



405 RIVERSIDE DRIVE, CLAYTON, NEW YORK 13024 315.655.3512

Minutes of Meeting of November 1, 2012

Chair Larry Aubertine called the Regular Meeting of the Clayton Local Development Corporation to order at 4:10 p.m. in the Town of Clayton Board Room on Riverside Drive in Clayton. Also in attendance were Bud Baril, Vice Chair; Justin Taylor, Treasurer; Chris Bogenschutz, Assistant Secretary; and John Slattery, Secretary; along with Board Members Walt Christensen, Michael Docteur, Lori Durand, Mike Geiss, Rebecca Hopfinger, Frank House, John Kehoe, Kathy LaClair, and Norma Zimmer. Cary Brick was excused. Executive Director Kristi Dippel; advisors Mike Bristol, Bill Grater, and Paul Heckmann; and Pamela McDowell of the *Thousand Islands Sun* were also present.

On motion by Walt Christensen, second by Justin Taylor, the Board unanimously approved the minutes of the regular meeting of October 4, 2012.

Treasurer Taylor presented one bill for approval in the amount of \$4,007.50 which, when paid, will leave a balance of \$5,360.81 in the CLDC checking account. He noted that the Town's Capital Money Market Account continues to show a negative balance of \$112,982.32. The Frink Capital Checking Account shows a balance of \$1,395.75. There is \$10,069.80 in the Frink Redevelopment Savings account and \$29,739.98 in the Frink Redevelopment Checking Account. The Frink Capital Bond amounts to \$877,500. For the Riverwalk II Account, 100,000 is due the Town of Clayton Community Development Fund when the cash flow bond is established. CLDC owes Frink Capital \$15,000 for advances on the Main Street Grant. On motion by Michael Docteur, second by Walt Christensen, the Board unanimously approved the Treasurer's Report and payment of the bill, copies of which are attached to these minutes.

Executive Director Kristi Dippel distributed her monthly Administrative Report which included a summary of grant awards and applications, a copy of which is attached to these minutes. She also distributed a description of a proposed project to secure tenants for the eleven vacant office spaces in the downtown area. Walt Christensen absent (4:30).

For the Redevelopment Committee, Paul Heckmann said that the committee would meet November 8 to review two hotel proposals: a 104 room destination hotel offered by Krog and an 84 unit condominium hotel offered by Clayton Associates. A face to face meeting

with the developers will occur November 15, with the goal of making a selection to recommend to the Town, Village, and CLDC Boards by the end of the month.

For the Parking Committee, Bud Baril reported on proposals for a downtown kiosk dispensing parking permits for \$1 per hour and electronic meters for the side streets collecting \$.50 per hour. The committee will also look at trolley and/or shuttle services.

For the Governance Committee, Mike Geiss distributed three ring binders holding PAAA materials. He asked that Board members fill out Table 7 and also bring suggested 2013 CLDC goals for the December meeting. On motion by John Kehoe, second by John Slattery, the Board unanimously approved the Internal Control Policy as recommended by the committee. Mike referenced a proposal for the 2012 Audit with a cost of \$3,600 to \$4,100 and again suggested seeking a waiver or exemption from this onerous and expensive requirement for our small operation which writes but 25 checks per year.

Under New Business, the notion that we should receive revenue for writing grants needs to be seriously considered given for example, TIERS request for assistance in securing grants to pay for its new facility. The Board looked favorably on the establishment of a policy to contract out the services of our Executive Director for grant writing and administration. Justin and Norma announced that the annual Mayor/Supervisor Christmas Party will be held 12/12/12.

The Chair declared that the next meeting of the CLDC Board will be held December 6, 2012, in the Town of Clayton Board Room beginning at 4:00 p.m.

With no further business to come before the Board, the meeting adjourned at 5:09 p.m. on motion by Kathy LaClair, second by John Kehoe.

Respectfully submitted,

John E. Slattery, Secretary