



Clayton Local Development Corporation Board:

Jamie Ganter, Chairman
Bobby Cantwell, Vice Chairman
Christine Powers, Secretary
Chris Boggenschutz, Asst Sec
John Cooper, Treasurer

Lisa Ingerson
Tim Doney
Mike Hazlewood
Doug Rogers

Jack Stopper
Norma Zimmer
Nancy Hyde
Timothy LaLonde

Exec Dir: Kristi Dippel

CLDC Board Meeting

February 5, 2026 - 4:00 pm @ 913 Strawberry Lane

Agenda

Approval of December 4, 2025 Regular Meeting and Annual Minutes

Chairman's Report

2026 Annual Goals
2025 Board Evaluations

Jamie Ganter

Treasurer's Report

John Cooper

Director's Report

Board Member Training
NJIA – Move In NY
LWRP update

Kristi Dippel

Committee Updates

Essential Housing Committee

Municipal Updates

Planning Board
Town projects
Village projects
School District update

Doug Rogers
Tim Doney
Nancy Hyde
Lisa Ingerson

Old Business

New Business

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

Minutes of Meeting on December 4, 2025

Chair Jamie Ganter called the Regular Meeting of the Clayton Local Development Corporation to order at 4:12 p.m. Also in attendance were Vice President Bobby Cantwell, Treasurer John Cooper, Lisa Ingerson, Tim Doney (via Zoom), Mike Hazlewood, Nancy Hyde, Timothy LaLonde, Norma Zimmer, Jack Stopper and Executive Director Kristi Dippel. Secretary Christine Powers, Assistant Secretary Chris Bogenschutz and Doug Rogers were excused.

On motion by Nancy Hyde, seconded by Mike Hazlewood, the Board unanimously approved the November 6, 2025, meeting minutes with the revisions to the Treasurers reports to reflect accurate account balances.

For the Chairman's report, Chair Jamie Ganter gave an update on the planned Jefferson County bus system. It has been delayed due to a recall on the new buses. He went on to discuss the January meeting schedule due to the New Year's holiday. Nancy Hyde made a motion to cancel the January meeting due to the holiday, Lisa Ingerson seconded the motion, all were in favor.

Treasurer Cooper presented one bill for approval in the amount of \$3,041.67, which, when paid, will leave a balance of \$9,650.61 in the General Checking Account. The balance in the reserve account remained at \$1,772.67. On motion by Bobby Cantwell, seconded by Jack Stopper the Board unanimously approved the Treasurer's Report and the payment of the bill, copies of which are attached to these minutes.

Kristi Dippel, the Executive Director, presented her report and discussed the following topics:

LWRP Update

Kristi stated that the Waterfront Assessment Committee is working with MJ Engineering to establish a draft waterfront boundary and plan upcoming public workshops.

NYS ABO Updates

Kristi reported 2025 reports will be due to ABO by March 31, 2026.

Essential Housing

Kristi stated that the Essential Housing Committee of NJIA was working with MRB Group to finalize edits of the Housing Needs Assessment which will be presented to the public in January. The NJIA Board, CLDC Board, Village Board, Town Board, Planning Board and Zoning Board members will receive invitation to the presentation. The committee is supporting the NJIA in the Move In NY grant application which is due January 30, 2026.



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Committee Reports

Tim LaLonde reported that the Audit Committee will be communicating to the auditors that the committee would like the financial reports and taxes earlier, so review and revisions can occur if needed.

Municipal Updates

Planning Board—In Doug Rogers' absence, Mayor Hyde reported that the Planning Board would have two projects appearing before them. 1: Mark Morgia's Outer State Street Townhouse Project. 2: TI Inn owners with a pre-conference on their proposed renovations.

Town of Clayton—Supervisor Doney reported the 1st phase of the Riverwalk shoreline stabilization project has been completed. He also reported that a Town Board member has resigned and there will be a new board member.

Village of Clayton—Mayor Hyde reported that a temporary water line had been run to the TI Arts Center and the Village was preparing for the parade.

TICS District – Superintendent Lisa Ingerson reported that the school construction project is continuing as expected with the pool expected to open in January. She also let the board know about the upcoming Christmas concerts.

New Business

Kristi updated the board on the NJIA receiving an award of \$750,000 from NYS HCR Vacant Rental Program to create rental units from vacant space.

The next Regular Meeting will be held February 5, 2026. On motion by Nancy Hyde, seconded by Mike Hazlewood, the Chair declared the meeting adjourned at 4:48 p.m.

Respectfully submitted,
Kristi Dippel, Executive Director



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Annual Meeting Minutes of December 4, 2025

Chair Jamie Ganter called the Regular Meeting of the Clayton Local Development Corporation to order at 4:12 p.m. Also in attendance were Vice President Bobby Cantwell, Treasurer John Cooper, Lisa Ingerson, Tim Doney (via Zoom), Mike Hazlewood, Nancy Hyde, Timothy LaLonde, Norma Zimmer, Jack Stopper and Executive Director Kristi Dippel. Secretary Christine Powers, Assistant Secretary Chris Bogenschutz and Doug Rogers were excused.

The re-appointment of Jamie Ganter and Tim Lalonde effective 1/2026 – on a motion by Bobby Cantwell, second by Nancy Hyde.

There are no vacant board seats at this time.

Existing Officer Appointments were nominated as follows:

Board Chair – Jamie Ganter

Vice Chair – Bobby Cantwell

Secretary – Christine Powers

Asst. Secretary – Chris Bogenschutz

Treasurer – John Cooper

On a motion by Nancy Hyde, second by Mike Hazlewood, the Board unanimously approved the slate of officers.

Committee Chair appointments were re-nominated as follows:

Governance Committee: Nancy Hyde

Ethics Officer: Doug Rogers

Audit Committee: Christine Powers

Nominating: Chris Bogenschutz

Loan & Grant Review: Christine Powers

On a motion by Jack Stopper, second by John Cooper, the Board unanimously approved the Committee Chair slate.

The next agenda item was the review of the annual contract between the Clayton Improvement Association, LTD dba North Jefferson Improvement Association (NJIA) and the Clayton Local Development Corporation (CLDC) with no change in the amount. On a motion by Tim LaLonde, second by Bobby Cantwell, the Board unanimously approved the annual NJIA contract as presented.



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Chairman Ganter presented the annual Confidential Board Performance Evaluation form. Board members were asked to complete, retain a copy for their records, and return to Kristi. In addition, Board Members were asked to complete the Acknowledgement of Fiduciary Duty and Conflict of Interest Disclosure forms.

On a motion by Nancy Hyde, second by John Coopere, the Annual meeting adjourned at 4:11 p.m.

**Respectfully submitted,
Kristi Dippel, Executive Director**

CLDC GOALS FOR 2025 (2026 notes in red)

1. Work with the Village of Clayton, the Town of Clayton, local businesses and organizations to submit viable applications to appropriate NYS, federal and regional funding opportunities and programs that will benefit the community.
2. Continuing to work with local agencies and municipalities to expand and connect the local trail and walkway system, to include the Sissy Danforth Trail and Clayton Riverwalk. **Still valid?**
3. Explore additional revenue generating activities to ensure the future sustainability of the CLDC.
4. Continue to work toward generating measurable action items in the updated Strategic Plan, including regionalization.
5. Work with the Town and Village of Clayton, as well as the Joint Planning board towards revising and updating the 2013 Joint Local Waterfront Revitalization Plan. **Should be rephrased to: complete the 2025+ Joint LWRP**
6. Continue to explore solutions to local housing issues, including moving forward with the Essential Housing Committee to explore potential opportunities to bring affordable housing to the community. **Rephrase to include partnership with NJIA and municipalities to achieve**
7. Work with potential developers for possible development projects in the community
8. Network with local businesses at events such as Business with a Twist. **Possibly re-word to include networking and general marketing of LDC. Is this already included in #4?**

CLDC Abstract February 2026

General Checking Account

Date		Check #	Amount	Balance
				\$ 9,650.61
2/5/2026	North Jefferson Improvement Association December 2025 & January 2026 Director Hours	1364	\$ (6,083.34)	\$ 3,567.27
2/5/2026	ABA Insurance 2026 Directors & Officers Insurance	1365	\$ (897.00)	
				\$ <u>2,670.27</u>

Reserve Account

Date		Check #	Amount	Balance
				\$ 1,776.73
				\$ 1,776.73
				<u>\$ 1,776.73</u>

Clayton LDC Board Members 2026

<u>Ex-officio members</u>	<u>Original Date</u>	<u>Community Position</u>	<u>Required Training Completed</u>
Doug Rogers	3/1/2016	Planning Board Chair	2/8/2017, 10/28/2020, 6/14/2023
Tim Doney	1/1/2024	Town of Clayton Supervisor	
Nancy Hyde	12/1/2023	Village of Clayton Mayor	3/13/2024
Chris Bogenhutz - Ast Sec	8/5/2004	Clayton Chamber of Commerce	4/19/2017, 7/22/2020, 2/21/2025
Bobby Cantwell - Vice Chair	1/1/2018	Jefferson County Legislature	2/6/2019, 4/19/2023
Lisa Ingerson	7/1/2025	TISD Superintendent	
 <u>Citizen members</u> 			
	<u>Original Date</u>	<u>Date of Appointment</u>	
Jamie Ganter - Chairman	1/1/2017	1/1/2020, 1/1/2023, 1/1/2026	2020, 2/10/2023
Christine Powers - Secretary	1/1/2016	1/1/2019, 1/1/2022, 1/1/2025	1/19/2016, 1/23/2019, 12/9/2022
Mike Hazlewood	2/1/2022	1/1/2025	
John Cooper - Treasurer	1/1/2016	1/1/2019, 1/1/2022, 1/1/2025	2/10/2017, 7/22/2020, 9/27/2023
Jack Stopper	1/1/2018	1/1/2021	12/9/2020, 1/15/2025
Norma Zimmer	1/1/2024		10/26/2016, 12/4/2019, 12/14/2022
Tim LaLonde	1/1/2023	1/1/2026	2/21/2024

Members highlighted in yellow need training in 2025/2026

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

Training dates and enrollment can be found here:

<https://abo.ny.gov/board-member-training>

Training is required within first 12 months on board and every 3 years after.