



MINUTES
BOARD OF DIRECTORS MEETING
Thursday, February 27, 2025 – 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 regular session in person and via Zoom Videoconference at the Warneck Pump Station, 23557 NYS Rt. 37, Watertown, New York on Thursday, February 27, 2025 at 10:30 AM.

Members Present

Voting

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

Non-Voting

Nancy Henry
Steve Hunt
Brian McGrath *

Members Absent

*Attended via videoconferencing

+Attended using audio only, unable to vote

Staff Present:

Carl Farone, Executive Director
Jennifer Staples, Chief Financial Officer
Carrie Tuttle, Chief Operating Officer
Stephen Bohmer, Director of Information Technology
Dawn Caccavo, Comptroller
Michelle Capone, Director of Regional Development
Thomas Haynes, Director of Engineering
Jacqueline LeClair, Assistant Director of Telecommunications
Brian Nutting, Director of Water Quality
Regina Rybka-Lagattuta, Director of Human Resources
Shawn Thornton, Director of Materials Management
David Wolf, Director of Telecommunications
Angela Marra, Executive Assistant
Tonya Watson, 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. Privilege of the Floor -

A. MacKinnon commented that St. Joe Minerals has been mining zinc for 100 years and announced they have discovered graphite totally enclosed in their existing mine property. They have done the drilling and feel it is an economically acceptable deposit that they can profitably mine. This is within 4,000 feet of the existing mine. Rail lines are already there and everything is permitted, meaning it will be easier to have an open pit mine, and could be the only graphite mine in the United States. If it gets up and running it could result in 100 jobs.

4. Upon a motion by D. Mastascusa and seconded by M. Hall, the minutes from the December 19, 2024 Board Meeting, were unanimously approved.

5. Chairperson's Report

- a. Nominating Committee members were appointed as follows:

Tom Hefferon as committee chair
Mark Hall
Eric Virkler
Ken Bibbins
Brian McGrath

They will present their selections at the next Board meeting.

- b. The next scheduled Board Meeting is Thursday, March 27, 2025 at 10:30 AM, also in the James W. Wright Conference Room at Warneck.

6. Executive Director's Report –

- a. Army Water Line Financing:

C. Farone reported that we closed on the long-term financing for the pipeline replacement on Patterson Road. At closing, we received our \$5 million grant from New York State EFC, and brought down our long-term financing to a total of just under \$7.4 million, at 4.93% APR. We are waiting on the \$750,000 grant from the federal government. All necessary environmental documents have been submitted to the EPA and we are waiting to hear what our next steps will be.

- b. Next Move NY - Update:

C. Farone shared that Next Move NY is moving along well. They have hired Program Administrator, Ben Cruz, and Program Manager Eric Lo, a military veteran and ideal candidate for the position who will be starting on March 10. Key partnerships have been established with Fort Drum Transitioning Assistance Program (TAP) and the Career Skills Program Managers. We have secured a satellite office on Fort Drum where we can meet with Fort Drum soldiers. M. Capone has made many introductions to various economic

development entities across the North Country and Ben has given key presentations to the APA, Greater Watertown Chamber of Commerce and St. Lawrence Developers Meeting. He has met with the Jefferson-Lewis Workplace, New York State Department of Labor, the Adirondack Economic Development Corp, Franklin County IDA, Jefferson County IDA, Advocate Drum and Battle Fish Academy at Paul Smith's College. An office location has been secured at 124 Franklin Street, with a resolution later in the meeting authorizing the lease of the space. We have retained BBG&G Advertising, an MWBE women-owned business for branding and website development. Ben created a survey that was sent out to many businesses to garner support for the program as well as the needs for the job portal. M. Capone has been working with Steve [Hunt] and Empire State Development staff in figuring out the administrative process to ensure everything is sailing smoothly throughout the next five years. C. Farone and L. Marr have met with Assemblyman Gray, Senators Stec and Walczyk to talk about the initiative.

M. Murray commented that she drove down Franklin Street and the building looks very nice. Carl stated that he is hoping to someday hold a Board meeting at that location.

M. Hall commented that he has heard a lot of positive feedback about the program and people are excited to make this connection with soldiers. Hopefully it can solve many of our employment issues.

c. City of Watertown Disinfection Byproducts –

C. Farone reported that the Authority is continuing to work with the city to move the project forward. The city has requested a project schedule extension from the EPA to give them additional time to better define the project and develop the funding strategy. The EPA has approved the extension until July 1, 2028. The city intends to apply for DCIP funding in the amount of \$17 million and the IMG Grant for 40% of the project, with the total project amount being \$60 million.

d. Staff Updates:

C. Farone shared the following staff achievements:

Promotions -

J. Jacques has been promoted to Assistant Director of Engineering.

N. Moulton has been promoted to IT System Analyst.

B. Bush has been promoted to Administrative Supervisor.

Certifications –

T. Goodrich has earned his 2A Wastewater Operators License.

S. Fowler has earned his Grade C & D Water Operator Certifications.

J. Mosher has earned his Grade C & D Water Operator Certifications.

M. Farmer has earned his Grade C & D Water Operator Certificate

B. Marlowe Recore earned her IIB Water Operator Certification

Other Appointments –

E. McBath has been elected president of the Waddington Rescue Squad.

f. C. Farone shared that he has been asked to serve on the North Country Regional Economic Development Council (NCREDC), and he has accepted.

7. Finance –

- a. J. Staples reviewed the December financials, beginning with the Statement of Net Position which reflects the change from fiscal year-end 2024 against fiscal year 2025 December year to date. The change between assets and total liabilities, deferred outflows and net position is an increase of \$6.8 million. There are two changes to assets; Loan Receivables increased by \$2.1 million as Regional Development continues to loan funds, and Capital Assets, net increased by \$3.6 million associated with the Army Sewer Line Rehabilitation Project.

Under Liabilities, long term liabilities increased \$4.2 million as we continue to draw loan funds for the Army Sewer Line rehabilitation project. Under Net Position, the liner reserve increased from fiscal year 2024 to December of 2025 by \$2.1 million as we add funds to that reserve to fund the upcoming new landfill cells. Also, the Board designated landfill gas reserve has been reduced year-to-date by \$1.3 million. We are continuing to draw this reserve to zero to fund the landfill gas capital project, which includes adding more gas extraction wells to Phase I of the Landfill, tying in the Southern expansion to the existing collection system, and replacing the flare. Once this reserve is drawn down to zero, the balance of the funding for this project will come out of the replacement reserve.

J. Staples stated that there were errors in the read ahead package within the Change In Net Position for All Units and Regional Development, but these have been corrected for what is being projected during the meeting. She continued the financial review by stating Total Operating Revenue is running lower than the year-to-date budget by \$2.3 million. Grant revenue is the largest category under budget by \$1.9 million. Telecom grant revenue is under budget by \$600,000, and as of the end of December Telecom has received \$1.1 million in revenue from the NTIA grant. The Army Water Line has a year-end budget of \$5 million for grant revenue associated with the Army Waterline Replacement Project. We will be recognizing this grant revenue in February as we closed on the long-term financing with EFC this week. Customer billings is off by \$377,000, of which \$305,000 is associate with Materials Management. MMF Tonnage for December year-to-date was projected at 179,059 tons, and the actual tonnage received year-to-date was 176,332 which is slightly under budget by 2,727. The main categories under budget are C&D, non-beneficial sludge, and contaminated soil.

Overall Operating Expenses are under budget by \$1.7 million, mainly associated with depreciation and amortization, maintenance expense and professional fees. Depreciation is under budget year-to-date by \$310,000 mainly associated with an articulated hauler that MMF had anticipated purchasing in early fiscal year 2025 but has seen delays in the building of the equipment. This means this piece of equipment won't be capitalized until it has been received which is anticipated for some time in March. Operating and Maintenance Expenses were under budget by \$474,000. All divisions except Regional Development are underbudget in this category with MMF being the largest division at \$233,000 under budget, with \$126,000 of this is due to fuel expense. The fuel budget was determined based on two working faces operating, however the landfill is only running one face at this time reducing the amount of fuel needed. Professional fees are under budget by \$259,000, where MMF is under by \$115,000 and

\$95,000 of that is associated with carbon credit expense. The 2023 verification process will not be completed before this fiscal year-end, but the sale of these credits is expected to be finalized in fiscal year 2026.

Under Non-Operating Revenue and Expense, Total Non-Operating Revenue and Expense is over budget by \$1.3 million, Total Interest Income is over budget by \$1.3 million year-to-date, Actual Interest Income year-to-date is \$2.3 million and Market Adjustment is a positive \$799,000, adding up to the December year-to-date interest income of \$3.1 million. Market Adjustments are not a realized gain or loss unless we pull the money out of the investment early.

To summarize, the Change in Net Position shows a gain of \$1.5 versus a year-to-date budgeted gain of \$838,000.

Upon a motion by D. Mastascusa, and seconded by E. Virkler, financials ending December 31, 2024, were unanimously approved.

8. Governance –

C. Farone explained the following policies are required to be reviewed by the Authority Board of Directors annually. He further stated that Resolutions 2025-02-01 through 2025-02-03 would be edited to include “now upon the recommendation of the Governance Committee”

- a. Resolution No. 2025-02-01, approves the Disposition of Real Property Policy as attached and incorporated in this resolution.

Upon a motion by E. Virkler and seconded by M. Hall, Resolution No. 2025-02-01, Approving Disposition of Real Property Policy, was unanimously approved.

- b. Resolution No. 2025-02-02, approves the Investment Policy as attached and incorporated in this resolution.

Upon a motion by M. Hall and seconded by D. Mastascusa, Resolution No. 2025-02-02, Approving Investment Policy, was unanimously approved.

- c. Resolution No. 2025-02-03, approves the Procurement Policy as attached and incorporated in this resolution.

Upon a motion by A. MacKinnon and seconded by D. Mastascusa, Resolution No. 2025-02-03, Approving Procurement Policy, was unanimously approved.

- d. Resolution No. 2025-02-04, authorizes the Executive Director to approve compensation adjustments, effective for the Fiscal Year 2026, commencing April 1, 2025 within the budgetary authorizations and consistent with Authority personnel policies authorized by the Board.

Upon a motion by E. Virkler and seconded by M. Hall, Resolution No. 2025-02-04, Authorizing Executive Director of Implement Compensation Plan, was unanimously approved.

9. Finance –

C. Farone stated that the Finance and Budget Committee met on February 13th to review and recommended the full budget package to the full Board for their approval today.

- a. Resolution No. 2025-02-05, approves and adopts the Administrative Budget Fiscal Year 2026 and line items contained therein, as proposed. This resolution also approves the Administrative capital projects for the Fiscal Year 2026 and authorizes the Executive Director to undertake and pay for such projects, including contracting. Further, capital funds that were previously approved, but not fully executed, are carried forward for use in Fiscal Year 2026. The Schedule of Restricted / Board Designated Reserves are also approved in this resolution, as well as the ability to manage reserves delegated to the Executive Director who shall report such actions to the Board of Directors on a timely basis. The Fiscal Year 2026 Administrative Allocations are approved and adopted, as well as the Audit Committee Budget. This resolution authorizes the Executive Director to execute grant agreements and related documents with grant recipients as appropriate.

Upon a motion by D. Mastascusa and seconded by A. MacKinnon, Resolution No. 2025-02-05, Approving Fiscal Year 2026 Administrative Budget, Capital Projects, Administrative Allocations and Audit Committee Budget, was unanimously approved.

C. Farone noted within Appendix C, the budget includes transferring \$4,895,000 from the liner reserve to the replacement reserve. This was discussed during the Finance and Budget Committee meeting and needed to be shared with the full Board.

- b. Resolution No. 2025-02-06, approves and adopts the Fiscal Year 2026 Engineering Budget and line items contained therein, as proposed. This resolution further delegates the Executive Director to negotiate contracts and report such actions to the Board of Directors in a timely manner.

Upon a motion by D. Mastascusa and seconded by A. MacKinnon, Resolution No. 2025-02-06, Approving Fiscal Year 2026 Engineering Division Operating Budget, was unanimously approved.

- c. Resolution No. 2025-02-07, approves and adopts the Fiscal Year 2026 Materials Management Division Budget and line items contained therein, as proposed. This resolution also approves the Materials Management capital projects for the Fiscal Year 2026 and authorizes the Executive Director to undertake and pay for such projects, including contracting. Further, capital funds, that were previously approved but not fully expended, are carried forward for use in Fiscal Year 2026. This resolution also approves the tipping fees as follows:

Municipal solid waste, construction and demolition waste, and ash	
April 1, 2025	\$57.00 per ton
January 1, 2026	\$61.00 per ton

Non-beneficial use sludge, industrial waste and sewage sludge

April 1, 2025	\$43.00 per ton
January 1, 2026	\$50.00 per ton

Non-hazardous petroleum contaminated soil and beneficial use sludge

April 1, 2025	\$27.00 per ton
January 1, 2026	\$31.00 per ton

Friable asbestos (one-ton minimum)

April 1, 2025	\$200 per ton (no change)
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Asbestos-containing material or other waste that requires special handling protocol during disposal

April 1, 2025	\$87.00 per ton
January 1, 2026	\$91.00 per ton

This resolution extends the Community Improvement Program and the Residential Cleanup Program for Fiscal Year 2026 at a discount of 25% off the published gate rate. Reserve requirements per ton as included in the tipping fees shall be \$6.50 for Closure, \$7.00 for Replacement, and \$11.00 for Liner. Pursuant to the Host Community Agreement with the Town of Rodman, the estimated host benefit fees of \$940,685 will be paid for the Fiscal Year 2026. The resolution further delegates the authority to establish tipping fees, special condition fees, manage reserves, establish host community agreements and negotiate hauler contracts to the Executive Director, who shall report such actions to the Board of Directors in a timely manner.

Upon a motion by M. Hall and seconded by E. Virkler, Resolution No. 2025-02-07, Approving Fiscal Year 2026 Materials Management Division Operating Budget, Capital Projects, Reserve Requirements, and Tipping Fees, was unanimously approved.

C. Farone explained that the capital projects are structured differently within the Materials Management Division. He referenced page 79, item 2, Materials Management Capital Projects for fiscal year 2026 as set forth in Appendix B are approved for immediate expenditure. Typically, these funds would not be effective until April 1, but this is an instance where we have been trying to purchase a tractor but because of new laws in New York State there are now specific requirements on the vendor to enable them to sell diesel-fueled vehicles. One has been located for us to purchase and we have asked them to hold it for us to be purchased following this meeting.

- c. Resolution No. 2025-02-08, approves and adopts the Regional Development Budget and line items contained therein, as proposed for Fiscal Year 2026. This resolution also delegates the authority to negotiate contracts to the Executive Director who will report to the Board of Directors in a timely manner.

C. Farone noted that the Regional Development budget also included the Next Move NY budget, which is causing the numbers to be elevated.

Upon a motion by T. Hefferon and seconded by D. Mastascusa, Resolution No. 2025-02-08, Approving Fiscal Year 2026 Regional Development Budget, was unanimously approved.

- d. Resolution No. 2025-02-09, approves and adopts the Telecommunications Division Budget and line items contained therein, as proposed. This resolution also approves the Telecommunications Division capital projects for the Fiscal Year 2026 and authorizes the Executive Director to undertake and pay for such projects, including contracting, on such terms and conditions, as he shall determine. Further, capital funds that were previously approved but not fully expended are carried forward for use in Fiscal Year 2026. Based on anticipated circuit volume, a tariff was filed with and accepted by the Public Service Commission on May 1, 2004 will remain in effect for Fiscal Year 2026. This resolution also approves that the reserves will be maintained on an on-going basis for the Fiscal Year 2026. Previously authorized reserves have been created and capitalized as of December 31, 2024 in the following amounts, Operating \$1,101,487 and Repair and Upgrade \$3,671,402. The following reserves will be maintained on an on-going basis for Fiscal Year 2026, Operating 16.7% of Revenue, Repair & Upgrade 11% of OSP Replacement Cost. To enhance the Authority's ability to respond promptly to changing conditions in the competitive telecommunications market, the authority to create and manage reserves, establish agreements and negotiate contracts, this resolution also delegates the Executive Director who shall report such actions to the Board of Directors on a timely basis.

Upon a motion by E. Virkler and seconded by M. Hall, Resolution No. 2025-02-09, Approving Fiscal Year 2026 Telecommunications Division Operating Budget, Capital Projects, Reserve Requirements, and Tariff, was unanimously approved.

- e. Resolution No. 2025-02-10, approves and adopts the Water Quality Management Budgets and line items contained therein, as proposed. This resolution also approves the Water Quality Management's capital projects for the Fiscal Year 2026 and authorizes the Executive Director to undertake and pay for such projects, including contracting, on such terms and conditions, as he shall determine. Capital funds that were previously approved but not fully expended are carried forward for use in Fiscal Year 2026. This resolution approves and adopts user charges for Water Quality Management for Fiscal Year 2026 as proposed. This resolution authorizes and directs the Executive Director to manage reserves for the Army Waterline and Sewer Line, and Regional Waterline projects consistent with contractual requirements. To enhance the Authority's ability to respond promptly to customer requirements, the authority to negotiate contracts is delegated to the Executive Director who will report such actions to the Board of Directors in a timely manner.

C. Farone noted that we have met with the Army and they have accepted both proposals.

Upon a motion by T. Hefferon and seconded by D. Mastascusa, Resolution No. 2025-02-10, Approving Fiscal Year 2026 Water Quality Management Division Operating Budget, Capital Projects, and User Charges, was unanimously approved.

- f. Resolution No. 2025-02-11, approves and adopts the Fiscal Year 2026 North County Economic Development Fund Budget and line items contained therein, as proposed. The North County Economic Development Fund Board ratified the FY 2026 Budget at its meeting on February 7, 2025.

M. Doheny joined the meeting at 11:13 AM.

Upon a motion by E. Virkler and seconded by A. MacKinnon, Resolution No. 2025-02-11, Approving Fiscal Year 2026 North County Economic Development Fund Budget, was unanimously approved.

10. Technical Services Summary Report –

a. Non-Lewis County Contracts –

- I. Village of Heuvelton, SSA, Amendment No. 1 NYS RTE 812 Sewer Corridor, Total Agreement Amount of \$160,000.00, 3/01/25 – 8/31/25, St. Lawrence County
- II. Village of Oswegatchie, TSA, Water and Sewer District Formation, Total Agreement Amount of \$5,000.00, 1/01/25 – 9/01/25, St. Lawrence County
- III. Jefferson County, TSA, Amendment No. 1 to Former Deferiet Paper Mill Project Redevelopment, Total Agreement Amount of \$66,500.00, 3/01/25 – 12/31/25, Jefferson County
- IV. Jefferson County, TSA, Amendment No. 1 to Former Abass Foods Project, Total Agreement Amount \$35,000.00, 3/01/25 – 12/31/25, Jefferson County
- V. Village of Theresa, SSA, Wastewater Disinfection Improvement Project Ralston Street Control Panel & Morgan Street Control Panel supply and installation, Total Agreement Amount \$175,000.00, 3/01/25 – 12/31/26, Jefferson County
- VI. Village of Castorland, SSA, Well Pump Controls Upgrade Project (Previously approved May 2021 at \$36,000), Total Agreement Amount \$55,000.00, 5/01/2025 – 12/31/2026, Lewis County
- VII. Village of Castorland, O&M, Operations & Maintenance Service Agreement (Renewal of 5 year contract since 2021, Total Agreement Amount \$315,184.00, 6/01/2025 – 5/31/2030, Lewis County
- VIII. Town of Edwards, O&M, Operations and Maintenance Service Agreement (Renewal of annual 5-year contract since 2010), Total Agreement Amount \$410,017.00, 6/01/2025 – 12/31/2029, St. Lawrence County
- IX. Village of Hammond, O&M, Amendment 1 Operations and Maintenance Agreement, Total Agreement Amount \$213,162.00, 6/01/2025 – 5/31/2027, St. Lawrence County

- X. Thousand Island Bridge Authority, O&M, Amendment 1 Operations and Maintenance Agreement, Total Agreement Amount \$211,787.00, 3/01/2025 – 2/28/2027, Jefferson County.

A. MacKinnon asked regarding sewer contracts, whether there were 100 users or 1000 users on a system, are the requirements for the operators the same. C. Tuttle responded that more users increase the flow and complexity, which can impact the rating of the plant. DEC takes these factors into consideration when rating a plant. The wastewater stream volume can also dictate the permit level for the amount of treatment required.

A. MacKinnon further asked if each plant has to have one manager in charge of the plant, no matter how many people are being served. C. Tuttle responded that they need to have a licensed chief operator and a licensed backup operator. This is why the Authority has expanded with so many contracts into St. Lawrence County, because we have the qualified people to manage these plants.

A. MacKinnon further stated that these plants might require somebody to be there only an hour and a half each day and that would be hard for the community to have their own licensed staff to provide this. C. Tuttle stated that the Authority can manage the staff better because our people can do more.

Upon a motion by M. Hall, and seconded by D. Mastascusa, Board Contract Summary Table items numbered I through X for the month of February were unanimously approved.

11. Engineering –

- a. Resolution No. 2025-02-12, approves the Technical Services Agreement by and between the Authority and the Village of Malone. Furthermore, the Executive Director is authorized and directed to execute said Agreement.

Upon a motion by E. Virkler, and seconded by M. Hall, Resolution No. 2025-02-12, Technical Assistance Services Agreement, Village of Malone, Sanitary Sewer Improvements Project, Consent Order Assistance, was unanimously approved.

- b. Resolution No. 2025-02-13, amends the Technical Services Agreement by and between the Authority and the Village of Malone. Furthermore, the Executive Director is authorized and directed to execute said Agreement.

Upon a motion by E. Virkler and seconded by M. Hall, Resolution No. 2025-02-13, Technical Assistance Services Amendment No. 2, Village of Malone, Water System Improvements Project, was unanimously approved.

- c. Resolution No. 2025-02-14, approves Amendment No. 1 to the Technical Services Agreement for Water Supply and Treatment Upgrades, by and between the Authority and Village of Tupper Lake. Furthermore, the Executive Director is authorized and directed to execute said Agreement.

Upon a motion by T. Hefferon seconded by D. Mastascusa, Resolution No. 2025-02-14, Technical Services Amendment No. 1, Village of Tupper Lake, Water Supply and Treatment Upgrades, was unanimously approved.

12. Materials Management –

- a. Resolution No. 2025-02-15, amends FY 2023 Natural Resource Management Improvement Project to reduce the budget from \$110,000 to \$77,026, and amends FY 2024 Natural Resources Management Improvement Project to reduce the budget from \$145,000 to \$65,235, and authorizes the Chief Financial Officer to establish a new Materials Management capital project for MMF FEMA Repairs in the amount of \$200,000. Furthermore, the Executive Director or his designee is authorized to execute any documents required to apply for and receive FEMA and NYSDHS funding, and such project shall be funded from the Replacement Reserve, and the proceeds from FEMA and NYSDHS funding will be returned to the Replacement Reserve upon receipt.

Upon a motion by M. Hall and seconded by D. Mastascusa, Resolution No. 2025-02-15, Capital Budget Amendment, Materials Management Division, Materials Management FEMA Repairs, was unanimously approved.

13. Water Quality –

- a. Resolution No. 2025-02-16, authorizes the Chief Financial Officer to establish a new Army Sewer Line capital project for WPS FEMA Repairs in the amount of \$770,250. Furthermore, the Executive Director, or his designee, is authorized to execute any documents required to apply for and receive FEMA and NYS Department of Homeland Security funding.

Upon a motion by E. Virkler and seconded by M. Hall, Resolution No. 2025-02-16, FYE 2025 Capital Budget Amendment, Water Quality Division, Army Sewer Line, Warneck Pump Station FEMA Repairs, was unanimously approved.

14. Regional Development –

- a. Resolution No. 2025-02-17, approves a \$750,000 internal loan from the Economic Development Fund to support improvements to the Army Water Line at the attached Terms and Conditions, and further authorizes the Executive Director or the Chief Financial Officer to execute all documents necessary to make the loan.

B. McGrath asked what the reason was for the holdup with the grant. C. Farone stated it is not necessarily a holdup as it is going through all the paperwork. He further explained that even the EFC closing for the financing with the state took six months.

B. McGrath stated that so many grants are being held up right now and there is much uncertainty, he questions whether this will go as smoothly as we think. C. Farone replied that we are hopeful, and we have not heard that it will not be funded. With other grants such as NBRC, there was a hiccup, but we were then notified that they would be going forward with the grant. We have not been notified that this will not be funded.

T. Haynes stated that he received an email with several questions this morning that indicates they are actively reviewing the environmental documentation and are actively

working on it. C. Farone states we are hopeful that it will come through because it is an important project serving our military installation.

Upon a motion by D. Mastascusa and seconded by A. MacKinnon, Resolution No. 2025-02-17, Economic Development Fund, Army Water Line, Loan, was unanimously approved.

b. Loan Report –

M. Capone reported that all loans are paying as agreed with the exception of two loans within the North Country Economic Development Fund. The two loans within this fund are funded by the New York Power Authority. Their board has met and they are aware that we are working with the two borrowers through the process.

- c. Resolution No. 2025-02-18, ratifies the assumption of the Woods Inn 1894, LLC loan by TWI Hospitality, LLC at the terms and conditions outlined on the attached Term Sheet, and further authorizes the Executive Director or the Chief Financial Officer to execute all documents necessary to make the loan.

B. McGrath asked if a traditional underwriting analysis was done and if we are comfortable with the results. M. Capone replied yes, the traditional underwriting analysis was done, and while there are some red flags, we felt that with the additional conditions on the loan, it is in the best interest of the community to allow for the assumption to stay off the foreclosure.

B. McGrath asked what the red flags were. M. Capone responded there are concerns with personal credit, projections, and long-term property usage if they were to choose to do Airbnb or sell off the land and build townhouses. This is why the default language was added so that it remains lodging, or they would need our approval.

B. McGrath clarified by asking based on the information presented, if this were a traditional underwriting analysis, we probably wouldn't issue the credit, but the analysis is we have bad options and this is the least bad option. M. Capone and C. Farone responded yes.

M. Hall asked if the new borrowers were agreeable to the new terms. M. Capone confirmed they are.

Upon a motion by T. Hefferon and seconded by D. Mastascusa, Resolution No. 2025-02-18, Regional Transformational Community Revolving Loan Fund, Woods Inn 1894, LLC, Loan Assumption, was unanimously approved.

- d. Resolution No. 2025-02-19, authorizes the Authority's Executive Director to enter into the Lease Agreement attached with 124-136 Franklin Street., LLC, to lease office space suitable to the Authority's needs to include a storefront located at 124 Franklin Street, Watertown, NY.

Upon a motion by A. MacKinnon and seconded by D. Mastascusa, Resolution No. 2025-02-19, Office Space Lease, Next Move NY, Development Authority of the North Country, was unanimously approved.

15. The next Board Meeting will take place on March 27, 2025.

16. Adjourn -

Upon a motion by A. MacKinnon and seconded by D. Mastascusa, the meeting was adjourned at 11:43 AM.

Respectfully submitted,



Dennis Mastascusa
Board Secretary