

MINUTES
GOVERNANCE COMMITTEE
Thursday, September 19, 2019 – 9:00 AM
Thousand Islands Bridge Authority
Conference Room
43530 Interstate 81, Collins Landing, Alexandria Bay
New York 13607

The Development Authority of the North Country Governance Committee met in regular session at the Thousand Islands Bridge Authority Conference Room, 43530 Interstate 81, Collins Landing, Alexandria Bay, New York on Thursday, September 19, 2019 at 9:00 am.

Committee Members - Present

Frederick Carter, Chairman
Alfred Calligaris
Mary Doheny – 9:15 AM
Thomas Hefferon
John B. Johnson Jr.
Dennis Mastascusa - 9:15 AM
Margaret Murray

Committee Members - Absent

Other Board Members Present

James Hollenbeck
Alex MacKinnon
Gary Turck

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
Nicholas Moulton, Information Technology Technician

1. Chairman Carter called the meeting to order at 9:01 AM.

2. Chairman Carter requested a roll call by A. Marra.

All committee members were present except for M. Doheny and D. Mastascusa, confirming there was a quorum.

3. Resolution No. 2019-09-85, approves modifications to the Information Technology & Security Policy, and incorporates them as Authority Policy, effective immediately.

Upon a motion by T. Hefferon, and seconded by A. Calligaris, Resolution No. 2019-09-85, Information Technology and Security Policy Amendments, Development Authority of the North Country, was unanimously approved by the Governance Committee.

4. Resolution No. 2019-09-86, amends the Operating Budget of the Administrative Division to increase the budget for Office Expense (GL 5102) from \$64,000 to \$74, 249.

Upon a motion by T. Hefferon, and seconded by A. Calligaris, Resolution No. 2019-09-86, FYE 2020 Operating Budget Amendment, Administrative Division, St. Lawrence County – Office Lease, was unanimously approved by the Governance Committee.

5. Resolution No. 2019-09-87, amends the Operating Budget of the Materials Management Division to increase the budget for Mattress Recycling – All Counties (GL 6018) from \$102,000 to \$150,000.

J. Wright commented that at this point over 5,200 mattresses have been transported to be recycled from Lewis and St. Lawrence Counties. It is estimated that there will be at least 10,000 by the end of the year. The real savings with this is the avoided cost, as 10,000 mattresses is roughly the equivalent to 16,000 cubic yards of valuable landfill space valued at approximately \$600,000. Once it was suggested that by the first of the year the Board might consider banning mattresses, Jefferson County is coming on board with this recycling project now. They had been sending all current mattresses to the landfill. There are still some discussion still to be had with St. Lawrence County regarding them imposing a fee. Lewis County has been on board since the beginning, and were already charging their own fee for mattresses. It has since been worked out that they will split this income with the Authority. For \$7.50 residents only can take their mattresses to the county transfer stations.

Upon a motion by T. Hefferon, and seconded by M. Murray, Resolution No. 2019-09-87, FYE 2020 Operating Budget Amendment, Materials Management Division, Mattress Recycling Program, was unanimously approved by the Governance Committee.

6. Resolution No. 2019-09-88, authorizes the Regional Tire Reprocessing and Recycling Program, and further authorizes the Executive Director to execute an agreement with Geiter Done of WNY, Inc. 300 Greene Street, Buffalo, New York for that expressed purpose, not to exceed a three year term. This resolution further amends the Operating Budget of the Materials Management Division, to reduce the budget for Agricultural Plastics (GL 6015) from \$25,000 to \$5,000, RTS Contract Hauling (GL 6330) reduced from \$185,000 to \$160,000, and to increase the appropriation for Regional Tire Recycling (GL 6021) to \$45,000.

J. Wright stated that the Authority is in discussions with Geiter Done in Buffalo to start processing and recycling tires because all three counties are having difficulty finding places

to dispose of tires. Within these discussions, the Authority has expressed interest in establishing something here on this side of New York State. The Harrisville site will be suggested. This would be very beneficial to the three counties served by the Authority, as well as create private sector jobs in Lewis County.

A. Calligaris asked what they do with the tires, and where do the tires end up. J. Wright responded that the tires are currently being shredded, all metal is being removed and recycled, and then the shredded tires are sold to Seneca Meadows Landfill.

F. Carter asked if this is going to be something we can use in our landfill. J. Wright responded that this requires DEC approval on a number of things, but that is going to be explored.

J. Wright further stated that in the beginning they are going to backhaul the tires to their operation in Buffalo while these pieces are being negotiated.

Upon a motion by M. Murray, and seconded by A. Calligaris, Resolution No. 2019-09-88, FYE 2020 Operating Budget, Materials Management Division, Regional Tire Recycling Program, was unanimously approved by the Governance Committee.

7. Resolution No. 2019-09-89, authorizes the Executive Director to enter into a settlement agreement with Windstream and is hereby authorized to execute the required and necessary settlement agreement. The Authority authorizes the write-off of the identified receivable and directs the Deputy Executive Director/ Chief Financial Officer to make adjustments to the Authority's financial statements to reflect this transaction.

J. Wright stated that several months ago, Windstream declared reorganization under Chapter 11. At the time they owed the Authority \$179,000. Originally the settlement amount was only offered at 40%, however Authority counsel was able to negotiate up to 60%, roughly \$100,000, and this is being recommended for acceptance.

A. Calligaris asked if they had paid this yet. J. Wright explained that the resolution is just authorizing the settlement, it still needs to be approved by the court.

Upon a motion by T. Hefferon, and seconded by A. Calligaris, Resolution No. 2019-09-89, Windstream Settlement Agreement, Write-Off Accounts Receivable, Bad Debt , was unanimously approved by the Governance Committee.

J. Wright addressed two additional items that were not originally on the agenda:

8. Regional Effort on Lake Ontario -

This is based off a recommendation for a revolving loan fund made by the Governor's office to the state. This will directly affect two groups: marinas and businesses on the Lake in Jefferson and St. Lawrence County. The Authority has been approached to administer these funds. This would be no different than the housing or tourism or any other regional funds the Authority already manages for the state. These are local recommendations coming out of the Governor appointed Regional Economic Development Initiative (REDI). This has gone to the state and is awaiting approval. If there are no objections, J. Wright will continue discussions.

M. Doheny and D. Mastascusa entered the meeting at 9:15 AM.

A. Calligaris asked if these were state funds. J. Wright replied yes, and in turn they may have some form of a matching requirement for all the locals. At some point, those administering the funds may be asked to look at this too because the majority of these programs for the state. The municipalities may not have the cash flow on the front end and the grants will be on a reimbursement basis.

9. Advocate Drum (FDRLO) -

The organization now referred to as Advocate Drum, was previously called the Fort Drum Regional Liaison Organization, and before that was called the Steering Council. It is intended to be representative of the civilian governments and population as a communication vehicle with Fort Drum. They have been through 2 Executive Directors in the past 15 months. Current discussions are should they be looking for another, since they are not receiving state funding and funding is going to be based on locally generated memberships. J. Wright had suggested contracting out rather than paying an individual may make more sense. The Authority would be one of the candidates. M. Capone and her staff are already in and out of Fort Drum on a weekly basis, as well as working with them on very specific projects. This would involve a bit of restructuring and reorganizing because we don't want to contract with them. The Authority's preference would be to contract with the three (3) counties, returning to the original organizational structure. They may not choose to make this change, but J. Wright wanted the Authority Board to be aware of what was suggested.

T. Hefferon asked if the FDRLO currently only has two (2) employees, further stating they do not seem very viable.

J. Johnson stated that a community organization needs to exist the next time there is another base closure round. The Authority has all the money we need from the State. The State is not going to turn their back on protecting Fort Drum as an asset for New York. With the money, we need to maintain a local organization to be the focal point for that effort. Between closure rounds, there isn't much for this organization to do.

T. Hefferon commented if this is to be done the Authority should run it, let's not have their Board of Directors as well.

J. Wright stated that the administrative duties would flow through the Authority, and the Authority would then contract with the three counties. This would put the money with the three counties, the Authority would work with the Counties. The Authority would continue to handle the administrative apparatus between the community and Fort Drum, much of which is already being done in terms of the Authority already receives the OEA grants and works on the Land Use Study, wind, and compatibility. The FDRLO would be its own organization, there would be no staff, only volunteers when needed for the yellow ribbon campaign and soft supportive events that go on.

A. MacKinnon and G. Turck arrived at 9:20 AM.

F. Carter asked who would pay. J. Wright stated that the Authority would contract with the counties, and the counties would support the cost, which would be minimal.

T. Hefferon asked how many counties this would involve. J. Wright responded three (3). The Authority would serve as their Executive Director and Secretary.

F. Carter stated that he would like to see the Authority have more control. J. Wright responded that the Authority would have control over the administrative end, not over their voluntary end.

F. Carter asked what the administrative services would be. J. Wright replied that the administrative services are working with Fort Drum on identified Fort Drum projects. Recently there was the wind issue, which became a non-issue. That is part of the difficulty in that a great deal of time is committed to an activity, and all of a sudden they decide it's not something they want to do. Right now there is a land use study, and the resulting compatibility committee where Fort Drum wants the Authority to communicate with the local government on their behalf. The Authority would become FDRLO's Executive Director and Secretary.

F. Carter asked if M. Capone had anything to say on this. M. Capone responded that we have already been working very closely with the Garrison Staff and the local communities. A very unique aspect of what we are already doing is working specifically with the municipalities. We are reaching out with our partners with the intent of better educating them about some of these issues that are relating to Fort Drum and local communities. They greatly appreciate the information we are providing them. Fort Drum has been very happy with what we are providing them through this compatibility committee. From a staffing perspective, we are already providing them with a great deal of information. M. Capone further stated that in the beginning with FDRLO, the staff was housed at the Development Authority.

T. Hefferon commented that alone, FDRLO is not sustainable. J. Wright agreed, as they are no longer receiving \$200,000 - \$300,000 from the State of New York through Senate member items.


F. Carter asked why we need the volunteers. T. Hefferon stated it would be like an advisory committee to help rally support when it is needed. J. Wright stated they would not be governing our operations. That would stay with this Board. Ultimately, this will probably be why they will not enter into this agreement.

T. Hefferon commented that we should go for it.

J. Wright stated that he feels this is worthy of making an offer.

10. The committee meeting was adjourned at 9:27 AM.

Respectfully submitted,


Fredrick J. Carter
Chairman, Governance Committee