



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

CLDC Board Meeting

December 5, 2024 - 4:00 pm @ 913 Strawberry Lane

Agenda

Approval of November 7, 2024 Minutes

Chairman's Report

Jamie Ganter

Treasurer's Report

John Cooper

Director's Report

Kristi Dippel

LWRP update

Committee Updates

Governance Committee

Nancy Hyde

Essential Housing Committee

Municipal Updates

Planning Board

Doug Rogers

Town projects

Tim Doney

Village projects

Nancy Hyde

School District update

Michael Bashaw

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 November 7, 2024

Chair Jamie Ganter called the November 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, Town Supervisor Tim Doney, Norma Zimmer, Village Mayor Nancy Hyde, and Tim LaLonde. Treasurer John Cooper, Mike Bashaw, Mike Hazlewood, Doug Rogers, and Jack Stopper were excused. Kristi Dippel, Executive Director, was also in attendance.

On a motion by Tim LaLonde, second by Norma Zimmer, the Board unanimously approved the minutes of the meeting of October 3, 2024, with no further discussion.

Chair Jamie Ganter mentioned that he is working on Executive Director, Kristi Dippel's annual performance evaluation and once completed, he will share with the full Board for input. Jamie stated that the outstanding receivable from Asterhill will be addressed, again, and a letter sent from the CLDC's attorney.

In Treasurer John Cooper's absence, Executive Kristi Dippel presented the Treasurer's Report. One check in the amount of \$3,041.67, #1343, to the Clayton Improvement Association for ED hours for October, a check for \$45.02, #1344, to the Clayton Improvement Association as reimbursement for the CBIT event refreshments, and a check, #1345, for \$182.00 to the TI Sun for advertising the CBIT event were processed leaving a balance of \$21,309.32 in the General Account. With no activity in the Reserve Account, the balance remains at \$1,772.67. On a motion by Chris Powers, second by Nancy Hyde, the Board unanimously approved the Treasurer's report and the payment of the bills, copies of which are attached to these minutes.

Executive Director, Kristi Dippel, noted that the 2025 budget was successfully submitted to NYS as required. Kristi also stated that she has received a few calls from buyers and sellers regarding the CBIT process. In addition, the "Essential Housing Committee" met today to discuss the next steps in the process. The committee members are researching contractors and engineers that may be able to assist with the affordable housing project. The process is in the preliminary stages and ideas will continue to be developed. The committee will have discussions with the Town and Village Boards and then possibly Jefferson County representatives.

Kristi also stated that the name of the Clayton Improvement Association has been expanded to Clayton Improvement Association dba North Jefferson Improvement Association to better represent all communities it services.



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Committee Updates:

Audit – Chair Chris Powers stated that the committee held its’ semi-annual meeting just prior to this meeting to discuss the current Audit Charter and Procedures. No changes were recommended. The committee also reviewed the proposal from auditing firm, DiMarco, Abiusi & Pascarella, for the annual audit. The proposed fee of \$6,315 will be investigated with this firm and another to see if there is room for negotiation.

Nominating – Chair Chris Bogenschutz reviewed the upcoming term expiration for Chris Powers, Mike Hazlewood, and John Cooper. Board members and officers will be contacted to confirm involvement and the results will be reported to the Board at the December meeting.

Under Municipal Updates:

Planning Board – No report and no meeting tonight.

Town of Clayton – Supervisor Tim Doney discussed the following:

- **Town Municipal Marina upgrade to the pump out station awarded to DC Building Systems, has been completed.**
- **Municipal Arena ice is in place and the sewer main has been replaced.**
- **Town vehicles are getting ready for the winter season.**

A discussion was held regarding “composting” at the Town transfer facility. Investigations will follow.

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

- **Climate Smart Open House was a great success with many in attendance.**
- **Punkin Chunkin was another great turnout with approximately 8,000 in attendance.**
- **The waterfront docks will be removed for the winter season.**
- **TI Arts Center project is underway.**
- **The Clayton Chamber of Commerce Citizen of the Year event will be held on November 13. CLDC Board member Mike Hazlewood is this year’s deserving recipient.**
- **The 2025 Irish Festival will be held in Clayton at the Cerow Park arena. It has been moved from the State Office Building in Watertown due to costs.**

TICS District – No report.



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The next Regular and Annual Board Meetings will be held on December 5, 2024. On a motion by Nancy Hyde, second by Norma Zimmer, the meeting adjourned at 4:31 p.m.

Respectfully submitted,

Christine A. Powers
Secretary

DRAFT

CLDC Abstract December 2024

General Checking Account

Date	Check #	Amount	Balance
			\$ 21,309.32
12/5/2024	Clayton Improvement Association November ED hours	1346 \$ (3,041.67)	\$ 18,267.65
			<u>\$ 18,267.65</u>

Reserve Account

Date	Check #	Amount	Balance
			\$ 1,772.67
		no account activity	\$ 1,772.67
			<u>\$ 1,772.67</u>