

Watertown Local Development Corporation
Thursday, April 27, 2023
Meeting Minutes

The Watertown Local Development Corporation Board of Directors monthly meeting was held on Thursday April 27, 2023, at 8:30 AM at 82 Public Square.

Present – President Jeff Smith, Dave Zembiec, Michael Lumbis, Michael Pierce, Steve Hunt, Dawn Cole, Charles Capone

Others Present –

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

Call to Order –President Smith called the meeting to order at 8:30 AM.

Minutes –Minutes of the March 23, 2023, meeting were presented. Motion made by Mr. Capone to accept the minutes, seconded by Mr. Zembiec. All in favor. Carried.

Financial Report- Mr. Capone reviewed the March 2023 financials. Mr. Rutherford stated the WLDC is earning more in interest than in the past. The last reimbursement request for the DRI rent assistance program has been submitted. Mr. Pierce made a motion to approve the March financial reports and the March customer loan report, seconded by Mr. Hunt.

Loan Review- The loan review committee recommends approval of a \$220,000 loan to The Treehouse Hourly Child Care, LLC. The loan is presented as being amortized over 20 years with a 5% fixed interest rate. The loan proceeds will be used towards the purchase of the property located at 1635 Ohio Street. Mr. Pierce made a motion to approve the loan as presented, seconded by Mr. Zembiec. Mr. Capone abstained from voting.

A loan in the amount of \$40,000 to First Round of Watertown LLC to be amortized over 5 years with a 6% interest rate is being recommended for approval. The loan proceeds will be used to pave and stripe the parking lot. Mr. Pierce made a motion to approve the loan as presented, seconded by Mr. Capone.

Going forward loans will have a 6% interest rate.

DRI Update- The paperwork for 259 JB Wise has been sent to the state for approval. This is the last project for the DRI façade program. With projects taking longer than anticipated a letter was sent to request an extension, the new end date will be August 31, 2023 (April 20, 2023 was the previous end date to the program).

The last reimbursement request for the DRI rent assistance program has been submitted. The reimbursement request is for \$18,468.75.

Mr. Zembiec made a motion to enter into an executive session to discuss potential litigation at 8:52 am, seconded by Mr. Pierce.

Mr. Zembiec made a motion to exit the executive session at 9:18 am, seconded by Mr. Lumbis

New Business- Mr. Rutherford has been in contact with Colleen at Central Service Credit Bureau regarding collection services. Central Service will attempt to contact delinquent loan customers via phone and mail. If they are unable to contact the customer, they will recommend sending the file for legal action. They utilize Lekki Hill Duprey Whitton PC out of Massena, NY. Mr. Rutherford has spoken to Matt Duprey, and he has agreed to handle the work.

The WLDC is still waiting for Marble Street Garage and the two loans to Freeman Bus to close, the delay appears to be with the seller's attorney.

Meeting adjourned at 9:43 am.