

**Minutes of the  
Clinton County Capital Resource Corporation  
Monday, April 12, 2021**

**Due to COVID-19, the meeting of the Clinton County Capital Resource Corporation held on Monday, April 12, 2021 was livestreamed via GoToMeeting.**

The meeting was called to order by Trent Trahan, Chairperson, at 12:29 p.m., via GoToMeeting.

**MEMBERS PRESENT:** Trent Trahan, Chairperson  
David Hoover, Vice Chairperson  
Keith Defayette, Treasurer and Chief Financial Officer  
Michael Zurlo, Secretary  
John VanNatten, Member  
Mark Leta, Member

**ABSENT:** Kim Murray, Assistant Secretary

**STAFF PRESENT:** Renee McFarlin, Executive Director  
George W. Cregg, Esq., Agency Counsel  
Christopher Canada, Esq., Agency Counsel  
Toni Moffat, Executive Assistant  
Dorothy Brunell, Administrative Assistant

**ALSO PRESENT:** Jessica Kogut, Planner - Town of Plattsburgh

T. Trahan stated that there was a quorum present.

T. Trahan waived the reading of the notice of the meeting published in the *Press Republican* on December 18, 2020.

**Reading and Consideration of the Draft Minutes of the meetings of Clinton County Capital Resource Corporation (CCCRC) of March 22, 2021 and March 25, 2021.**

T. Trahan asked if there were any questions regarding the draft minutes of the March 22, 2021 and March 25, 2021 meetings of the CCCRC. There were none.

On a motion by M. Zurlo, and seconded by K. Defayette, it was unanimously carried to approve the minutes of the March 22, 2021 and March 25, 2021 meetings.

**Presentation:**

R. McFarlin introduced Jessica Kogut of the Town of Plattsburgh Planning Department. At the March 22, 2021 meeting of the CCCRC, R. McFarlin provided a brief presentation regarding the Town of Plattsburgh's request for the CCCRC to invest \$7,500 grant funding in the Town's development of a Smart Growth Plan for the former Clinton County Airport property. The entire scope of the project will cost \$25,000. J. Kogut stated that the Town of Plattsburgh has partnered with the Clinton County Board of Realtors to apply for grants for this project. The Clinton County Board of Realtors will contribute \$2,500, and the National Association of Realtors has awarded a \$5,000 grant for the project. The Town Planning and Community Development Department has

budgeted \$10,000 for the project. The requested \$7,500 grant from the CCCRC will bring the total funds to \$25,000.

M. Zurlo stated that from the County's perspective, this is an important endeavor and has the County's support. To date, Monahan Medical and TDC have benefitted from this location. M. Zurlo stated that the County, Town and TDC are partnering to enhance the infrastructure through Economic Development Administration (EDA) and Northern Border Regional Commission grants which will create more developable "infrastructured" lots.

R. McFarlin advised that funding of this project will provide some certainty for investors and future developers as far as zoning. She also stated that from an administrative perspective, the Town is willing to submit invoices to the CCCRC for reimbursement of costs associated with the \$7,500. This will make it easier to report to the State the management of grant spending. M. Zurlo asked J. Kogut if the invoices will be prorated based on the percentages of the allocated monies; i.e., CCCRC would reimburse 30 percent of the invoice amount. J. Kogut stated this was correct.

T. Trahan asked if the CCCRC would have any input regarding development plans. R. McFarlin advised that she, on behalf of the CCCRC, had previously been invited to be part of the group to discuss the plans. J. Kogut confirmed this and reviewed the list of those requested to participate in the advisory committee for this project: two Planning Board members, TDC representative, two Town Board members, a Town Zoning Board member, a representative from the Saranac River Trail group, and a representative from the CCCRC. She also indicated that they are hoping that a representative from the Chamber of Commerce will also participate.

#### **RESOLUTION AUTHORIZING PLANNING GRANT AGREEMENT RELATING TO FORMER CLINTON COUNTY AIRPORT**

The following resolution was offered by M. Zurlo, seconded by M. Leta, to wit:

Resolution No. 04-21-01

#### **RESOLUTION AUTHORIZING CLINTON COUNTY CAPITAL RESOURCE CORPORATION TO PROVIDE AN ECONOMIC DEVELOPMENT GRANT TO TOWN OF PLATTSBURGH.**

WHEREAS, Clinton County Capital Resource Corporation (the "Corporation") was created pursuant to Section 1411 of the Not-For-Profit Corporation Law of the State of New York, as amended (the "Enabling Act"). Pursuant to the provisions of the Enabling Act and Revenue Ruling 57-187 and Private Letter Ruling 200936012, the County Legislature of Clinton County, New York (the "County") adopted a resolution on November 10, 2010 (the "Sponsor Resolution") (A) authorizing the incorporation of the Corporation under the Enabling Act and (B) appointing the initial members of the board of directors of the Corporation (the "Board of Directors"); and

WHEREAS, in December, 2010, a certificate of incorporation was filed with the New York Secretary of State's Office (the "Certificate of Incorporation") creating the Corporation as a public instrumentality of the County; and

WHEREAS, the Corporation is authorized and empowered by the provisions of the Enabling Act to take action to accomplish the public purposes of relieving and reducing unemployment, promoting and

providing for additional and maximum employment, bettering and maintaining job opportunities, and lessening the burdens of government and acting in the public interest; and

WHEREAS, the Corporation recently received a letter from the Town of Plattsburgh (the "Grant Recipient"), which letter is attached hereto as Exhibit A, relating to the need for a comprehensive zoning, infrastructure, development and preservation plan to assist in the development of the former Clinton County Airport (the "Project") and the associated costs related thereto;

WHEREAS, the Corporation views the Project as an important component of the Corporation's economic development efforts in Clinton County, New York; and

WHEREAS, the Corporation wishes to assist in subsidizing the costs of the Project and any other activity that the Grant Recipient deems is aligned with the overall purpose of the Project; and

WHEREAS, in order to assist the Grant Recipient in undertaking the Project and thereby stimulate the continued development of the areas served by the Grant Recipient and Clinton County, New York, the Corporation proposes to enter into an economic development grant agreement (the "Grant Agreement") by and between the Corporation and the Grant Recipient under which the Corporation will provide funds to the Grant Recipient in an amount not to exceed \$7,500 (the "Grant") for the purpose of assisting the Grant Recipient in funding the Project (collectively, the "Transaction");

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE BOARD OF DIRECTORS OF THE CLINTON COUNTY CAPITAL RESOURCE CORPORATION, AS FOLLOWS:

Section 1. Based upon an examination of the Transaction, the Board of Directors hereby determines that the Transaction in effect constitutes a routine administration and management activity that does not include a new program or a major reordering of priorities that may effect the environment, and accordingly constitutes a "Type II action" pursuant to 6 NYCRR 617.5(c)(26), and therefore that, pursuant to 6 NYCRR 617.6(a)(1)(i), the Corporation has no further responsibilities under Article 8 of the Environmental Conservation Law, Chapter 43-B of the Consolidated Laws of New York, as amended (the "SEQR Act") and the regulations adopted pursuant thereto by the Department of Environmental Conservation of the State of New York, being 6NYCRR Part 617, as amended (the "Regulations" and collectively with the SEQR Act, "SEQRA") with respect to the Transaction.

Section 2. Based upon an examination of the Transaction, the Board of Directors hereby determines that no "financial assistance" (as defined in the Act) is being requested from the Corporation in connection with the Transaction, and accordingly that the Corporation is not required by its certificate of incorporation to hold a public hearing with respect to the Transaction.

Section 3. In consequence of the foregoing, the Board of Directors hereby determines to appropriate an amount not to exceed \$7,500 to fund the Grant to assist the Grant Recipient in funding the Project, on the condition that the proceeds of the Grant shall be expended by the Grant Recipient solely for funding the Project, said Grant to be made to the Grant Recipient pursuant to the terms and conditions of the Grant Agreement.

Section 4. The Chairman, Vice Chairman or Executive Director of the Corporation is hereby authorized, on behalf of the Corporation, to execute and deliver the Grant Agreement and any related documents (collectively, the "Transaction Documents") and, where appropriate, the Secretary (or Assistant Secretary) of the Corporation is hereby authorized to affix the seal of the Corporation thereto and to attest the same, all in substantially the forms thereof presented to this meeting, with such changes,

variations, omissions and insertions as the Chairman, Vice Chairman or Executive Director of the Corporation shall approve, the execution thereof by the Chairman, Vice Chairman or Executive Director of the Corporation to constitute conclusive evidence of such approval.

Section 5. The officers, employees and agents of the Corporation are hereby authorized and directed for and in the name and on behalf of the Corporation to do all acts and things required or provided for by the provisions of the Transaction Documents, and to execute and deliver all such additional certificates, instruments and documents, to pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of the officer, employee or agent acting, desirable and proper to effect the purposes of this resolution and to cause compliance by the Corporation with all of the terms, covenants and provisions of the Transaction Documents binding upon the

Section 6. This resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

|                  |        |         |
|------------------|--------|---------|
| Trent Trahan     | VOTING | YES     |
| David Hoover     | VOTING | YES     |
| Michael E. Zurlo | VOTING | YES     |
| Kim Murray       | VOTING | EXCUSED |
| Keith Defayette  | VOTING | YES     |
| Mark Leta        | VOTING | YES     |
| John VanNatten   | VOTING | YES     |

The foregoing resolution was thereupon declared duly adopted.

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EXHIBIT A



**TOWN OF PLATTSBURGH  
PLANNING & COMMUNITY  
DEVELOPMENT**

*TREVOR COLE, AICP, SENIOR PLANNER*

*JESSICA KOGUT, PLANNER*

*MICHELE BUCKMINSTER, SECRETARY*

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*The Town is an equal opportunity provider and employer.*

*Michael Cashman  
Supervisor*

*Meg Bobbin  
Deputy Supervisor  
Councilperson*

Clinton County Capital Resource Corporation  
137 Margaret Street, Suite 209  
Plattsburgh, NY 12901 USA

Honorable Members of the Clinton County Capital Resource Corporation,

Over the last decade, the Town of Plattsburgh has hosted a significant increase in housing, commercial, and industrial development, becoming the economic and transportation hub of the region. The results of many years of comprehensive planning and infrastructure improvements were further acknowledged and supported by historical investments by the State of NY. Approximately \$180 million was injected into Plattsburgh in support of the Plattsburgh International Airport and Norsk Titanium, located at the Former County Airport. In response to the rapid pace of development and investments by NY State, in 2019 the Town of Plattsburgh developed Elevate Plattsburgh- a Smart Growth Plan for Town Center. This plan directs the next 25 years of progress in Plattsburgh's commercial center toward high value return projects with a mixed use component, increased density and focus on efficient use of public services. The goal is to achieve a much more "livable" Town center with access to multiple modes of transportation, a range of housing options, and a more diverse mix of commercial uses with an emphasis on building design and compatibility with the public realm. The Town is now in the process of incorporating the recommendations of the Smart Growth Plan into the Town Zoning Ordinance. This process should be complete by May 2021.

The Town is now focusing attention on another opportunity to plan ahead for future growth and development. The Former Clinton County Airport, approximately 500 acres of primarily open space, represents a rare and incredible opportunity for the region. Already the new home of Norsk Titanium, Monahan Medical, and The Development Corporation, this property still remains largely unused. Though the possibilities are myriad, the plans for the site are limited. Learning from the Town Center Smart Growth Plan, we know this property needs a vision, and a set of land use tools to achieve it. Without a strong zoning, infrastructure, development, and preservation plan for the property, piecemeal development may occur resulting in a less cohesive, less desirable and ultimately less valuable part of Town. In an effort to avoid this, and to employ the principles of smart growth to the former Airport, the Town partnered with the Clinton County Board of Realtors (CCBR) and applied for funds from the National Association of REALTORS (NAR) smart growth grants. Our Partnership was awarded \$5000. The CCBR added to the partnership with an additional \$2500. The Town Planning & Community Development Department has budgeted \$10,000 for this effort.

We feel that the strength of this planning effort rests in the innovative partnerships that have been forged. The Planning Committee consists of members from the Clinton County IDA, The Development Corporation, CCRB, Town staff, Planning Board Members and the community at large. These unique voices and perspectives will lead to a robust plan. However, our current budget of \$17,500 is admittedly restrictive.

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On behalf of the Town of Plattsburgh, I am writing to ask the CCCRC to partner with us and invest \$7,500 in this endeavor. A plan that will inform meaningful zoning produces meaningful outcomes. As we have seen elsewhere in the Town, a clear plan and the subsequent crafting of clear zoning, provides clarity of vision for the community and predictable pathway to construction for developers. This partnership presents an opportunity for us, both public & private, to work together to provide confidence to potential projects considering investment at the site, which will improve our opportunities for site selections. Your partnership of \$7500, will enable the plan to include detailed visual content (street profiles, proposed design guidelines, dimensional lot layouts) that will be out of reach under our current budget. A \$25,000 budget will give us far more leverage and result in a more complete & effective plan. Thank you for your commitment to development in Clinton County & the Town of Plattsburgh and thank you for your consideration of this partnership. If you have any questions regarding this opportunity or future partnerships, please do not hesitate to contact me.

Sincerely Yours,



Trevor Cole, AICP  
Senior Planner

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**Public Comment**

There was no public comment.

**Treasurer's Report**

K. Defayette reviewed the Treasurer's Report. There were no questions or concerns.

On a motion by J. VanNatten, and seconded by D. Hoover, it was unanimously RESOLVED to approve the Treasurer's Report as presented by K. Defayette.

**Old Business**

**Green National, LLC – Revised Letter to REDC**

R. McFarlin advised that Green National, LLC has requested an additional \$1 million be added to their Bond Volume Cap. The CCCRC has submitted that request to the Regional Economic Development Council and have not yet heard back. R. McFarlin advised that she is under the impression that it could take several weeks to receive any feedback and she will keep the Board updated.

**The Strand Center for the Arts**

M. Zurlo reported that the first loan payment from the Strand Center for the Arts, according to their repayment plan, is due in August 2021 and they are on-track to make this payment, as well as future payments per the repayment plan.

**New Business**

There was no new business.

There being no further business to discuss, on a motion by K. Defayette, and seconded by J. VanNatten, the meeting adjourned at 12:42 p.m.



Trent Trahan, Chairperson