

The Watertown Local Development Corporation Board of Directors monthly meeting was held on Thursday, April 28, 2022, at 82 Public Square

Present: President Jeff Smith, Michael Lumbis, Michael Pierce, Charles Capone, Melinda Gault

Excused: Chuck Capone, Steve Hunt, and Dave Zembiec

Others Present: Marshal Weir, Designee; Peter Walton, Legal Counsel; Craig Fox, Watertown Daily Times; Brendan Straub, 7 news; Patrick Hickey, City of Watertown Council Member

Staff: Donald Rutherford, CEO; Kylee McGrath, Executive Assistant

Call to Order: Mayor Smith called the meeting to order at 8:30 a.m.

Minutes: Minutes of the March 24, 2022, meeting were presented. Motion made by Mr. Pierce to accept the minutes, seconded by Ms. Gault. All in favor. Carried.

Financial Report – Mr. Rutherford reviewed the March financials, he stated that there was more than \$250,000 currently in checking due to upcoming loan closings. The P&L shows a year-to-date loss of \$188,022.85. The customer loan report shows majority of the customers are in good standing. Mr. Rutherford has been in contact or trying to contact all those showing as past due. Two of the loans have since been brought current. Mr. Rutherford has spoken with Mr. Peter Walton to discuss next steps with collection activity. Mr. Pierce made a motion to approve the February financial statements, seconded by Mr. Weir. All in favor. Carried.

Loan Review Committee:

Mr. Rutherford reviewed the loan request for April.

259 JB Wise Partners LLC has requested a loan in the amount of \$350,000 with a 4.5% interest rate to be amortized over 20 years. The WLDC funds would go into the project once construction is completed to pay down the WSB loan. 13 market rate apartments will be created on the 2nd and 3rd floor; the first-floor renovations will be 7,000 sq feet of commercial space. Mr. Pierce made a motion to approve the loan to 259 JB Wise Partners LLC as presented, seconded by Mr. Lumbis.

Convalt Energy has requested a loan in the amount of \$300,000 with a 3% interest rate to be amortized over 7 years. The funds will be used as working capital. Mr. Achuthan is projecting a June start date for construction. Two vacant buildings have already been purchased in the City of Watertown to house equipment. Mr. Weir stated that a lot of progress has already been made at cleaning up the two buildings. Since the project is outside the city of Watertown Mr. Rutherford will need to get approval from City Council. The contingencies are as follows

- Approval of \$25,000,000 in funding for the construction of the 315,000-sf facility
- Site plan approval
- Evidence of remaining \$4,000,000 in equity contribution.
- Approval of city council related to economic impact on the city.

Ms. Gault made a motion to approve the loan to Convalt Energy LLC as presented, seconded by Mr. Pierce.

New Business:

Sponsorship Request: Mr. Rutherford received a request to be a presenting sponsor for the Local Arts Fall Festival. After some discussion it was decided to find out a little more information and discuss again at the next Board Meeting.

Old Business:

Renzi Brothers: Mr. Rutherford updated the Board on Renzi Brothers.

Board Member Replacement: Ms. Gault will be retiring in July; a Governance committee will be held in May to discuss her replacement on the Board of Directors.

Next Meeting- The next meeting will be held on May 26, 2022

Adjournment- Motion was made by Mr. Pierce to adjourn the meeting at 9:30 am, seconded by Mr. Lumbis.