



405 RIVERSIDE DRIVE, CLAYTON, NEW YORK 13624 315.686.3512

Minutes of Meeting of March 4, 2010

Chairman Larry Aubertine called to order the Regular Meeting of the Clayton Local Development Corporation at 4:00 p.m. at the Town of Clayton Board Room on Riverside Drive in Clayton. Also in attendance were Vice Chairman Bud Baril, Assistant Secretary Chris Bogenschutz, Secretary John Slattery, and Treasurer Justin Taylor, along with Board Members Cary Brick, Michael Docteur, Lori Durand, Mike Geiss (4:05), and Norma Zimmer. Advisor Bill Grater and Administrative Officer Kristi Dippel were also present.

On motion by Justin Taylor, second by Norma Zimmer, the Board unanimously approved the minutes of the Meeting of February 4, 2010.

Chairman Aubertine thanked Kristi Dippel and John Slattery for their work on policies related to Investments and Procurement. He also reported on his attendance at the meeting of the Association of Towns in NYC.

Treasurer Taylor presented a lists of bills for approval in the amount of \$10,297.02 which, when paid, leaves a balance of \$7,16255 in the CLDC checking account. There is \$816.60 in the Town's Capital Account and \$195,000 in the Town's Money Market Account. On motion by Cary Brick, second by Bud Baril, the Board unanimously approved payment of the bills, a copy of which is attached.

Administrative Officer Kristi Dippel handed out the Annual Report for 2009 and presented a proposed organizational chart for approval. On motion by Michael Docteur, second by John Slattery, the Board unanimously approved the 2009 Annual Report and the CLDC Organizational Chart. She also shared her report summarizing the status of active and potential grants. She distributed two policies required by the Public Authorities Accountability Act and recommended their approval. On motion by Justin Taylor, second by Bud Baril, the Board unanimously approved the Investment Policy, a copy of which is now in the Policy Book. On motion by Michael Docteur, second by Mike Geiss, the Board unanimously approved the Procurement Policy, a copy of which is now in the Policy Book. She also handed out a fiduciary pledge which each Board Member present signed and returned for the file. She announced that she is awaiting word on plans to have PAAA required training done cooperatively with other entities in Jefferson County, since enrollment in one law firm's webinar training costs \$75 per person.

For the LWRP Committee, Bill Grater noted that the LWRP and Harbor Management Plans were still under review by the State.

The Redevelopment Committee noted that the RFP is under review by Attorney Joe Russell. The plan is to send out the final RFP to the four developers on March 22 with a response due June 24. Under ideal conditions, a final decision could be made by August 15.

Under Old Business, Mike Geiss reported that the Audit Committee had retained Sovie and Bowie to do the annual audit which is now under way.

Under New Business, Lori Durand reported that some repairs to the Riverwalk appeared to be necessary and should be covered by the warranty. Justin Taylor announced that the Town has received information about Key Bank's willingness to provide long term financing on our debt.

Chairman Aubertine announced that the next meeting of the CLDC Board will be held April 1, 2010, in the Town of Clayton Board Room beginning at 4:00 p.m.

The meeting adjourned at 5:04 p.m. on motion by Chris Bogenschutz, second by Lori Durand.

Respectfully submitted,

John E. Slattery, Secretary