Falls, New York; and

WHEREAS, Ray Terminals, LLC (the “Company”), having an address of 2794 7th Avenue, Troy, New York 12180, is a limited liability company created pursuant to the Laws of the State of New York; and

WHEREAS, on February 26, 2018, the Company entered into a Lease Agreement with the Agency for the purpose of undertaking a project for the benefit of the Company consisting of the following: (i) the acquisition by the Agency of a leasehold interest in certain real property located at 39 Golf Course Road in the Town of Hampton, New York (the “Land”, being more particularly described as tax parcel number 45.00-1-33); (ii) the planning, design, construction, operation and maintenance by the Company of a wholesale propane gas storage and distribution facility, including an approximately 2,400 square foot office and storage building, 4 60,000 gallon liquid propane storage tanks (with room for 2 additional 60,000 gallon tanks) and related piping, pumps, compressors and coupling improvements, along with related site, roadway, parking, access, curbage, rail siding and onsite and offsite utility improvements that will include approximately 7,500 feet of above and below-ground 3 phase electric service line and poles, along with related electrical transformer (collectively, the “Improvements”); (iii) the acquisition of and installation in and around the Land and Improvements by the Company of machinery, equipment, fixtures and other items of tangible personal property (the “Equipment” and, collectively with, the Land and the Improvements, the “Facility”); and (iv) entering into a straight lease transaction (within the meaning of subdivision (15) of Section 854 of the Act), pursuant to which the Agency will retain a leasehold interest in the Facility for a period of time and sublease such interest in the Facility back to the Company (the “Straight Lease Transaction”), all pursuant to Title 1 of Article 18-A of the General Municipal Law of the State of New York, Chapter 862 of the Laws of 1971 of the State of New York (collectively, the “Act”), as amended; and

WHEREAS, the Company has requested that the Agency provide assistance in the form of applying for a PFRAP Grant through the NYSDOT which will assist the Company in preparing for a contemplated second phase of capital improvements at its facility located at 39 Golf Course Road in the Town of Hampton, New York which is anticipated to include capital improvements including gas offtake towers and rail car moving equipment; and

WHEREAS, the Agency contemplates executing and delivering to the NYSDOT any and all related agreements, certificates, documents and instruments necessary in connection with the application for the PFRAP grants; and

WHEREAS, the Company has agreed to cover all reasonable costs and expenses of Agency in connection with the application process.

NOW, THEREFORE BE IT RESOLVED THAT:

1. The Chairman of the Agency is hereby authorized, on behalf of the Agency, to execute and deliver any and all related agreements, certificates, documents and instruments necessary to make application for NYSDOT PFRAP grants in the form approved by Counsel to the Agency.
2. The Chairman of the Agency is hereby authorized to do all acts and things required as may be necessary to effect the purposes of this resolution.
3. This resolution shall take effect immediately.

4. The question of the adoption of the foregoing resolution was duly put to a vote by roll call, which resulted as follows:

VOTING:	AYES	NAYS	ABSTAIN	ABSENT
Matt Simpson	1			
Dave O'Brien	1			
Joe LaFiura	1			
Craig Leggett	1			
Bruce Ferguson	1			
Richard Moore	1			
Louis Tessier				1
Ginny Sullivan	1			
<b>TOTALS</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>1</b>

5. The foregoing resolution was thereupon declared duly adopted.

STATE OF NEW YORK )  
 ) SS:  
 COUNTY OF WARREN )

This is to certify that I, Tami Blondo, Records Management Officer for the Counties of Warren and Washington Industrial Development Agency, do hereby certify that the foregoing is a true and correct copy and the whole thereof of a Resolution duly adopted by the Counties of Warren and Washington Industrial Development Agency, Glens Falls, New York on the 23<sup>rd</sup> day of April, 2018.

In witness whereof, I have hereunto set my hand and affixed the official seal of the Counties of Warren and Washington Industrial Development Agency on this 23<sup>rd</sup> day of April, 2018.

\_\_\_\_\_  
 Tami Blondo, Records Management Officer  
 Counties of Warren and Washington Industrial  
 Development Agency

[SEAL]

**WWIDA**  
**Profit & Loss Budget vs. Actual**  
Year to Date

	Apr '17 - Apr 18	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Nonoperating revenue</b>			
Investment Earnings			
2401 · Interest Income	740.02	0.00	740.02
<b>Total Investment Earnings</b>	740.02	0.00	740.02
<b>Total Nonoperating revenue</b>	740.02	0.00	740.02
<b>Operating Revenue</b>			
<b>Charges for Services</b>			
2116 · Application Fees	1,000.00	0.00	1,000.00
2116.1 · Project Fees - Existing	(7,500.00)		
2116.2 · Project Fees - New	113,088.00	0.00	113,088.00
<b>Total Charges for Services</b>	106,588.00	0.00	106,588.00
<b>Other Operating Revenue</b>			
2770 · Project - Legal Reimb 3.4	46,740.24	0.00	46,740.24
2770.2 · Misc Income - operating	23,735.40	0.00	23,735.40
<b>Total Other Operating Revenue</b>	70,475.64	0.00	70,475.64
<b>Total Operating Revenue</b>	177,063.64	0.00	177,063.64
<b>Total Income</b>	177,803.66	0.00	177,803.66
<b>Gross Profit</b>	177,803.66	0.00	177,803.66
<b>Expense</b>			
<b>Nonoperating Expenses</b>			
107 · Airport Industrial Park			
Property/Sewer/Water Taxes AIP	2,349.50	0.00	2,349.50
<b>Total 107 · Airport Industrial Park</b>	2,349.50	0.00	2,349.50
<b>Total Nonoperating Expenses</b>	2,349.50	0.00	2,349.50
<b>Operating Expenses</b>			
<b>Other operating expenses</b>			
Miscellaneous	(4,853.65)	0.00	(4,853.65)
1910.4 · Insurance			
Disability Insurance	125.00	0.00	125.00
Employee Dishonesty Bond	2,010.34	0.00	2,010.34
Liability/Commercial Insurance	1,127.01	0.00	1,127.01
Public Officials Liability	50.00	0.00	50.00
Workers' Comp Insurance	332.90	0.00	332.90
<b>Total 1910.4 · Insurance</b>	3,645.25	0.00	3,645.25
6460.4 · Contractual Services			
Advertising	767.25	0.00	767.25
Airport Park - Misc Services	3,837.89	0.00	3,837.89
Computer & Website Related	777.62	0.00	777.62
Dues	1,042.00	0.00	1,042.00
Rent	4,810.00	0.00	4,810.00
Telephone and Internet	1,627.00	0.00	1,627.00
<b>Total 6460.4 · Contractual Services</b>	12,861.76	0.00	12,861.76
<b>Other operating expenses - Other</b>	300.00		
<b>Total Other operating expenses</b>	11,953.36	0.00	11,953.36
<b>Professional service contracts</b>			
Accounting	16,403.00	0.00	16,403.00
Engineering-Phase II & Wetlds	649.38	0.00	649.38



# WWIDA

## Profit & Loss Budget vs. Actual

Year to Date

	Apr '17 - Apr 18	Budget	\$ Over Budget
Engineering - Phase I & General	2,529.32	0.00	2,529.32
Legal			
Fees for Project 3.4 billing	76,740.24	0.00	76,740.24
General	12,535.26	0.00	12,535.26
Legal - Other	2,943.00		
<b>Total Legal</b>	<u>92,218.50</u>	<u>0.00</u>	<u>92,218.50</u>
<b>Total Professional service contracts</b>	111,800.20	0.00	111,800.20
<b>6460.45 · Staff Payroll - WWIDA</b>	23,914.40	0.00	23,914.40
<b>6460.5 · Supplies and Materials</b>			
File Storage	453.65	0.00	453.65
Misc Office Expenses	406.09	0.00	406.09
Office Supplies	1,346.57	0.00	1,346.57
Postage	258.96	0.00	258.96
<b>Total 6460.5 · Supplies and Materials</b>	<u>2,465.27</u>	<u>0.00</u>	<u>2,465.27</u>
<b>9000 · Employee Benefits</b>			
Medicare - Company	346.85	0.00	346.85
Social Security - Company	1,482.66	0.00	1,482.66
Unemployment Insurance	343.73	0.00	343.73
<b>Total 9000 · Employee Benefits</b>	<u>2,173.24</u>	<u>0.00</u>	<u>2,173.24</u>
<b>Total Operating Expenses</b>	<u>152,306.47</u>	<u>0.00</u>	<u>152,306.47</u>
<b>Total Expense</b>	<u>154,655.97</u>	<u>0.00</u>	<u>154,655.97</u>
<b>Net Ordinary Income</b>	<u>23,147.69</u>	<u>0.00</u>	<u>23,147.69</u>
<b>Net Income</b>	<u><u>23,147.69</u></u>	<u><u>0.00</u></u>	<u><u>23,147.69</u></u>

# WWIDA

## Profit & Loss

April 2018

05/14/18  
Accrual Basis

	Apr 18
Ordinary Income/Expense	
Income	
Nonoperating revenue	
Investment Earnings	
2401 · Interest Income	59.04
Total Investment Earnings	59.04
Total Nonoperating revenue	59.04
Total Income	59.04
Gross Profit	59.04
Expense	
Nonoperating Expenses	
107 · Airport Industrial Park	
Property/Sewer/Water Taxes AIP	500.00
Total 107 · Airport Industrial Park	500.00
Total Nonoperating Expenses	500.00
Operating Expenses	
Other operating expenses	
6460.4 · Contractual Services	
Computer & Website Related	16.25
Dues	750.00
Rent	370.00
Telephone and Internet	125.27
Total 6460.4 · Contractual Services	1,261.52
Total Other operating expenses	1,261.52
Professional service contracts	
Engineering - Phase I & General	310.10
Legal	
Fees for Project 3.4 billing	725.00
Legal - Other	445.50
Total Legal	1,170.50
Total Professional service contracts	1,480.60
6460.45 · Staff Payroll - WWIDA	1,845.00
6460.5 · Supplies and Materials	
File Storage	30.00
Misc Office Expenses	131.98
Office Supplies	104.99
Total 6460.5 · Supplies and Materials	266.97
9000 · Employee Benefits	
Medicare - Company	26.75
Social Security - Company	114.39
Total 9000 · Employee Benefits	141.14
Total Operating Expenses	4,995.23
Total Expense	5,495.23
Net Ordinary Income	-5,436.19
Net Income	-5,436.19

**WWIDA**  
**Balance Sheet**  
As of April 30, 2018

05/14/18

	Apr 30, 18	Apr 30, 17
<b>ASSETS</b>		
<b>Current Assets</b>		
Checking/Savings		
200 · Cash	717,271.60	628,797.73
<b>Total Checking/Savings</b>	717,271.60	628,797.73
Accounts Receivable		
380A · Accounts Receivable	962.50	0.00
380B · Accounts Receivable - PILOTS	1,445.02	0.00
<b>Total Accounts Receivable</b>	2,407.52	0.00
<b>Other Current Assets</b>		
210 · Petty Cash	100.00	100.60
380C · Unbilled Receivables/Fees	0.00	7,500.00
380D · Due from attorney-escrow deposi	0.00	10,000.00
380F · Installment Sale-GF Labels	8,500.00	17,000.00
480 · Prepaid Insurance	2,835.35	2,016.18
<b>Total Other Current Assets</b>	11,435.35	36,616.78
<b>Total Current Assets</b>	731,114.47	665,414.51
<b>Fixed Assets</b>		
101 · Land	519,262.59	519,262.59
104 · Machinery and Equipment	10,434.48	10,434.48
114 · Accumulated Depreciation	-10,283.51	-10,036.21
<b>Total Fixed Assets</b>	519,413.56	519,660.86
<b>TOTAL ASSETS</b>	<b>1,250,528.03</b>	<b>1,185,075.37</b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts Payable		
600 · Accounts Payable	-69,595.07	0.00
<b>Total Accounts Payable</b>	-69,595.07	0.00
<b>Other Current Liabilities</b>		
600.1 · Unrecorded Accounts Payable	0.00	5,000.00
602 · Payroll Liabilities	7.27	344.84
615 · Customers' Deposit	0.00	10,000.00
631 · Due to other governments	61,765.86	0.00
690 · Deferred revenue	28,912.00	0.00
<b>Total Other Current Liabilities</b>	90,685.13	15,344.84
<b>Total Current Liabilities</b>	21,090.06	15,344.84
<b>Total Liabilities</b>	21,090.06	15,344.84
<b>Equity</b>		
924 · Net Assets - Unrestricted	1,255,374.53	1,096,649.58
Net Income	-25,936.56	73,080.95
<b>Total Equity</b>	1,229,437.97	1,169,730.53
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,250,528.03</b>	<b>1,185,075.37</b>

**Counties of Warren and Washington Industrial Development Agency**

**Resolution # \_\_\_\_\_**

Adopted: May 21, 2018

Introduced by \_\_\_\_\_  
who moved its adoption.

Seconded by \_\_\_\_\_

**RESOLUTION FINDING SOLAR ENERGY GENERATION POLICIES AS MATTERS  
OF LOCAL CONCERN BETTER ADDRESSED BY MUNICIPALITIES IN WARREN  
AND WASHINGTON COUNTIES**

WHEREAS, Solar energy generation projects are expanding across the State of New York; and

WHEREAS, Pursuant to Real Property Law Section 487, real property which contains a solar energy facility is exempt from taxation for 15 years to the extent of any increase in assessed value due to the implementation of the system except municipalities may opt out of such exemption by implementation of a local law; and

WHEREAS, certain Industrial Development Agencies across the state have developed and adopted various policies which standardize and centralize the policies relating to tax exemption of solar projects within their jurisdictions; and

WHEREAS, the Warren-Washington Industrial Development Agency covers a large geographic area and is the only bi-county Industrial Development Agency in the State of New York; and

WHEREAS, the Executive Committee of the Warren-Washington Industrial Development Agency has recommended the adoption of this resolution.

NOW, THEREFORE BE IT RESOLVED THAT:

1. The Agency hereby finds that Solar Energy projects are best addressed at the local level; and
2. A uniform policy addressing the taxable status of Solar Energy projects across Warren and Washington Counties would unnecessarily intrude on the right of municipalities to address their own needs when faced with the prospect of a solar energy project within their respective jurisdictions.
3. The Chairman is authorized to execute any and all documents necessary to effectuate the intent of this Resolution.

This Resolution will take effect immediately.

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CIVIC DEVELOPMENT CORPORATION**

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website: [www.warren-washingtonida.com](http://www.warren-washingtonida.com)

TO: ALL BOARD MEMBERS  
COUNTIES OF WARREN AND WASHINGTON  
CIVIC DEVELOPMENT CORPORATION

FROM: Matt Simpson, Chairman

DATE: May 14, 2018

---

The Counties of Warren and Washington Civic Development Corporation will hold a Board meeting as follows:

**Date:** Monday, May 21, 2018 immediately following IDA Board Meeting at 4 pm.

**Location:** Washington County Municipal Center, Fort Edward, NY

cc: Robert C. Morris, Esq. w/ all enclosures  
Kara Lais, Esq. w/all enclosures  
Amanda Allen, Warren Co. Board Clerk w/ agenda  
Debra Prehoda, Washington Co. Board Clerk w/agenda  
Bob Condon, The Post Star, with agenda  
Michael Goot, The Post Star, with agenda

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Phone (518) 792-1312

**BOARD MEETING AGENDA  
May 21, 2018**

1. Call to Order & Confirm Attendance
2. Approval of minutes of last Board Meeting April 23, 2018
3. New Business
  - a. SUNY ADK Housing Project Resolution
4. Adjournment

**COUNTIES OF WARREN AND WASHINGTON  
CIVIC DEVELOPMENT CORPORATION**

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Glens Falls, New York 12801

Telephone: (518) 792-1312

At the Board Meeting of the Counties of Warren and Washington Civic Development Corporation held on **April 23, 2018** at the Warren County Municipal Center in Lake George, NY, the following members were:

<b>PRESENT:</b>	Matt Simpson	Chairman
	Dave O'Brien	Vice Chairman/Contracting Officer
	Joe LaFiura	Secretary/Treasurer
	Craig Leggett	At Large Member
	Bruce Ferguson	
	Richard Moore	
	Ginny Sullivan	

**ABSENT:** Louis Tessier

<b>ALSO PRESENT:</b>	Kara Lais, Esq.	FitzGerald Morris Baker Firth, PC
	Mike Brandi, Esq.	FitzGerald Morris Baker Firth, PC
	Tami Blondo	Office Administrator

The minutes of the meeting were taken by Tami Blondo, Office Administrator. The Chairman called the meeting to order at 4:17 pm and confirmed a quorum was still present from the IDA meeting of 4 pm.

**Approval of minutes:**

Mr. LaFiura made a motion to approve the minutes of the March 19, 2018 Board Meeting minutes. Mr. O'Brien seconded the motion and all voted in favor of the motion by voice vote.

No other business before the Board, a motion was made by Mr. LaFiura and seconded by Mr. Moore to adjourn the meeting. All in favor of the motion, motion was carried.

Chairman adjourned the meeting at 4:20 p.m.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Joseph LaFiura, Secretary/Treasurer

WWCDC  
Balance Sheet  
As of April 30, 2018

	Apr 30, 18	Apr 30, 17
<b>ASSETS</b>		
Current Assets		
Checking/Savings		
Checking Account	66,588.44	16,188.44
Total Checking/Savings	66,588.44	16,188.44
Total Current Assets	66,588.44	16,188.44
Fixed Assets		
Organizational costs		
Accumulated amortization	-3,101.24	-2,584.17
Organizational costs - Other	7,756.00	7,756.00
Total Organizational costs	4,654.76	5,171.83
Total Fixed Assets	4,654.76	5,171.83
<b>TOTAL ASSETS</b>	<b>71,243.20</b>	<b>21,360.27</b>
<b>LIABILITIES &amp; EQUITY</b>		
Equity		
Unrestricted Net Assets	72,143.20	21,807.61
Net Income	-900.00	-447.34
Total Equity	71,243.20	21,360.27
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>71,243.20</b>	<b>21,360.27</b>



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Accrual Basis

WWCDC  
Profit & Loss Budget vs. Actual  
Year to Date

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	<u>Apr 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Net Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>