



**WARREN COUNTY LDC RESOLUTION No. 20260129-01**  
**2026 Board and Committee Appointments**

Introduced by: Bob Landry

Seconded by: Peter McDevitt

**NOW THEREFORE BE IT RESOLVED**, that the WCLDC Board has approved the attached list of Committee appointments to include – WCLDC Board Members; WCLDC Officers; Governance Committee Members; Audit & Finance Committee Members; Business Support Committee Members; Business Review Committee Members; Professional Relationships Retained. Members voting of the Board of Directors in the Affirmative

Nathan Etu	<input checked="" type="radio"/> Y / <input type="radio"/> N / Abstain / <u>Absent</u>	David Strainer <input checked="" type="radio"/> Y / <input type="radio"/> N / Abstain / <u>Absent</u>
Robert Landry	<input checked="" type="radio"/> Y / <input type="radio"/> N / Abstain / <u>Absent</u>	Nancy Turner <input checked="" type="radio"/> Y / <input type="radio"/> N / Abstain / <u>Absent</u>
Peter McDevitt	<input checked="" type="radio"/> Y / <input type="radio"/> N / Abstain / <u>Absent</u>	Mike Wild <input checked="" type="radio"/> Y / <input type="radio"/> N / Abstain / <u>Absent</u>

I, Robert Landry Secretary of the Warren County Local Development Corporation (WCLDC) hereby certify that this resolution was duly adopted by the Board of Directors of said Corporation, at a meeting of said Board duly called and held on the 29th day of January 2026, at which a quorum of said Board was present, and that the same is true and correct transcript of said resolution, entered in the regular book of minutes of proceedings of WCLDC.

In witness where, I have hereunto set my hand on the 29<sup>th</sup> day of January 2026.

  
Robert Landry, Secretary, Warren County LDC



### **2026 BOARD MEMBERS**

All WCLDC Board Members are appointed by the Chair of the Board of Supervisors of Warren County, who is also the sole member of the WCLDC

Nathan Etu  
Robert Landry  
Peter McDevitt  
David Strainer  
Nancy Turner  
Mike Wild

### **Officer Appointments**

Chair – Mike Wild - appointed 1/1/26

As Proposed by the Chair:

Vice Chair – Nathan Etu - appointed 1/29/26

Secretary – Robert Landry - appointed 1/29/26

Treasurer – Peter McDevitt – appointed 1/29/26

### **2026 GOVERNANCE COMMITTEE MEMBERS**

As proposed by Chair  
Nathan Etu  
Nancy Turner  
David Strainer

### **2026 AUDIT & FINANCE COMMITTEE MEMBERS**

As proposed by Chair  
Peter McDevitt  
Robert Landry

### **2026 BUSINESS SUPPORT COMMITTEE**

As established at the 1/16/2025 Board of Directors Meeting

Mike Wild  
Robert Landry – Advisory Role

**2026 BUSINESS REVIEW COMMITTEE**

Continue as indicated below:

Michael S. Borgos  
Borgos & Del Signore P.C.

Connor McCoy  
NBT Bank

Michael Murray  
Adirondack Trust Company

Mark Yrsha  
Arrow Bank

Jean Lapper  
Anderson Advisory CPAs

**2026 PROFESSIONALS RETAINED AND APPROVED RELATIONSHIPS**

**Certified Public Accountant/Auditor**

EFPR Group  
6390 Main Street  
Suite 200  
Williamsville, NY 14221

**General Counsel**

Fitzgerald Morris Baker Firth, P.C.  
68 Warren Street  
Glens Falls, NY 12801

**Banking Institutions**

Arrow Bank  
TD Bank



**WARREN COUNTY LDC RESOLUTION No. 20260129-02**  
**Approval of the 2026 Service Provider Agreement between EDC and WCLDC**

Introduced by: Bob Landry Seconded by: Peter McDevitt

**WHEREAS**, a motion is made to approve the 2026 Service Provider Agreement between the EDC and the WCLDC;

**WHEREAS**, the members of the board received the document in advance for review.;

**WHEREAS**, there are no material changes from the previous year;

**NOW THEREFORE BE IT RESOLVED**, that the WCLDC Board has approved the 2026 Service Provider Agreement between the EDC and the WCLDC. Members of the Board of Directors voting as indicated below:

Michael Wild

Yes/No/Absent

Nathan Etu

Yes/No/Absent

David Strainer

Yes/No/Absent

Robert Landry

Yes/No/Absent

Nancy Turner

Yes/No/Absent

Peter McDevitt

Yes/No/Absent

I, Robert Landry Secretary of the Warren County Local Development Corp, (WCLDC) hereby certify that this resolution was duly adopted by the Board of Directors of said corporation, at a meeting of said Board duly called and held on the 29<sup>th</sup> day of January 2026, at which a quorum of said Board was present, and that the same is true and correct transcript of said resolution, entered in the regular book of minutes of proceedings of WCLDC.

In witness where, I have hereunto set my hand on the 29<sup>th</sup> day of January 2026.

A handwritten signature in black ink that reads "Robert J. Landry".  
Robert Landry – Secretary Warren County LDC



**WARREN COUNTY LDC RESOLUTION No. 20260129-3**

**Approval to Adopt New Policy on Financial Information and Cybersecurity Risk Mitigation**

Introduced by: Peter McDevitt Seconded by: Bob Landry

**WHEREAS**, the Warren County Local Development Corporation (WCLDC) is a public authority subject to the New York State Public Authorities Accountability Act, the Open Meetings Law, and the Freedom of Information Law (FOIL); and

**WHEREAS**, the WCLDC is committed to maintaining the highest standards of transparency, accountability, and public access to its financial information and governance practices; and

**WHEREAS**, advances in artificial intelligence, automated data aggregation, and online criminal activity have created new and significant risks associated with the public posting of detailed financial information in machine-harvestable formats; and

**WHEREAS**, such risks include the potential misuse of vendor, contractor, and payment data to facilitate fraud, phishing schemes, identity-based financial crime, and other malicious activity directed at public authorities and their partners; and

**WHEREAS**, the Board of Directors has determined that it is prudent and responsible to modernize the Corporation's online posting practices in a manner that both preserves full transparency and reduces unnecessary exposure to cybersecurity and fraud risk; and

**WHEREAS**, the Corporation will continue to review full and detailed financial information during open Board meetings that are livestreamed and accessible to the public, and will continue to provide detailed financial records to the public upon request and in compliance with FOIL;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors hereby adopts the **Policy on Financial Information and Cybersecurity Risk Mitigation**, dated 01/29/2026; and

**BE IT FURTHER RESOLVED**, that the officers of the Corporation are authorized and directed to implement this policy and to ensure that summary financial information is posted online in advance of meetings while detailed financial records remain available for public review through Board meetings and by request; and

**BE IT FURTHER RESOLVED**, that this policy shall be reviewed periodically by the Board to ensure continued alignment with best practices, evolving cybersecurity threats, and statutory transparency requirements. Members of the Board of Directors voting as indicated below:

Michael Wild  
Nathan Etu  
David Strainer

Yes/No/Absent  
 Yes/No/Absent  
 Yes/No/Absent

Robert Landry  
Nancy Turner  
Peter McDevitt

Yes/No/Absent  
 Yes/No/Absent  
 Yes/No/Absent

I, Robert Landry Secretary of the Warren County Local Development Corp, (WCLDC) do hereby certify that this resolution was duly adopted by the Board of Directors of said corporation, at a meeting of said Board duly called and held on the January 29, 2026 at which a quorum of said Board was present, and that the same is true and correct of the transcript of said resolution, entered in the regular book of minutes of proceedings of WCLDC.

In witness where, I have hereunto set my hand on the 29<sup>th</sup> day of January 2026.

  
\_\_\_\_\_  
Robert Landry – Secretary Warren County LDC



## WARREN COUNTY LOCAL DEVELOPMENT CORPORATION

### **POLICY and PROCEDURES ON FREEDOM OF INFORMATION LAW (FOIL) REQUESTS**

#### **Policy No. 13**

#### **I. Purpose and Legislative Declaration**

The Freedom of Information Law ("FOIL") (Public Officers Law §87 et. Seq.) allows members of the public access to records of government agencies. The law defines "record" as "any information kept, held, filed, produced, or reproduced by, with or for an agency or the State Legislature, in any physical form whatsoever. . ." (Section 86(4)). Records include media types such as tape or voice recordings, microfilm, video, documents, and computer discs. Exemptions include items that may put personal privacy or state or national security at risk or may hinder an open investigation.

#### **III. Designation of Records Access Officer**

The Corporation shall designate a Records Access Officer (or "FOIL Officer") to ensure the proper administration of this policy. This officer is responsible for:

- Maintaining a **reasonably detailed current list by subject matter of all records** in the possession of the agency.
- Coordinating the search for and reproduction of requested records.
- Assisting applicants in identifying the records sought.

#### **IV. Procedures for Requesting Records**

**1. Written Requests:** All requests to inspect or copy records must be made in **writing via mail** to the Records Access Officer 11 South Street, Suite 201, Glens Falls, NY 12801 or **via email** to [ldcfoil@edcwc.org](mailto:ldcfoil@edcwc.org)

**2. Description of Records:** The requesting party shall **adequately describe the record sought** and, whenever possible, provide dates, file designations, or other identifying information.

**3. Contact Information:** Applicants should include their phone number, email, and mailing address to facilitate communication.

**4. No Obligation to Create Records:** FOIL does not require the agency to provide advice or create a record that does not already exist. However, if the agency has the ability to retrieve or extract data from a computer system with "reasonable effort," it is required to do so.

#### **V. Agency Response Timeline**

- **Initial Response:** Within **five business days** of receiving a written request, the Corporation must either make the record available, deny the request in writing, or furnish a written acknowledgment of receipt with an approximate date for the granting or denial of the request.
- **Delayed Access:** If the agency determines it will grant a request in whole or in part but cannot do so within 20 business days of the acknowledgment, it must state the reason and a **certain date within a reasonable period** when the request will be granted.

#### **VI. Fees for Records**

- **Standard Photocopies:** A fee of **\$0.25 per page** may be charged for copies not exceeding 9 by 14 inches.
- **Actual Cost of Reproduction:** For records other than standard photocopies, the fee is based on the **actual cost of reproduction**, which may include the cost of storage devices (e.g., USB drives).
- **Employee Time:** No fee shall be charged for search time or administrative costs unless **at least two hours of agency employee time** is needed to prepare the copy. In such cases, the agency may charge the hourly salary of the lowest-paid employee with the necessary skill to perform the task.

#### **VII. Exemptions from Disclosure**

The Corporation may deny access to records or portions thereof that:

- Are **specifically exempted by state or federal statute**.
- Would constitute an **unwarranted invasion of personal privacy** if disclosed.
- Would **impair present or imminent contract awards** or collective bargaining negotiations.
- Are **trade secrets** or would cause substantial injury to the competitive position of a commercial enterprise.
- Are **inter-agency or intra-agency materials** that are not statistical data, instructions to staff affecting the public, or final agency policies/determinations.

#### **VIII. Denials and Appeals**

1. **Written Denial:** Any denial of access must be in writing, explaining the reasons for the denial.

**2. Right to Appeal:** Any person denied access to a record may, **within thirty days, appeal in writing** to the head or governing body of the Corporation.

**3. Appeal Decision:** The body designated to hear appeals must, within **ten business days** of receipt, explain in writing the reasons for further denial or provide access to the records. The agency must also forward a copy of the appeal and the ensuing determination to the **Committee on Open Government**.

#### **IX. Maintenance of Public Logs**

The Corporation shall maintain and make available for public inspection:

- A record of the **final vote of each member** in every agency proceeding.
- A record setting forth the **name, public office address, title, and salary** of every officer or employee.
- The aforementioned **subject matter list**, updated annually.