



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
Mike Hazelwood

Doug Rogers
Jack Stopper
Dennis Weller
Norma Zimmer

Exec Dir: Kristi Dippel

CLDC Board Meeting

4:00 pm August 4, 2022 @ 913 Strawberry Lane

Agenda

Approval of June 2, 2022 Board Meeting Minutes

Chairman's Report

Jamie Ganter

Treasurer's Report

John Cooper

Director's Report

Kristi Dippel

ARPA

DRI

Committee Updates

Governance Committee – Draft Policy

Dennis Weller

Strategic Committee – Ad hoc

Doug Rogers

Municipal Updates

Planning Board

Town projects

Village projects

Old Business

New Business

Any need for Executive Session?



Clayton Local Development Corporation
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www.claytonlfdc.org

Minutes of Meeting on June 2, 2022

Chair Jamie Ganter called the Regular Meeting of the Clayton Local Development Corporation to order at 4:00 p.m. Also in attendance were Vice Chair Bobby Cantwell, Treasurer John Cooper, Mike Hazlewood, Kathy LaClair (Zoom), Christine Powers, Doug Rogers, Jack Stopper, Dennis Weller and Norma Zimmer. Mike Bashaw, Secretary Kylie Peck and Assistant Secretary Chris Bogenschutz were excused. Executive Director Kristi Dippel was also in attendance.

On motion by Jack Stopper, second by Chris Powers, the Board unanimously approved the minutes of the meeting of May 5, 2022.

For the Chairman's report, Chair Jamie Ganter read a letter that had been drafted to Gary Knapp. The letter explained the components required for the CLDC to evaluate and possibly facilitate a project in Clayton. The required components included site control, a concept plan, and identified partners and stakeholders. Jamie also updated the board on the closing out of the NYS ESD grant on behalf of the Village for the downtown utility project. Chairman Ganter went on to update the board on several items including CLDC goals 8, 9 and 10 for 2022 which will continued to be discussed in upcoming meetings; confirmation of the Clayton LDC's status as a 501(c)3; the date of the upcoming joint Town and Village board meeting and the summer meeting schedule. Chris Powers made a motion to cancel the July meeting, John Cooper seconded the motion and all were in favor.

Under the Treasurer's report, Treasurer Cooper presented two bills for approval; to the NYS Dept of Law for \$50 and to the Clayton Improvement Association in the amount of \$3,058.25 which, when paid, will leave a balance of \$1,807.24 in the General Checking Account. The ARPA account, had a balance of \$18,000.02 with no activity; the RBEG account had a balance of \$5,825.00 with no activity and the Reserve Account had a balance of \$1,771.74 with no account activity. On motion by Chris Powers, second by Bobby Cantwell, the Board approved the Treasurer's Report, and the payment of the invoices, copies of which are attached to these minutes.

Chris Powers made a motion to move the ARPA account funds and the RBEG account funds to the Operating Account, based on the auditor's recommendations. Bobby Cantwell seconded the motion and all were in favor.

Executive Director Kristi Dippel reported that she received call from NYS Dept of State LWRP program, requesting assistance with a pilot program. NYS Dept of State made the request based on Clayton's successful utilization of the LWPR programs. Kristi thanked Doug Rogers for his



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time in completing the NYS Dept of State request. Kristi also updated the board on the continued NYS ABO compliance.

Dennis Weller, chairman of the Governance committee gave an overview of the Governance committee meeting which included the drafting of a Conflict of Interest Policy to include an annual disclosure; having the designated Ethics Officer be a member of the Governance Committee. This change in committee composition will need to be reflected in the CLDC By-Laws and the Governance Committee Charter. Drafts of those documents will be presented to the full board at the next scheduled board meeting. The Governance committee also reviewed the required board training. Kristi will send out a reminder and link to all board members who are required to take training in 2022. There was also a discussion about creating a listing of annual requirements of board members, such as training.

Strategic Committee Chair Doug Rogers distributed handouts for the board. The handouts included the Regionalization and Membership goals. Doug asked the board members to review and provide feedback for moving forward with the Strategic Plan update.

Under Municipal Updates, Mayor Norma Zimmer reported that the Centennial Park seawall project was completed. She also discussed a new project for the Village to install charging stations. She had information to pass along to Kristi on potential funding. Planning Board Chairman Doug Rogers gave a brief overview of the projects before the planning board.

Under Old Business the board had an in-depth discussion about the impact of AirBnb's on the Clayton community. Most notably, the impact AirBnbs are having on the availability of housing and the resulting loss of families/school age children and average to moderate income residents in the community. Lake Placid was mentioned as a community that has a similar issue that has taken steps to solve the problems AirBnbs have created. Bobby Cantwell stated that Jefferson County legislature has discussed the issue and may continue to do so.

The next Regular Meeting will be held August 4, 2022. On motion by Chris Powers, second by Jack Stopper, the Chair declared the meeting adjourned at 5:04 p.m.

CLDC Abstract August 2022

General Checking Account

Date	Check #	Amount	Balance
			\$ 1,807.24
6/7/2022	transfer from ARPA account	\$ 18,000.02	\$ 19,807.26
6/7/2022	transfer from RBEG account	\$ 5,825.00	\$ 25,632.26
6/14/2022	Village of Clayton annual stipend	\$ 10,000.00	\$ 35,632.26
8/4/2022	Clayton Improvement Association, Ltd June & July ED hours and overhead	\$ (6,083.34)	\$ 29,548.92
8/4/2022	Riverside Media annual hosting and domain name	\$ (195.00)	\$ 29,353.92
			<u>\$ 29,353.92</u>

CLDC RBEG Account (Rural Business Enterprise Grant)

Date	Check #	Amount	Balance
			\$ 5,825.00
6/7/2022	transfer to CLDC General account	\$ (5,825.00)	\$ -
			<u>\$ -</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
6/7/2022	transfer to CLDC General account	\$ (18,000.02)	\$ 18,000.02
			<u>\$ -</u>