



**MINUTES**  
**BOARD OF DIRECTORS MEETING**  
**Thursday, August 28, 2025 – 10:30 AM**  
**Materials Management Facility Conference Room**  
**23400 NYS Rt. 177, Rodman, New York**

The Development Authority of the North Country Board of Directors met in regular session in person and via Zoom Videoconference at the Materials Management Facility, 23400 NYS Rt. 177, Rodman, New York on Thursday, August 28, 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

Steve Hunt  
Brian McGrath\*

\*Attended via videoconferencing.

**Members Absent**

Nancy Henry

**Staff Present:**

Carl Farone, Executive Director  
Jennifer Staples, Chief Financial Officer  
Carrie Tuttle, Chief Operating Officer  
Stephen Bohmer, Director of Information Technology  
Michelle Capone, Director of Regional Development  
Thomas Haynes, Director of Engineering  
Dawn Loudon, Comptroller  
Laurie Marr, Director of Communications and Public Affairs  
Brian Nutting, Director of Water Quality Management  
Regina Rybka-Lagattuta, Director of Human Resources  
Shawn Thornton, Director of Materials Management  
Brian Wohnsiedler, Landfill Superintendent  
John Phelps, Recycling Coordinator  
David Wolf, Telecommunications Strategic Advisor  
Brian Zuris, Director of Telecommunications  
Angela Marra, Executive Assistant  
Tonya Watson, Administrative Associate  
Eric Kruk, IT Technician

**Guests:**

Jennifer Granzow, Counsel, Wladis Law Firm

1. Chairperson Murray called the meeting to order at 10:32 AM.
2. Chairperson Murray requested a roll call.
  - A quorum of voting and non-voting members was established.
3. Privilege of the Floor -
4. Upon a motion by M. Hall and seconded by E. Virkler, the minutes from the June 26, 2025 Board Meeting were unanimously approved.
5. Chairperson's Report
  - a. The Lewis County Board of Legislators have reappointed Eric Virkler to serve another four-year term on the Development Authority's Board of Directors for the period August 5, 2025 to August 5, 2029.
  - b. Following today's Board Meeting, lunch will be provided alongside Authority staff. There will also be guided bus tours of the facility.
  - c. The Authority Open House is today from 4 to 6 PM and will be open to the public. We are hoping for a good turnout.
  - d. The next scheduled Board Meeting is Thursday, September 25 at 10:30 AM. This is also the Strategic Planning Session. Meeting location details will be communicated as we get closer to the date.
6. Executive Director's Report
  - a. C. Farone introduced B. Zuris to the Board as the recently appointed Director of Telecommunications. He joined the Authority on July 7th with over 15 years of executive leadership experience in the telecommunications sector. B. Zuris further stated that he has worked in telecom since 2008 in operational and financial management roles in several different companies of various sizes, and he is very excited to be here and help grow the network. C. Farone explained that D. Wolf is still with the Authority in a new role as Telecommunications Strategic Advisor.
  - b. Authority's 40<sup>th</sup> Anniversary -

C. Farone reviewed the Authority creation process by sharing that on July 30, 1985, then New York State Governor Mario Cuomo signed into order Chapter 670 of the Laws of 1985. He further shared an article from the time, quoting Governor Cuomo saying, "In Albany, we're trusting you to do it on your own" and "we could have had Albany run the North Country, but we're giving you the chance to promote your own destiny." C. Farone stated that we have delivered on what we said we would do, and he feels Governor Cuomo would be proud of what has been achieved here. Today, as we celebrate our 40<sup>th</sup> Anniversary, C. Farone felt it was important to recognize Congressman David Martin, who fought for the stationing of the troops at Fort Drum, and Senator John McHugh, Assembly Members Bob Nortz and John O'Neill for introducing the enabling

legislation creating the Development Authority, and John B. Johnson, Jr. who was a member of the Fort Drum Steering Council and an integral part of the creation of the Development Authority. Today we celebrate our 40<sup>th</sup> anniversary with a luncheon and tour of the facility that the Board, staff and retirees of the Authority have been invited to attend. Later today we will also host an Open House at the Materials Management Facility with each division showcasing the services they provide. The Open House additionally offers an opportunity to provide full transparency to our municipal partners and the general public.

M. Doheny joined the meeting via Zoom at 10:43 AM.

c. Next Move NY Update –

C. Farone offered an update on Next Move NY stating the website is operational as nextmove.ny.com. Oplign has been selected as the vendor for the job matching portal. Their work is specifically geared toward military and military recruitment, and they currently have contracts with Amazon and they are very excited to team up with Next Move NY. We are also excited about the job matching portal as it appears to do everything we wanted and more. A pilot test has been run with a large employer for the Veterans Ambassador Program and it is going very well. The Quarter 1 results, April through June, show we have engaged with 97 businesses by attending 14 events where we have been able to engage with 20 spouses, 58 veterans and 348 soldiers, resulting in 635 soldiers engaged year to date. We have also helped place seven transitioning soldiers and/or their spouses with employment, and we expect these numbers to continue to increase over time. We have testimonials from those placed with employment expressing their happiness with the program and their appreciation, with some even stating they were planning on leaving the area but stayed because of the help from Next Move NY.

d. MMF Multi-Sector Permit Inspection –

C. Farone expressed praise to the Materials Management staff following a recent DEC site inspection in July where we received a satisfactory result with a nearly perfect rating showing no water quality violations exist or are likely to develop. Thank you to our Materials Management and Engineering staff as this is a testament to their excellent work.

e. Staff Updates –

C. Farone stated that staff obtaining additional certifications is always a main area of discussion in our strategic planning, and shared the following staff achievements:

New certifications –

Tony Goodrich, Water Quality Supervisor, earned a Grade 3A Wastewater Operator Certification  
Don Eastman, Water Quality Technician, earned a Grade 2A Wastewater Operator Certification  
Caleb Colton, Environmental Tech, earned his Class CDL

Longevity Awards –

Steve Bohmer, Director of IT, 10 years

Tim Buckley, Optical Network Engineer, 15 years  
Stuart Tamblin, Assistant Landfill Super, 25 years  
New Employees -  
Brian Zuris, Director of Telecommunications  
Rachel Chamberlain, Admin Specialist – Operations  
Wesley Churchill, MMF Maintenance Tech

f. Board Updates –

C. Farone shared that Brian McGrath was selected by the New York Law Journal as a Distinguished Leader in 2025. He is among 18 attorneys selected statewide for this award. Each year the journal recognizes attorneys and judges for dedication, innovation, and leadership that has impacted the legal profession or represents the pinnacle of legal achievements across the state. Congratulations to Brian.

7. Finance –

a. Finance Report – Chief Financial Officer

J. Staples reviewed the highlights within the June year-to-date financials. The statement of net position shows the change between Assets and Total Liabilities, Deferred Outflows and Net Position decreased by \$159,000. The only notable change on the Statement of Net Position is the decrease of receivables of \$1.6 million, mainly associated with the Telecom NTIA grant draw that was made in FYE 25 and was paid in FY26 resulting in a reduction in receivables.

Under the Change in Net Position for All Units, Total Operating Revenue is lower than the year-to-date budget by \$1.4 million. Lower revenue is associated with the timing of draws for the NTIA grant project. An NTIA draw was completed in August for just under \$1 million and the funds have been received for that draw. MMF is the main reason for Customer Billings being over by \$504,000 at the end of June as the tons received were over budget by 4,940 tons, mostly in asbestos and municipal solid waste categories. There were a number of special waste projects going on at this time, with one project being managed by our engineering division resulting in an estimated 28,000 tons of material. Overall, Operating Expenses are under budget by \$624,000. Costs over budget YTD are: Closure and Post Closure Costs and Community Benefits are over budget year-to-date as they are driven by landfill tons received. Water Purchases are over budget by \$19,000, off set by the Army Waterline revenue being over budget by \$58,000. Computer Expenses is over by \$20,000 due to the GIS yearly maintenance and subscription fee billed at the beginning of this fiscal year.

Non-Operating Revenue and Expense total is over budget by \$450,000. Interest income is over budget by \$453,000, Actual Interest Income year-to-date is \$881,000 and the Market Adjustment is a positive \$213,000, all adding up to the \$1.1 million.

In summarizing the Change In Net Position, there was a year-to-date gain of \$724,000 versus a year-to-date budget gain of \$1 million. The discrepancy is under grant revenue due to the timing of the NTIA draws.

Upon a motion by K. Bibbins, and seconded by D. Mastascusa, financials ending June 30, 2025, were unanimously approved.

8. Technical Services Summary Report –

a. Non-Lewis County Contracts –

- I. Town of Gouverneur, TSA, CDBG Grant Application, Total Agreement Amount of \$3,750.00, 7/01/25 – 9/30/25, St. Lawrence County
- II. Village of Castorland, O&M, Amendment 1 – Operations & Maintenance Agreement (Removal of Annual Preventive Maintenance Inspections for Manholes, Hydrants, and Valves), Total Agreement Amount of \$299,400.00, 6/1/25 – 5/31/2030, Lewis County
- III. United Cerebral Palsy Association of the North Country (Community Health Center of the North Country), TSA, NBRC Grant Administration (AP-NBRC-221) Construction of new exam rooms in Ogdensburg and Canton office locations, TSA, Total Agreement Amount \$12,312.50, 8/1/25 – 12/31/25, St. Lawrence County

Upon a motion by E. Virkler, and seconded by M. Hall, Board Contract Summary Table item numbered I through III for the month of August were unanimously approved.

9. Materials Management –

- a. Resolution No. 2025-08-46, amending the capital budget for the purchase of the Articulated Hauler (Project 20-216), reducing the budget by \$63,000, from \$888,000 to \$825,000. Furthermore, this resolution authorizes the Chief Financial Officer to establish a new Materials Management capital project, titled Critical Spare Equipment, in the amount of \$63,000 to purchase a spare excavator bucket and a portable compressor.

Upon a motion by A. MacKinnon and seconded by K. Bibbins, Resolution No. 2025-08-46, Fiscal Year 2026 Capital Budget Amendment, Critical Spare Equipment, Materials Management Division, was unanimously approved.

10. Telecommunications –

- a. Resolution No. 2025-08-47, authorizing the Chief Financial Officer to establish a new Telecommunications capital project, titled National Grid Network Expansion, for the purchase of the DWDM equipment in the amount of \$300,000. Furthermore, this resolution authorizes and directs the Executive Director to

negotiate and enter into a twenty-year Indefeasible Right of Use and Central Office Colocation Agreement with National Grid for a 10 Gbps wave core ring.

C. Farone noted that IRU is another term for a lease. He further explained that this is a lease of capacity on our system for National Grid's internal use only. National Grid will not be competing with the Authority to provide service as this is for internal use only. Being a 20 year IRU ensures the Authority and National Grid will be partners for the next 20 years in meeting the broadband requirements. This is a very good investment for the Authority and partnership with National Grid.

M. Hall asked what kind of territory this network is going to cover. C. Tuttle responded that it covers all of National Grid's network in the North Country within the Authority's footprint, and covers roughly 35% of National Grid's footprint in New York State.

Upon a motion by D. Mastascusa and seconded by M. Hall, Resolution No. 2025-08-47, Capital Project Authorization, Telecommunications Division, National Grid Network Expansion, was unanimously approved.

#### 11. Water Quality –

a. Resolution No. 2025-08-48, determining that the project is a Type II Action, and will not have a significant adverse impact on the environment, and therefore no Environmental Impact Statement needs to be prepared and no further action with regard to SEQRA is required.

Upon a motion by E. Virkler and seconded by M. Hall, Resolution No. 2025-08-48, Army Waterline Pipeline Replacement – Phase II Project, SEQRA Type II Action, No Significant Impact on the Environment, was unanimously approved.

b. Resolution No. 2025-08-49, determines within Sections 1 – 9 of the resolution that the Authority has been vested with all the powers necessary and convenient to carry out the purposes and provisions of Title 29 of the Public Authorities Law. The Authority is to issue its bonds, notes or obligations in an aggregate original principal amount not to exceed \$15,300,000. The Authority is authorized to undertake the rehabilitation of 12,900 linear feet of ductile iron pipe with high density polyethylene pipe between Fort Drum and the City of Watertown Water Treatment Plant, and to issue, execute, sell and deliver its bonds, notes, or other evidences of obligations having a maturity not to exceed thirty years in an original aggregate amount not to exceed \$15,300,000. It is further resolved that the Chairperson, Vice Chairperson, and Executive Director of the Authority are each authorized in the name of and on behalf of the Authority to negotiate, execute, deliver and/or approve any documents necessary to issue the obligations. The authorized representatives are further authorized to sell all or a portion of the obligation to the New York State Environmental Facilities Corporation in the form of one or more loan agreements. Each of the Authorized Representatives are authorized and directed to ensure all acts be completed to make all required payments pursuant to the Financing Documents, and to execute all documents, certificates and instruments in order to carry out the Financing Documents and completed transactions to complete the purposes of this Resolution and maintain

compliance with all terms, covenants and provisions of the Financing Documents. The person executing the Financing Documents is authorized to agree to changes, insertions, omissions and modification as they may approve. This resolution shall constitute a declaration of the Authority's "official intent" to reimburse expenditures for the project. This resolution shall take effect immediately. This project is considered a Type II Action under the State Environmental Quality Review (SEQRA) and requires no further action under SEQRA.

C. Farone further stated that from the bond resolution perspective we do not have a \$15.3 million capital project established, meaning we cannot go and spend these funds and we are going through these steps to apply for grant money. With Phase I of this project, we found there to be 90% deterioration, which didn't allow us the opportunity to submit for grant funding. With Phase II we have more time, and M. Capone was able to secure a grant through OLDCC for the preliminary engineering report. Having this bond resolution approved and in place, combined with the engineering report, we are able to apply for grant monies.

Upon a motion by E. Virkler and seconded by M. Hall, Resolution No. 2025-08-49, Reconstruction Financing, Fort Drum Eater Line – Phase 2, Issuance and Sale of Authority Bonds, Note(s) or Other Obligations, was unanimously approved.

c. Resolution No. 2025-08-50, amending the Water Quality Division Capital Budget for the following; WPS Pump, Flow Meter and Controls Upgrades (Project 41-064) from \$389,000 to \$319,000, CCTV Sewer Camera Replacement (Project 41-069) from \$324,632 to \$204,632, and WPS FEMA Repairs (Project 41-067) from \$770,250 to \$1,065,250. Furthermore, the matching funds for the WPS FEMA Repairs (Project 41-067) capital project will be funded from the Army Sewer Line revenue.

Upon a motion by K. Bibbins and seconded by M. Hall, Resolution No. 2025-08-50, Capital Project Budget Amendment, Water Quality Division, Army Sewer Line, Warneck Pump Stations FEMA Repairs, was unanimously approved.

## 12. Regional Development –

### a. Loan Report –

M. Capone reported:

Golden Technology Management, also known as Agbotics, is 11 months past due. This loan matures September 1 and there is a balloon payment on it. She will be sending a demand notice for payment but she is not optimistic on it being fully repaid. This was funded from the North Country Value-Added Ag Fund through Empire State Development. M. Doheny recused herself from any discussion related to Agbotics

Woods Inn was funded through the tourism fund, which is another Empire State Development fund. We were hoping this would be picked up by someone else but that agreement fell through, now leaving them eight months past due. She

is not overly optimistic that funds will be recovered on this loan because the bank had a significant first mortgage, but M. Capone will continue to follow up with them.

Johnson Newspaper, funded with North Country Economic Development Fund (NCEDF) which is the New York Power Authority's money, is two months past due. The NCEDF has a separate board of directors and is monitoring this, but we will continue to work with them to get this caught up, as well as report this to the Board.

All other borrowers are paying as agreed.

- b. Resolution No. 2025-08-51, authorizing the Executive Director or Chief Financial Officer to execute HOME contracts based upon awards made by the North Country HOME Consortium Administrative Board.

Upon a motion by A. MacKinnon and seconded by E. Virkler, Resolution No. 2025-08-51, 2025 HOME Program Year, Authorizing Contracts, was approved. D. Mastascusa abstained from this vote.

- c. Resolution No. 2025-08-52, approving a \$150,000 line of credit from the Economic Development Fund to bridge New York State grants at the Terms and Conditions attached to the resolution, and further authorizes the Executive Director or the Chief Financial Officer to execute all necessary documents.

C. Farone disclosed that he is a member of the FDRLO Board of Directors, and did not partake in any meeting of the FDRLO when this was discussed, and was not involved in the underwriting process of the loan.

Upon a motion by K. Bibbins and seconded by A. MacKinnon, Resolution No. 2025-08-52, Economic Development Funds, Fort Drum Regional Liaison Organization, Loan, was unanimously approved.

- d. Resolution No. 2025-08-53, authorizing the Executive Director to enter into the Technical Services Agreement as attached to the resolution, with the Lake Champlain Lake George Regional Planning Board to provide loan underwriting services.

B. McGrath asked if there was a rate schedule for this resolution. M. Capone responded that the rate schedule is attached to the resolution on page 55 of the read ahead, and shows our billable rates as of April 1, 2025. It further notes that they are adjusted annually on April 1. She explained that the project development specialist primarily does the work on this, but she is available to assist in the event he cannot.

B. McGrath asked if there is a sunset date on this agreement. M. Capone responded that normally there is not a specific end date on these agreements, but section 17 of the Technical Services Agreement states that either party can terminate with 30 days' notice.

Upon a motion by D. Mastascusa and seconded by M. Hall, Resolution No. 2025-08-53, Technical Services Agreement, Lake Champlain Lake George Regional Planning Board, was approved. K. Bibbins abstained from this vote.

C. Farone stated that all official business has been completed, and there are no other resolutions to be presented at this meeting. We will continue with a staff presentation of the Materials Management Facility updates.

### 13. MMF Board Update Presentation –

The PowerPoint presentation was given by S. Thornton, Director of Materials Management, B. Wohnsiedler, Landfill Superintendent, and J. Phelps, Recycling Coordinator.

S. Thornton began with the highlight of several big picture items, starting with a recent stormwater management inspection where we were given a satisfactory (outstanding) result. One month prior to this inspection we had a Title V air management audit by DEC, and while we are still waiting on the final report it looks like it will be a favorable report. Additionally, we had a quarterly DEC inspection that we have consistently received high marks and great comments. S. Thornton continue with discussing the writing of the 10-year local solid waste management plan, which outlines to DEC how we plan to manage solid waste and waste diversion for the next 10 years. There was a period for public comments, where no comments were received, and a public meeting was held but no one came, which is testament that shows how comfortable the public is with what we are doing. He also expressed appreciation to the engineering division for their assistance with the many capital projects, and for the county partners meeting with MMF staff every other month to establish a dialog and working relationship to help synchronize the messaging out to the haulers and the communities.

B. Wohnsiedler continued the presentation with a review of the current projects taking place at the landfill; such as the Cell 14 Construction project, the Stage V Closure, and the Flare Upgrade and Phase 2 LFG Tie-In. He offered a review of the MMF Capital Project Summary to include items such as the Design and Construction of Cell 14, Closure V, the Southern Expansion tie in with the existing LFG piping and the new flare, and maintenance shop upgrades. He presented on the waste placement in Phase I where 96,722 tons of waste has been placed since April of this year. This phase is now closed for the winter, and final closure is expected to be completed in 2027; and Phase 2 where 22,081 tons has been placed since April, work is continuing on the permanent access road, and nine horizontal gas collectors have been installed with two more to be done. B. Wohnsiedler continued with leachate management, explaining that under the new operating paradigm leachate generation has been decreased by 2.5 million gallons year-to-date. He concluded with looking ahead at preparing the landfill for winter, stabilizing areas, and beginning budget preparation.

J. Phelps reviewed one main priority for sustainability, textile recycling. He has reached out to St. Pauley Shed for Lewis County and Apparel Impact in St. Lawrence County. Clothing swaps have been organized with local schools, and the New Beginnings Thrift Store in St. Lawrence County has begun separating out

school age child clothing to help build “get ready closets” at local schools. They have also been working on a recycling program with Slack Chemical, and they have agreed to donate up to 100 55 gallon drums each year to be utilized in recycling efforts. These drums have been used at events such as AUSA’s Riverfest, the Lewis County Fair, and Watertown Rapids, and we will continue reaching out to other organizations. Lastly, J. Phelps touched on school outreach, sharing that our menu of services has been shared with 12 of 36 districts. These services include a GreenSheen paint collection event, clothing closets, composting, food waste audits, recycling barrels, and field trips. Last year we hosted nine tours with a total of 383 people, this year we have had four tours with 89 people and have other tentatively scheduled for this fall.

14. Next Board Meeting Date – September 25, 2025

15. Adjourn -

Upon a motion by A. MacKinnon and seconded by K. Bibbins, the meeting was adjourned at 11:40 AM.

Respectfully submitted,



Dennis Mastascusa  
Board Secretary