



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 Hazlewood
Doug Rogers

Jack Stopper
Dennis Weller
Norma Zimmer
Timothy LaLonde

Exec Dir: Kristi Dippel

Town Representative: Kathy LaClair

CLDC Board Meeting

July 6, 2023 - 4:00 pm @ 913 Strawberry Lane

Agenda

Approval of June 1, 2023 Regular Minutes

Chairman's Report

Jamie Ganter

Treasurer's Report

John Cooper

Director's Report

Housing Study
CBIT 2024

Kristi Dippel

Committee Updates

Strategic Committee

Doug Rogers

Municipal Updates

Planning Board
Town projects
Village projects

Old Business

New Business

August Meeting

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 June 1, 2023

Chair Jamie Ganter called the June meeting of the Clayton Local Development Corporation to order at 4:00 p.m. Also in attendance were Vice Chair Bobby Cantwell, Secretary Christine Powers, Assistant Secretary Chris Bogenschutz, Mike Hazlewood, Tim LaLonde, Doug Rogers, Jack Stopper, Dennis Weller, and Norma Zimmer. John Cooper was excused, and the following members were absent: Mike Bashaw, Lance Peterson and Kathy LaClair. 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 May 4, 2023, with no further discussion.

Chair Jamie Ganter opened the meeting with a follow up on the contract between CLDC and the Clayton Improvement Association, as inquired by Tim LaLonde. The two (2) organizations share the salary of the Executive Director on a 50%/50% basis.

For the Chairman's report, Jamie Ganter discussed the Board Evaluations and that no further action is required to complete this year's results. Clarification was provided that some questions reference the "authority" and that is referring to the CLDC itself.

Chair Ganter contacted the Town of Clayton seeking financial support for the upcoming Housing Study to be performed by Asterhill Research Company. They agreed to provide \$1,500 upon receipt of an invoice, which has been submitted.

At the May meeting, the Board discussed a bonus for Executive Director Dippel in the amount of \$1,250. At this June meeting, the bonus was unanimously approved on a motion by Chris Powers, second by Jamie Ganter. All in favor.

In Treasurer John Cooper's absence, Kristi Dippel presented the Treasurer's report for June 2023. Four bills were presented in the amounts of \$50 (NYS tax filing), \$1,125 (Asterhill Research), \$1,250 (Kristi Dippel), and \$3,041.67 (CIA) leaving a balance of \$9,158.73 in the General Checking account. There was no activity in the Reserve Account other than interest credit. Ms. Dippel did notify the Board that the following are pending receivables:

\$5,000 from the Town for the REDI funds administration

\$10,000 from the Village for the annual stipend

Funding for the cost of the housing study from the Town, Village and NNYCF



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On a motion by Doug Rogers, second by Bobby Cantwell, the Board unanimously approved the Treasurer's report and the payment of the bills, copies of which are attached to these minutes.

Under the Executive Director, Kristi Dippel's report, the following were discussed:

Housing Study – Kristi continues working on the “questionnaire” that will be utilized during the study and we have been asked to provide a list of stakeholders that should be interviewed during the process. It was recommended that we also include realtors, the Planning Board, zoning, and the school district. General discussion ensued regarding what types of questions should be included in the study. Tim LaLonde inquired if the Census data is used, and the understanding is that it doesn't really apply since we are a tourism community with very different data. Chair Ganter hopes that the new County bus system, to be available in 2025, will be included. A letter/article of thanks will be developed for the Northern New York Community Foundation.

Kristi also informed the Board that there are several grant opportunities available at this time that she is constantly researching and will apply for any that are appropriate for our needs. Included are Consolidated Funding Application (CFA), Market NY, Micro Breweries under a Farm Grant, and a Not-for-Profit capital grant program with a 50% match.

Governance Committee Chair, Dennis Weller, stated that the committee held a meeting prior to this Board meeting and the Open Meetings Law was discussed. It is expected to be decided that since we have majority Board attendance in person, that we do not need to amend the By Laws to include a virtual format. The Committee will further investigate and notify the Board of the findings.

Doug Rogers, Strategic Planning Chair, discussed the completed Action Plan and the Board decided to include the document as an ongoing process. Chair Ganter does share this document with the Town Board. On a motion by Norma Zimmer, second by Jack Stopper, the Action Plan was approved with all in favor. It was also noted that newest member, Tim LaLonde, has been added to the Strategic Planning Committee.

Under Municipal Updates:

Planning Board - Doug Rogers updated the Board on the following projects:

- Cottage Community at French Creek Marina – pending further site plan revisions.
- A new land subdivision is being presented to the Town near Tubolino/Miller Rd.

Town of Clayton – no report presented.



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Village of Clayton – Mayor Zimmer updated the Board on the following projects:

- **Update to the Wastewater Treatment Plant – working downtown on sewer lines. The fencing has been removed as the project is completed in that area prior to originally anticipated.**
- **Mary Street dock – completed by the Memorial Day deadline and it is beautiful.**
- **The Riverwalk entrance sign is up, and it is a great compliment to the overall appearance of the Village.**
- **Local Government Achievement Award (LGAA) – Clayton has received the Honorable Mention award.**
- **DOT sidewalk ADA compliance work will continue until July.**

Assistant Chair, Bobby Cantwell, stated that the Town REDI project in front of the hotel is delayed until fall due to the steel not being delivered on time.

The next Regular Meeting will be held on July 6, 2023. On a motion by Dennis Weller, second by Mike Hazlewood, the meeting adjourned at 4:49 p.m.

Respectfully submitted,

Christine A. Powers
Secretary

CLDC Abstract July 2023

General Checking Account

Date		Check #	Amount	Balance
				\$ 9,158.73
6/28/2023	Town of Clayton contribution towards Housing Study		\$ 1,000.00	\$ 10,158.73
7/6/2023	Riverside Media LLC annual website hosting & domain name	1320	\$ (195.00)	\$ 9,963.73
7/6/2023	Clayton Improvement Association June ED hours	1321	\$ (3,031.67)	\$ 6,932.06
				\$ 6,932.06

Reserve Account

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

Upcoming accounts receivable:

- \$5000 from the Town for REDI admin
- \$10,000 from the Village for annual stipend (1 of 2)
- funding to reimburse cost of housing study (NNYCF, VoC)




CENTER FOR BUSINESSES IN TRANSITION

ARE YOU READY TO HELP BUSINESSES IN YOUR COMMUNITY TRANSITION TO NEW OWNERSHIP?

- Do you represent a chamber of commerce, economic development or civic organization in a North Country New York community?
- Do you have businesses in your community that are at risk of closing due to retirement or other factors?
- Are you ready to help businesses in your community transition to new ownership?

You are invited to join the **Adirondack North Country Center for Businesses in Transition (CBIT)** regional partnership for a 2024 training program. Using materials developed through CBIT, the program provides a fast-paced and powerful curriculum that will empower you with skills to guide business owners through the transition process, become aware of local experts and technical assistance providers for referrals and better serve the aging business owners in your region.

What to expect:

1. Monthly 2-hour virtual training sessions over the course of a 9-month period
2. Opportunities to learn from local business owners who will share their transition experiences and serve as case studies for discussion
3. Monthly one-on-one appointments with a CBIT Coordinator to discuss how businesses are progressing with their transition planning and how you can provide individualized guidance about next steps

The CBIT training program will begin in January 2024 and is free of charge for participating organizations. Upon completion and further agreement, the CBIT partnership and ANCA will assist you in hosting your own workshops and/or working group in your community.

Visit www.ownanorthcountrybusiness.org to learn more.

Questions? Contact transitions@adirondack.org

View recorded workshops: bit.ly/CbitYouTube

Contact: ddefaini@adirondack.org to sign up today.

