

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

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

Tel. (518) 792-1312

AGENDA
June 17, 2019

1.0 Call to Order, Roll Call and Quorum Confirmation

2.0 Approval of Minutes of the May 20, 2019 IDA Board Meeting

3.0 **Current Accounts Payable**

<u>FitzGerald Morris Baker Firth, P.C.</u>	\$ 1,905.50
<i>M0001 - General File -May 2019</i>	
<u>P. Hoffman Realty</u>	\$ 370.00
<i>Office Rent - June 2018</i>	
<u>The Archives</u>	\$ 30.00
<i>Monthly Archive Storage</i>	
<u>Staples</u>	\$ 514.54
<i>Office Supplies</i>	
<u>McCarthy & Conlon LLC</u>	\$ 5,400.00
<i>preparation of CDC/IDA books for audit</i>	
<u>Spectrum</u>	\$ 169.98
<i>Monthly Phone and Internet Service</i>	
* <u>Alie White</u>	\$ 1,368.64
<i>Net Payroll -May 2019</i>	
<u>Subtotal</u>	<u>\$ 9,758.66</u>

3.2 **Pilot Pass-Through Payments:**

<u>Town of Queensbury</u>	
<i>TRSB LLC Water Bill</i>	\$ 35.42
<i>Firetek legal svcs rendered 4/17/19-5/30/19</i>	\$ 1,100.00
<u>Subtotal</u>	<u>\$ 1,135.42</u>

Grand Total of Payables: \$ 10,894.08

5.0 **Old Business**

- a. Park Business - Campbell/O'Brien/Kelley
- b. Tax Abatement Policy Updates - Bittel/Whitehead
- c. PILOT Billing Update - White
- d. Bookkeeping Status Update - Simpson/O'Brien
- e. Priority List Update - Bittel

6.0 **New Business**

- a. Letter of Engagement with WDR
- b. Investigations & Government Operations request

- c. RFP for payroll services
- d. Sexual Harrassment/Violence in the workplace training
- e. GF Labels closing fee payment