



## MINUTES

**PROJECT DEVELOPMENT COMMITTEE MEETING**  
**Thursday, October 24, 2019 – 10:20 AM**  
**State Office Building – Conference Room 100, 1st Floor**  
**317 Washington Street, Watertown, New York**

The Development Authority of the North Country Project Development Committee met in regular session at the State Office Building, Conference Room 100, 1<sup>st</sup> Floor, 317 Washington Street, Watertown, New York on Thursday, October 24, 2019 at 10:20 am.

### **Committee Members - Present**

Alex MacKinnon, Chairman  
Thomas Hefferon  
James Hollenbeck  
Steve Hunt  
Margaret Murray  
Gary Turck

### **Committee Members - Absent**

### **Other Board Members Present**

Al Calligaris  
Frederick Carter  
John Johnson, Jr.  
Dennis Mastascusa

### **Staff Present:**

James W. Wright, Executive Director  
Carl Farone, Deputy Executive Director, Chief Financial Officer  
Michelle Capone, Director, Regional Development Division  
Laurie Marr, Director of Communications and Public Affairs  
Brian Nutting, Manager, Water Quality Division  
Patricia Pastella, Manager, Materials Management Division  
Jennifer Staples, Director of Information Systems  
Carrie Tuttle, Director, Engineering and Environmental Division  
David Wolf, Director, Technology Division  
Angela Marra, Executive Assistant  
Melissa Durant, Administrative Associate

### **Guests:**

1. Chairman MacKinnon opened the meeting at 10:15 AM. A. MacKinnon then turned the meeting over to M. Capone.
2. Resolution No. 2019-10-116, ratifies a loan in the amount of \$240,000 from the Regional Tourism Transformational Community Revolving Loan Fund to Carnegie Bay Marina, LLC at the terms and conditions outlined in the term sheet attached to the resolution, and further authorizes the Executive Director, or Deputy Executive Director/CFO, to execute all appropriate documents necessary to execute all documents necessary to make the loan. This is considered a Type II Action under the State Environmental Quality Review (SEQRA) and is considered an exempt activity requiring no further action.

M. Capone stated that the loan review committee met October 23<sup>rd</sup>. This is a project that will be owned by Charles Schaffer, Robert Johnson, and Ronald Johnson. The Johnsons are brothers, and currently own Johnson Lumber near Carthage. A substantial amount of work has already been done on the proposed marina site, to include raising docks, putting in a bath house, improving walkways, and running electricity to the docks. There was concern that they were not aware of the resilience funds that will be available for marinas. After discussing this with them, they are aware, and will most likely apply for some of that funding, but it will not affect this project.

J. Johnson asked if they are aware the water levels are going to continue to increase for the next five (5) years? M. Capone responded that they are aware, and part of the issue regarding state funding was that the criteria had not yet been set. They are also preparing to raise their docks in response to the higher water levels.

M. Capone further stated that they will be raising the docks 16 inches. However, the main concern that was being brought into question was if they knew that grant funds will be available, should they be explored before we do loan funding. Ultimately, raising the docks wasn't part of the original project. This was added after the fact, increasing their equity contribution by another \$155,000.

S. Hunt stated that they were specifically called and made sure they were aware of the ready business assistance. As it had not yet been released, they were not fully aware but were very interested. It is believed that they will be pursuing this funding for the dock portion of the project, but the criteria has not been released yet. It is the hope that there is going to be sustainability built into whatever the grants are, so as to take into account that high water levels are going to exist into the future.

T. Hefferon stated that he has visited the site. He said they are really working on it. They have dredged it out, and a lot of docks are up. They have a ramp, and plenty of room for parking. The tourism fund was discussed as being a possibility to be used for those types of projects in the future.

Upon a motion by T. Hefferon, and seconded by J. Hollenbeck, Resolution No. 2019-10-116, Regional Tourism Transformational Community Revolving Loan Fund, Carnegie Bay Marina, LLC, was unanimously approved by the Project Development Committee.

3. J. Wright requested an Executive Session to discuss legal matters.

Upon a motion by D. Mastascusa, and seconded by M. Murray, the committee moved into Executive Session at 10:20 AM.

Upon a motion by A. MacKinnon, and seconded by J. Hollenbeck, the committee moved into Executive Session at 10:30 AM.

Returning from Executive Session, no action was taken.

The meeting was adjourned at 10:30 AM.

Respectfully submitted,

  
Alex MacKinnon  
Chairman, Project Development Committee

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