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**Clayton Local Development Corporation Board:**

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

Mike Bashaw  
Tim Doney  
Mike Hazlewood  
Doug Rogers

Jack Stopper  
Norma Zimmer  
Nancy Hyde  
Timothy LaLonde

**Exec Dir:** Kristi Dippel

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## **CLDC Board Meeting**

June 6, 2024 - 4:00 pm @ 913 Strawberry Lane

### **Agenda**

#### **Approval of May 2, 2024 Minutes**

**Chairman's Report**  
Housing Study

Jamie Ganter

**Treasurer's Report**

Kristi Dippel

**Director's Report**

Town of Henderson agreement  
CBIT

Kristi Dippel

**Committee Updates**

Governance Committee

**Municipal Updates**

Planning Board  
Town projects  
Village projects  
School District update

**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

## Meeting Minutes of May 2, 2024

Chair Jamie Ganter called the May 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, Asst. Secretary Chris Bogenschutz, Treasurer John Cooper, Town Supervisor Tim Doney, Mike Hazlewood, Doug Rogers, Jack Stopper, Norma Zimmer, Village Mayor Nancy Hyde, and Tim LaLonde. Mike Bashaw was absent. Kristi Dippel, Executive Director was also in attendance. Also attending was guest, Mr. Blackburn of the general public.

On a motion by Jack Stopper, second by Tim Lalonde, the Board unanimously approved the minutes of the meeting of April 4, 2024, with no further discussion.

Chair Jamie Ganter discussed the Housing Study and the receipt of the final report. He provided some observations as noted below:

- The report is not user-friendly.
- Definitions needed to be clarified (vacant property, short-term rentals).
- Rental housing data is limited based on definition criteria.
- Housing sales data can be skewed by property based on buyer and county classifications.
- Data sources were limited.
- Questionnaire resulted in limited responses.
- Housing Study company, Asterhill, could not provide assurance that data is complete and accurate.

The board discussed providing the report to the public with the above information as a preface and send to the Village and Town of Clayton, Northern NY Community Foundation, Towns of Alexandria Bay, Cape Vincent, Orleans, and place on the CLDC website.

Treasurer John Cooper presented the Treasurer's Report. One check to the Clayton Improvement Association from April has a check # revision. One bill to NYS Charities Bureau for the tax filing for \$50.00, one bill to the CIA for ED hours for \$3,041.67, and one bill to the auditing firm for \$6,110.00 were noted leaving a balance of \$2,673.36 in the General Account. With no activity in the Reserve Account, the balance remains at \$1,772.67. Pending receivables for 2024 are \$10,000 from the Village of Clayton for Grant writing, \$10,000 from the Village of Clayton for economic development purposes, LWRP grant administration with the amount to be determined, and a potential grant writing opportunity for the Town of Henderson for \$7,500.

On a motion by Christine Powers, second by John Cooper, 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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**Under the Executive Director, Kristi Dippel's report, the following were discussed:**

**Cape Vincent Local Development Corporation**

Some CLDC board members attended the April 11, 2024, regional meeting with the Cape Vincent LDC. Executive Mary Farrell, some Cape LDC board members, and a representative from Assemblyman Scott Gray's office met to discuss the overall regional effort to advance all communities in the surrounding river areas. It was a productive meeting, and it was decided that we will reconvene in the fall for further discussions.

**Town of Henderson**

Kristi stated that the Town of Henderson contacted her regarding the fee proposal for writing the grant application for their LWRP. She mentioned between \$7,500 - \$10,000 depending on the extent of work involved. It was agreed that a letter will be generated with the proposed fee structure.

**CBIT – Center for Businesses in Transition**

Kristi stated representatives will be here on May 20<sup>th</sup> and would be willing to meet with any businesses that are interested in learning more about buying or selling their business. Discussions ensued on how to best invite local business owners and personal calls, advertising, and Chamber involvement were considered. Kristi will put a "save the date" together with the assistance of CBIT.

Mayor Hyde stated that they are also here on that date for a Clean Energy Conference, and they are interested in assisting Clayton with that effort.

**DRI**

Board members discussed the 2025 round of DRI applications, and we should be considering submitting an application for that round. Our Housing Study and Climate Smart status may be an advantage in the next round.

**Committee Reports**

The Governance committee will meet in June, prior to the Board meeting, and will present any updates.

**Under Municipal Updates:**

**Planning Board** - Doug Rogers updated the Board on the following agenda items and stated the next Planning Board meeting is scheduled for May 9, 2024.

- Storage facility at Rt.12 by River Roc Storage, Mark Morgia.
- Verizon communication antennas at the Hotel.
- A couple of "pre-application" ideas have been presented but no official requests.



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**Town of Clayton** – Supervisor Tim Doney updated the Board on the following:

- A short-term rentals meeting is scheduled to discuss how the municipalities want to handle them. Mayor Hyde stated she would like to be in attendance. Mr. Doney agreed and stated that many representatives will attend.
- The Riverwalk is expected to be completed by July 1.

**Village of Clayton** – Mayor Nancy Hyde updated the Board on the following topics:

- Clean Energy Conference.
- Village Board Member vacancies – 2 seats will be open.
- The Rotary Park building roof progress has somewhat slowed but is still moving forward.
- Dock attenuator is expected by July.
- Riverwalk – concrete instead of gravel to be installed.

**TICS District** – no report in Mr. Bashaw's absence.

Vice Chair Bobby Cantwell inquired about some RV's that are parked at residential locations within the village. Mayor Hyde stated she will investigate it.

Norma Zimmer inquired about the traffic study and Mayor Hyde stated no results yet.

**New Business**

John Cooper commented on the new Micron business that will be developed in the Cicero area and how that will affect much of the North Country. High paying jobs are expected that may draw local employees to that business, but it will also bring employees north, to the river.

Tim Lalonde stated that in his experience, Micron is very committed to supporting communities.

The next Regular Board Meeting will be held on June 6, 2024. On a motion by Mayor Hyde, second by John Cooper, the meeting adjourned at 4:55 p.m.

Respectfully submitted,

*Christine A. Powers*  
Secretary

## Agreement

On this \_\_\_\_\_ day of June, 2024, the Clayton Local Development Corporation (CLDC) and the Town of Henderson enter into an agreement in pertaining to a grant application. The CLDC will complete the 2024 Local Waterfront Revitalization Plan (LWRP) funding application to NYS Department of State on behalf of the Town of Henderson through the Consolidated Funding Application (CFA) process. The CFA application is due on July 31, 2024.

The Town of Henderson will compensate the CLDC \$7,500 - \$10,000 to draft, compile and submit the application. Anything over the cost of \$7,500 will require prior authorization from the Town of Henderson. The CLDC will submit an invoice the Town of Henderson for this compensation.

The Town of Henderson will be responsible for providing the CLDC with the community history, plans and insights, as well as a tour of the community. The Town of Henderson will also be responsible for providing any specific information or documents that are requested by the CLDC and are necessary for the application submittal.

The CLDC does not guarantee the award of the grant from NY Department of State. CLDC services will be complete once the application is submitted through the CFA system.

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Jamie Ganter  
Clayton LDC Chairman

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Town of Henderson  
Authorized Official