



MINUTES
SPECIAL MEETING OF THE BOARD OF DIRECTORS
Friday, July 7, 2023 – 10:30 AM
Warneck Pump Station
James W. Wright Conference Room
23557 NYS Rt 37, Watertown, New York

The Development Authority of the North Country Board of Directors met in a special session in person and via Zoom Videoconference at the Warneck Pump Station, 23557 NYS Rt 37, Watertown, New York on Thursday, July 7, 2023 at 10:30 AM.

Members Present

Voting

Margaret Murray, Chairperson
Thomas Hefferon
Alex MacKinnon*
Dennis Mastascusa*
Kenneth Bibbins
Mark Hall*
Eric Virkler*

Non-Voting

Nancy Henry
James Hollenbeck
Stephen Hunt

*Attended via videoconferencing.

Members Absent

Mary Doheny
Brian McGrath

Staff Present:

Carl Farone, Executive Director
Carrie Tuttle, Chief Operating Officer
Stephen Bohmer, Director of Information Technology
Laurie Marr, Director of Communications and Public Affairs*
Brian Nutting, Director of Water Quality
Erin Ackley, Administrative Associate

Guests:

Jennifer Granzow, Counsel, Wladis Law Firm*

1. Chairperson Murray called the meeting to order at 10:30 AM.
2. Chairperson Murray requested a roll call.
 - A quorum of voting and non-voting members was established.

3. Executive Session for the purpose of discussion regarding the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Upon a motion by K. Bibbins, and seconded by J. Hollenbeck, the Board moved into Executive Session at 10:32 AM.

Upon a motion by J. Hollenbeck, and seconded by T. Hefferon, the Board moved out of Executive Session at 11:05 AM.

No action was taken during Executive Session.

4. Resolution No. 2023-07-56, approving the Operation, Maintenance, and Management Services Agreement by and between the Authority and the Villages and further authorized the Executive Director to execute said agreement. It is further resolved that the Executive Director is authorized to negotiate and execute a Memorandum of Understanding, by and between the Authority and the Villages to document the agreed upon terms and conditions by which the Villages existing employee will transfer to the Authority's employment.

C. Farone stated that the Authority provided the Villages with the requested proposal on April 14th, and the Villages met on June 29th unanimously voting in favor of accepting the Authority's five year operation, maintenance and management services agreement.

Upon a motion by T. Hefferon and seconded by A. MacKinnon, Resolution No. 2023-07-56, Operation, Maintenance & Management Services Agreement, Villages of Carthage and West Carthage, Water Pollution Control Facilities, was unanimously approved.

5. Resolution No. 2023-07-57, amending the FY 2023-2024 Water Quality Contracts Budget as listed within the resolution resulting in a net change of \$11,492, and amends the FY 2023-2024 Army Sewer Line Budget as outlined within the resolution resulting in a net change of \$0.

Upon a motion by K. Bibbins and seconded by A. MacKinnon, Resolution No. 2023-07-57, Water Quality Division, FY 2023-2024 Operating Budget Amendment, was unanimously approved.

6. Resolution No. 2023-07-58, amending the Administrative Capital Budget for Fleet Vehicles to increase the budget from \$324,042 to \$419,042.

Upon a motion by T. Hefferon and seconded by E. Virkler, Resolution No. 2023-07-58, Administrative Division, Capital Project Budget Amendment, Vehicle Replacement, was unanimously approved.

7. Resolution No. 2023-07-59, authorizing the Executive Director to enter into a three-year employment contract with David M. Wolf based upon performance.

Upon a motion by K. Bibbins and seconded by A. MacKinnon, Resolution No. 2023-07-59, Director of Telecommunications, Employment Agreement, Development Authority of the North Country, was unanimously approved.

8. Adjourn -

a. Upon a motion by T. Hefferon, and seconded by K. Bibbins, the meeting was adjourned at 11:14 PM.

Respectfully submitted,


Dennis Mastascusa
Board Secretary