



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
Timothy LaLonde

Exec Dir: Kristi Dippel

Town Representative: Kathy LaClair

CLDC Board Meeting

May 4, 2023 - 4:00 pm @ 913 Strawberry Lane

Agenda

Approval of March 2, 2023 Regular Minutes

Chairman's Report

Jamie Ganter

Treasurer's Report

John Cooper

Director's Report

Kristi Dippel

Housing Study
Business with a Twist
ANCA CBIT

Committee Updates

Audit Committee
Strategic Committee

Chris Powers
Doug Rogers

Municipal Updates

Planning Board
Town projects
Village projects

Old Business

New Business

Stakeholders forum

Kristi Dippel

Need for Executive Session



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

Meeting Minutes of March 2, 2023

Chair Jamie Ganter called the March meeting of the Clayton Local Development Corporation to order at 4:01 p.m. Also in attendance were Secretary Christine Powers, Asst. Secretary Chris Bogenschutz, Mike Hazlewood, Doug Rogers, Norma Zimmer, Mike Bashaw, Bob Cantwell, and Jack Stopper. The following members attended virtually: Treasurer John Cooper, Dennis Weller, and Kathy LaClair. Executive Director, Kristi Dippel was also in attendance. Town Representative Kathy LaClair joined at 4:05 and left the meeting at 4:45.

Chair Jamie Ganter opened the meeting with a sincere welcome to incoming Board Member, Timothy LaLonde. Tim will join the Board at the next meeting.

On a motion by Dennis Weller, second by Jack Stopper, the Board unanimously approved the minutes of the Meeting of February 2, 2023, with no further discussion.

For the Chairman's report, Jamie Ganter discussed the summary results of the Evaluation of Board Performance forms and noted an overall improvement from the previous year. It was discussed that we will seek clarification on some definitions in a couple of questions for future use. The report was submitted to the Board and recommended for submission to the State.

Chair Ganter also stated that discussions regarding the potential out-of-town developer will continue with a small group meeting to ascertain the level of interest. Several of the property owners have expressed concerns but seem willing to learn more.

Chair Ganter updated the Board on the status of Executive Director, Kristi Dippel's evaluation. It will be finalized soon with no anticipated concerns.

Treasurer John Cooper presented the Treasurer's report for March 2023. Two bills were presented in the amounts of \$3,014.67 and \$54.22 leaving a balance of \$2,611.31 in the General Checking account. The \$54.22 is for the Restore NY Grant public hearing for the Ringer property and it will be reimbursed by the grant recipient. There was no activity in the Reserve Account. On a motion by Chris Bogenschutz, second by Mike Hazelwood, the Board unanimously approved the Treasurer's report and the payment of the bills, copies of which are attached to these minutes.



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Executive Director, Kristi Dippel stated that the request for a grant for the potential Housing Study was submitted to the Northern New York Community Foundation for \$3,000 with no response to date.

The annual audit is nearly complete and will be presented to the Audit Committee on March 15, 2023 by the external auditor.

Kristi Dippel presented the ABO reports to the Board and will submit them by the due date of March 31, 2023.

A follow-up will ensue on the potential new legal counsel representation due to the passing of Joseph Russell, former counsel. Local attorneys are in the process of being contacted to determine interest.

Executive Director Dippel informed the Board that she and Doug Rogers attended a webinar titled Housing and Tourism in Rural Communities. While it was very informative, it would appear that their definition of "rural community" is much larger than Clayton as they focused on bigger areas. There was good information from the webinar that we may include in our housing analysis.

Mrs. Dippel stated that Governor Hochul has included a housing proposal in the pending budget which would not be friendly to small municipalities. It would be a mandate with no attached funding. It will be followed closely.

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 next meeting. Discussions included holding a stakeholders meeting every 2-years starting with the fall of 2023. There is also consideration for co-sponsoring a Business with a Twist event and Kristi will follow-up with the Chamber of Commerce on possibilities.

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

The proposed relocation of the Marina store for the French Creek Marina continues to be viable. The Wahl's have also introduced a Cottage Colony for 26 small units, which is on the agenda for tonight's Planning Board meeting.

Mr. Rogers updated the Board on the French Creek Properties subdivision on James St. in the Village. The final approval will be discussed at the Planning Board meeting tonight and if approved, the next step will be site plan approval.

The previously submitted application for a car wash within the Village has been withdrawn.



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

Mayor Norma Zimmer presented the following updates on behalf of the Village:

Mary Street Dock Replacement:

The staving is being constructed off site and the stringers are completed. The project is expected to be completed by Memorial Day and dock attendants are being hired now for the summer season.

Rotary Park:

The bids for the Rotary Park restrooms roof were very high and further analysis is being performed on how to handle that.

Water/Waste Water Treatment Plant:

This will be the focus of an open house this summer to share with the public the state-of-the-art facility.

The Village will be nominated for a Local Government Achievement Award for a project that has been completed and is to be determined. Mrs. Dippel will coordinate that submission in recognition of the Village.

Mayor Zimmer also complimented historian, Tom LaClair on his book of pictures taken during the reconstruction of the downtown street and underground wire project. A copy was circulated for the Board to see. All were very impressed.

Mayor Zimmer also stated that the Village Board has been discussing the downtown cameras and speaker system under a privacy concern. Mr. Weller offered assistance on this topic.

The CLDC Board voted to cancel the April 6, 2023 meeting as several members will be unavailable. On a motion by Bob Cantwell, second by Chris Bogenschutz, the motion was unanimously approved.

The next Regular Meeting will be held on May 4, 2023. On a motion by Chris Bogenschutz, second by Norma Zimmer, the meeting adjourned at 4:50 p.m.

Respectfully submitted,

Christine A. Powers
Secretary

CLDC Abstract May 2023

General Checking Account

Date		Check #	Amount	Balance
				\$ 26,611.31
5/4/2023	Clayton Improvement Association	1315	\$ (6,085.91)	
	March & April ED hours, overhead & postage			\$ 20,525.40
5/4/2023	DiMarco, Abiusi & Pascarella	1316	\$ (5,900.00)	
	2022 audited financial statements			\$ 14,625.40
				\$ 14,625.40

Reserve Account

Date		Check #	Amount	Balance
				\$ 1,771.74
	interest		\$ 0.48	
				\$ 1,772.22
				\$ 1,772.22

Clayton LDC Board Members 2023

<u>Ex-officio members</u>						
		Original Date	Community Position		Required Training Completed	
Doug Rogers		3/1/2016	Planning Board Chair		2/8/2017, 10/28/2020	
Lance Peterson		1/1/2019	Town of Clayton Supervisor		7/22/2020	
Norma Zimmer		12/6/2007	Village of Clayton Mayor		12/9/2020	
Chris Bogenschutz - Ast Sec		8/5/2004	Clayton Chamber of Commerce		4/19/2017, 7/22/2020	
Bobby Cantwell - Vice Chair		1/1/2018	Jefferson County Legislature		2/6/2019, 4/19/2023	
Mike Bashaw		1/1/2016	TISD Superintendent		1/25/2017, 2/19/2020	
<u>Citizen members</u>						
		Original Date	Date of Appointment			
Jamie Ganter - Chairman		1/1/2017	1/1/2020		2/8/2017, 7/22/2020, 2/10/2023	
Christine Powers		1/1/2016	1/1/2019, 1/1/2022		11/9/2016, 1/23/2019, 12/9/2022	
Mike Hazelwood		2/1/2022			scheduled	
John Cooper - Treasurer		1/1/2016	1/1/2019, 1/1/2022		2/10/2017, 7/22/2020	
Jack Stopper		1/1/2018	1/1/2021		3/1/2018 (?)	
Dennis Weller		1/1/2015	1/1/2018, 1/1/2021		10/26/2016, 12/4/2019, 12/14/2022	
Tim LaLonde		1/1/2023				

Members highlighted in yellow need training in 2023

Training is required within 12 months of appointment and every 3 years after

Training dates and enrollment can be found here:

<https://www.abo.nv.gov/training/online/training.html>