

**Jefferson County Industrial Development Agency
Corporate Park Ad hoc Committee Meeting Minutes
August 30, 2022**

Present: Paul Warneck, Rob Aiken, David Converse

Excused: John Jennings

Also Present: David Zembiec, Marshall Weir, Peggy Sampson, Christine Powers

- I. Call to Order:** Mr. Converse called the meeting to order at 8:02 a.m.
- II. Pledge of Allegiance**
- III. Lawman Site Plans for Lots 10 & 11** – Mr. Zembiec said that the Town of Watertown Planning Board (PB) is reviewing the site plans. While they no longer approve spec buildings, they will consider a spec building that is identifying a specific use. Lot 11 is designated as a manufacturing facility. Mr. Warneck suggested that we ask the developer to confirm the use, and have it reviewed by the PB when applicable, because there are certain uses that are not acceptable under the covenants even under the manufacturing use.

Mr. Zembiec said that he sent a note to the park tenants and reported that he did not receive any comments back.

Mr. Warneck said a one of his concerns is the joint driveway between the two lots. He said there should be easements in place to protect both properties later on. Mr. Warneck said there could be more robust screening by adding more trees than what is currently shown. Mr. Converse feels that there is no need to go overboard since the parking lot will be facing another parking lot and that there are several trees shown on the plan. He thinks the plan is acceptable.

After discussion, a motion was made by Mr. Warneck to move the plans to the full board for approval to send to the Town of Watertown Planning Board with our comments, seconded by Mr. Converse.

- IV. Requested Easement for Town of Watertown Sewer Project** – A request from the Town of Watertown (Water District No. 1 Extension) for a permanent and perpetual easement through vacant land on County Route 200 (Corporate Park) for the purpose of constructing, laying, installing, replacing, relocating, operating, maintaining, cleaning, repairing, and removing water lines, and appurtenances for the transmission of potable water.

Mr. Zembiec reviewed the map that was included in proposed easement. He said that he will request a better map for the board packet.

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Mr. Warneck asked if the site will be restored to its preexisting condition. The proposed easement indicates that it will except for trees or shrubs that may have to be cut or removed.

Committee members agreed to move the request to the full board of directors.

- V. Update on Turning Lane** – Mr. Zembiec said that he continues to monitor the progress with DOT. He said the utility pole was relocated and National Grid is waiting on Alex Morgia (new owner of the Timeless Frames building) to approve an easement for relocating the gas lines. An easement with Onondaga Development has already been secured. Mr. Zembiec said that he will check with Jim Lawrence to see how this all affects the timeline for the County Highway Department to start site work.
- VI. Other/Unfinished Business:** None.
- VII. Adjournment:** With no further business before the committee, a motion to adjourn was made by Mr. Warneck, seconded by Mr. Converse. The meeting adjourned at 8:18 a.m.

Respectfully submitted,

Peggy Sampson