



Clayton Local Development Corporation Board:

Jamie Ganter, Chairman
Bobby Cantwell, Vice Chairman
Christine Powers, Secretary
Chris Bogenschutz, Asst Sec

John Cooper, Treasurer
Mike Bashaw
Lance Peterson
Mike Hazelwood

Doug Rogers
Jack Stopper
Dennis Weller
Norma Zimmer

Exec Dir: Kristi Dippel

Town Representative: Kathy LaClair

CLDC Board Meeting
4:00 pm March 2, 2023 @ 913 Strawberry Lane

Agenda

Approval of February 2, 2023 Regular Minutes

Chairman's Report

Jamie Ganter

Treasurer's Report

John Cooper

Director's Report

ABO reports

Kristi Dippel

Committee Updates

Strategic Committee

Doug Rogers

Municipal Updates

Planning Board

Town projects

Village projects

Old Business

New Business

Need for Executive Session

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Clayton Local Development Corporation
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Phone 315-686-3212 Fax 315-686-2503
www.claytonldc.org

Meeting Minutes of February 2, 2023

Chair Jamie Ganter called the February meeting of the Clayton Local Development Corporation to order at 4:06 p.m. Also in attendance were Secretary Christine Powers, Asst. Secretary Chris Bogenschutz, Mike Hazlewood, Doug Rogers, Dennis Weller, Norma Zimmer and Kathy LaClair. Board Members absent were Bobby Cantwell, Mike Bashaw, and Jack Stopper. John Cooper was excused. Executive Director, Kristi Dippel was also in attendance.

On a motion by Chris Bogenschutz, second by Norma Zimmer, the Board unanimously approved the minutes of the Meeting of January 5, 2023 with no further discussion.

For the Chairman's report, Chair Jamie Ganter presented the final goals for 2023, which will be submitted to the State with other annual reports that are due in March. On a motion by Chris Bogenschutz, second by Mike Hazelwood, the Board unanimously approved the final 2023 goals as presented. Chair Ganter will present the goals to the joint Village/Town Board meeting on February 28, 2023.

Chair Ganter also stated that discussions with Les Henry, realtor, have been initiated and he will follow-up on the status of communications with property owners regarding their willingness to consider selling their properties to a developer.

Chair Ganter spoke about the potential for the agency performing a Housing Market Study, for which we have received a proposal from Asterhill Research Company. This is a pending project to be based on the potential for funding from the Northern New York Community Foundation. The proposal is \$4,500 with an estimated completion timeframe of 6-8 weeks once approved.

The annual Performance Evaluation for Executive Director, Kristi Dippel, is in process and will be presented to the Board.

Chair Ganter asked the Board members to ensure they have completed the Annual Board Performance Evaluation as we are missing one for Board completions. In addition, the Annual Board APO training is nearly complete with two (2) Board members scheduled to participate in the training.

In Treasurer John Cooper's absence, the Treasurer's report was presented by ED Kristi Dippel. The semi-annual stipend from the Village of Clayton in the amount of \$10,000.00 was received on January 17, 2023, while the Town of Clayton annual stipend in the amount of \$15,000.00 was received on February 1, 2023. Two bills were presented in the amounts of \$3,014.67 and \$897.00



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leaving a balance of \$29,707.20 in the General Checking account. On a motion by Doug Rogers, second by Christine Powers, the Board unanimously approved the Treasurer's report and the payment of the bills, copies of which are attached to these minutes.

On behalf of the Town of Clayton, Mrs. Dippel submitted the second draw under the REDI program grant. The CLDC will receive a one-time fee of \$5,000 once the project is complete.

Under the Restore NY Round 7 grant program, Kristi stated that the CLDC continues to assist the Village with an application for funding for the Ringer Gallery building downtown. The application was submitted by the deadline of January 27, 2023.

Mrs. Dippel discussed the pending annual audit with documents having been submitted and it is expected to be completed soon. She will direct the auditor to Christine Powers, Audit Committee Chair, to coordinate a meeting with the auditor.

The annual ABO reports are due by March 31, 2023, and Mrs. Dippel will present them to the Board at the March meeting.

A discussion ensued regarding seeking legal counsel representation due to the passing of Joseph Russell, former counsel. Local attorneys will be contacted to determine interest.

Chair of the Nominating Committee, Chris Bogenschutz, stated we have received two (2) resume's which will be distributed to the Board for review prior to the next meeting. The selected nominee will then be presented at the Joint Village/Town Board meeting on February 28, 2023, for full approval and then presented to the CLDC Board at the March meeting.

Chair of the Strategic Planning Committee, Doug Rogers, stated a committee meeting was held, today, prior to the Board meeting. The Action Plan was reviewed and will be submitted to the full Board at the April or May meeting.

Under Municipal updates, Doug Rogers discussed the following for the Joint Town/Village Planning Board:

The local sign law is under review for possible revisions. One point of interest is that the law may change to prohibit a sign to be relocated from one "district" to another.

Mrs. LaClair did not have any update to present for the Town of Clayton.

Mayor Norma Zimmer provided the following updates for the Village of Clayton:



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Mary St. Dock – the steel work is complete and the project work will be suspended for the balance of the winter. The fencing will remain in place and the project is on schedule.

The Riverwalk is completed. There is discussion of paving behind the “train station” to eliminate the loose gravel.

The Waste Water Treatment project is slightly behind due to supply issues.

The Save the River Conference was well attended.

The next Regular Meeting will be held on March 2, 2023. On a motion by Chris Bogenschutz, second by Norma Zimmer, the meeting adjourned at 4:45 p.m.

Respectfully submitted,

Christine A. Powers
Secretary

DRAFT

CLDC Abstract March 2023

General Checking Account

| Date | Check # | Amount | Balance |
|----------|---|---------------|--------------|
| | | | \$ 29,707.20 |
| 3/2/2023 | Clayton Improvement Association February ED hours and overhead | \$ (3,041.67) | \$ 26,665.53 |
| 3/2/2023 | Village of Clayton Restore NY public hearing notice | \$ (54.22) | \$ 26,611.31 |
| | | | <u>\$ -</u> |

Reserve Account

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