



Clayton Local Development Corporation Board:

Jamie Ganter, Chairman
Bobby Cantwell, Vice Chairman
Kylie Peck, Secretary
Chris Bogenschutz, Asst Sec

John Cooper, Treasurer
Mike Bashaw
Lance Peterson
Christine Powers
Doug Rogers

Jack Stopper
Dennis Weller
Norma Zimmer

Exec Dir: Kristi Dippel

Town Appointed Liaison: Kathy LaClair

CLDC Board Meeting

4:00 pm May 5, 2022 @ 913 Strawberry Lane

Agenda

Approval of April 7, 2022 Board Meeting Minutes

Chairman's Report

Welcome of new board member
Power Point on Orientation
Strategic Plan

Jamie Ganter

Treasurer's Report

John Cooper

Director's Report

Website audit
ESD grant follow up
ARPA

Kristi Dippel

Committee Updates

Nominating Committee
Governance Committee
Grant and Loan Committee
ARPA Program
Strategic Committee
Audit Committee

Chris Bogenschutz
Dennis Weller
Chris Powers

Doug Rogers
Chris Powers

Municipal Updates

Planning Board

Town projects
Village projects

Old Business

New Business

Need for Executive Session?

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Clayton Local Development Corporation
913 Strawberry Lane, Clayton NY 13624
Phone 315-686-3212 Fax 315-686-2503
www.claytonldc.org

Minutes of Meeting on April 7, 2022

Chair Jamie Ganter called the Regular Meeting of the Clayton Local Development Corporation to order at 4:02 p.m. Also in attendance were Vice Chair Bobby Cantwell, Assistant Secretary Chris Bogenschutz, Kathy LaClair, Christine Powers, Doug Rogers, Dennis Weller (Zoom) and Norma Zimmer. Secretary Kylie Peck, Treasurer John Cooper, Mike Bashaw, and Jack Stopper were excused. Executive Director Kristi Dippel was also excused.

On motion by Bobby Cantwell, second by Chris Powers, the Board unanimously approved the minutes of the meeting of March 3, 2022.

For the Chairman's report, Chair Jamie Ganter reported that he had a phone conversation (exit interview) with Steve Hunt about the CLDC's 2021 DRI application. Steve stated that the CLDC's application was well written and encouraged the CLDC to apply again. The Board discussed ways to improve future applications with actions such as explaining what revitalization means to Clayton and emphasizing the private investment in greater detail. Next, Chair Ganter stated that the CLDC will be writing a letter to Gary Knapp explaining our position that he needs to come back with concrete details such as planning, engineering, financing, etc. before we can assist him further.

In the absence of Treasurer Cooper, Chair Ganter presented one bill for approval in the amount of \$3,041.67 which, when paid, will leave a balance of \$7,957.66 in the General Checking Account. On motion by Chris Powers, second by Doug Rogers, the Board approved the Treasurer's Report, and the payment of the bill, copies of which are attached to these minutes.

In the absence of Executive Director Kristi Dippel, Chair Ganter reported that the Annual Reports were submitted to NYS ABO. Kristi has performed a website audit on PAAA items and noted that we need to develop an ethics and conflict of interest policy as well as property acquisition and disposition policies. In the future, Kristi would like to publish the agenda 7 days in advance of the meeting, draft meeting minutes 14 days after a meeting, and post all committee meeting minutes.

Under Committee Reports, Chris Bogenschutz, Nominating Committee Chair, presented Michael Hazlewood for consideration as a replacement for the vacant board seat previously held by Tom LaRochelle. On motion by Bobby Cantwell, second by Chris Powers, the board unanimously approved Hazelwood's nomination. This nomination will be forwarded to the Town and Village for approval. The Governance Committee had nothing to report. For the Grant and Loan Committee, Chair Chris Powers reported on the ARPA grant program. There were 11



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applications, and all were approved. Each applicant will be sent an award letter and a contract for \$11,818.18. A list of awardees will be published after the contracts are signed. Strategic

Committee Chair Doug Rogers presented a draft action plan for marketing and development. A copy is attached to these minutes. The goal is to develop a plan to improve community awareness of the CLDC's mission and determine future project needs. Board members will review and provide additional input at the next meeting. Additionally, Chair Rogers asked the board to brainstorm ideas on how to strengthen the economic sustainability of the CLDC. Audit Committee Chair Christine Powers reported that the 2021 audit has been completed. The audit provided a great review with no issues.

Under Municipal Updates, Mayor Norma Zimmer reported that DC Building Systems will be starting work soon to repair the Riverwalk near the Veterans' Monument. Additionally, the Mayor reported that the Mary Street Dock construction bids will be opened April 13, 2022. Planning Board Chairman Doug Rogers reported that they are reviewing plans for the French Creek Marina new retail development as well as a bunkhouse on Grindstone Island. Town Councilwoman Kathy LaClair reported there was nothing to report on behalf of the Town of Clayton.

The next Regular Meeting will be held May 5, 2022. On motion by Chris Powers, second by Doug Rogers, the Chair declared the meeting adjourned at 5:07 p.m.

Respectfully submitted,
Chris Bogenschutz, Assistant Secretary

CLDC Abstract May 2022

General Checking Account

Date	Check #	Amount	Balance
			\$ 7,957.16
5/5/2022 Clayton Improvement Association	1297	\$ (3,041.67)	
April ED hours/overhead			\$ 4,915.49
			<u>\$ 4,915.49</u>

CLDC RBEG Account (Rural Business Enterprise Grant)

Date	Check #	Amount	Balance
			\$ 5,825.00
No account activity			
			\$ 5,825.00
			<u>\$ 5,825.00</u>

Reserve Account

Date	Check #	Amount	Balance
			\$ 1,771.74
No account activity			
			\$ 1,771.74
			<u>\$ 1,771.74</u>

ARPA Account

Date	Check #	Amount	Balance
			\$ 148,000.00
4/21/2022 River Wellness	2001	\$ 11,818.18	\$ 136,181.82
4/21/2022 TI Arts Center	2002	\$ 11,818.18	\$ 124,363.64
4/21/2022 Northern Physical Therapy	2003	\$ 11,818.18	\$ 112,545.46
4/21/2022 The Wright Diner	2004	\$ 11,818.18	\$ 100,727.28
4/21/2022 TI Emergency Rescue Services, Inc	2005	\$ 11,818.18	\$ 88,909.10
4/21/2022 River Yoga LLC	2006	\$ 11,818.18	\$ 77,090.92
4/21/2022 River Day Spa	2007	\$ 11,818.18	\$ 65,272.74
4/21/2022 Clayton Figure Skating Club	2008	\$ 11,818.18	\$ 53,454.56
4/21/2022 Paynter Senior Center	2009	\$ 11,818.18	\$ 41,636.38
4/21/2022 K's Motel	2010	\$ 11,818.18	\$ 29,818.20
4/21/2022 Captain Spicer's Gallery LLC	2011	\$ 11,818.18	\$ 18,000.02
			<u>\$ 18,000.02</u>