



Board of Directors — Meeting Minutes

September 17, 2026, | 8:30 AM

Location of meeting| Outdoor Services Building | Lowville, NY

DRAFT — prepared from meeting notes; pending review and approval.

I. Call to Order

8:35 AM

Quorum was confirmed, with 4 Board Members to start and a 5th Board Member who arrived late.

Staff Present

Megan Marolf	Roxanne Turck
Megan Rodgers	

Not Present: Kristen Aucler, Keely Marriott, Micah Roes

Board Members & Guests Present

Joe Lawrence	Gagan Singh
Herb Frost	Jessica Moser arrived at 8:45 AM
Jerry Haenlin	

Not Present: Darlene Rowsam, Mark O'Connor

II. Privilege of the Floor

None today

III. Minutes

The minutes of the August 2026 meeting were approved as presented.

Motion: Approve August 2026 meeting minutes

Motion to approve made by Jerry Haenlin, seconded by Herb Frost

IV. Financial Reports

- The FY2026 audit fee was reviewed, along with the related signing requirements for payment.

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- The allowance for loan loss was reviewed, calculated as a percentage of current loans.
 - August showed a loss driven by the USDA loan transfer to LCDC.
 - Second Place remains current on installment payments.

Motion: Approve August 2026 financial statements as presented

Motion to approve made by Herb Frost, seconded by Joe Lawrence

V. Items for Approval

- LCDC is pursuing purchase options on several properties and asked the IDA to fund initial Phase 1 site feasibility investigations; staff solicited proposals from several engineering firms.
- The board discussed timing, noting the request could not wait until the October meeting given the season and the options under consideration.

Motion: Authorize up to \$50,000 for Phase 1 site feasibility investigations

Motion to approve made by Jerry Haenlin, seconded by Jessica Moser

- The Property and Site Committee will make the engineering firm recommendation at its next meeting planned for September 28, 2026. With a follow-up sent to the full board; a formal resolution to approve the selected firm will follow.

VI. IDA Board Report

Board Report

- The board is reviewing proposed legal edits to board documents, marked for review by Hodgkins Russ.

Chamber Board Report

- The Chamber is engaging Discover Tug Hill on social media efforts.
- A podcast with the Soil and Water and Recreation departments is planned to show local residents the value of their tax dollars.
- Naturally Lewis is participating in the Leadership Academy as a team.

LCDC Board Report

- Hodgkins Russ is assisting the Finance Committee with the PILOT application process.
- Hodgkins Russ cleared the IDA to proceed on the Krueger pilot application; an LCDC meeting is expected soon, with the item likely to appear on the October IDA agenda.

General Updates

- Staff attended the Chips and Bricks event in Syracuse; while not the ideal venue, it was good to see local business interest, including from Zehrs Landscaping.
- Roxanne and Megan Marolf attended the Town of Martinsburg supervisors' meeting in late August, providing a good reintroduction of Naturally Lewis to municipal supervisors.

VII. Correspondence

VIII. Items for Discussion

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- MPI Letter of Support — the letter did not go before the Town of Lyonsdale meeting on September 8th and did not proceed as suggested.
 - Mandeville Building Path Forward — the board discussed potential DANC funding, which would require a residential component, toward the estimated renovation cost. The board also discussed demolition as an alternative, weighing cost against the impact to the downtown feel of the community, and is gathering demolition cost estimates for comparison.
 - Staffing at Naturally Lewis — Megan Marolf accepted the interim Executive Director role at Naturally Lewis through the end of 2027; other candidates considered were not preferred.
 - Roaring Brook Decommissioning Plan — the Town of Martinsburg raised concern that no decommissioning plan exists for the Roaring Brook wind project. The board's consensus is that decommissioning is a municipal, not IDA, responsibility; historical documentation is being gathered to confirm.
 - UTEP Revisions — revisions have been sent to Hodgkins Russ for legal review, including updated housing-development and green/renewable-energy language and a revised fee structure. Chris Canada will present the revisions to the board via Zoom at next month's meeting.
 - Sweeney's Laundry Installment Sale — finalized; equipment has been ordered.

IX. Adjournment

9:32 AM

Gagan asked to receive meeting invites as needed; Megan Marolf agreed to add him. There being no further business, the meeting was adjourned.

Motion to approve made by Jerry Haenlin, seconded by Joe Lawrence

Next Meeting:

LCIDA Regular Board Meeting — October 15, 2026 — 8:30am — Outdoor Services Building (Conference Room)
