

**Minutes of the  
County of Clinton  
Industrial Development Agency  
Monday, May 13, 2024**

The meeting was called to order by Trent Trahan, Chairperson, at 12:02 p.m. at the County of Clinton Industrial Development Agency (CCIDA) office located at 137 Margaret Street, Suite 208, Plattsburgh, New York.

MEMBERS PRESENT: Trent Trahan, Chairperson  
David Hoover, Vice Chairperson  
Mark Leta, Assistant Secretary  
Joey Trombley, Member  
John VanNatten, Member

MEMBERS ABSENT: Michael Zurlo, Secretary  
Keith Defayette, Treasurer and Chief Financial Officer

STAFF PRESENT: Molly Ryan, Executive Director  
Toni Moffat, Executive Assistant  
Dorothy Brunell, Administrative Assistant  
Christopher Canada, Esq., Agency Counsel (via VideoConference)  
Shannon Wagner, Esq., Agency Counsel (via VideoConference)

ALSO PRESENT: Beth Gilles, Director – Lake Champlain/Lake George Regional Planning Board  
Victoria Duley, Executive Director, Adirondack Economic Development  
Russ Kinyon, Business Development Director, Adirondack Economic Development  
Marie Agan, Bull Run Energy, LLC (Invenergy, LLC)

T. Trahan stated there was a quorum present.

T. Trahan waived the reading of the notice of the meeting published in the Press Republican on December 13, 2023.

**Reading and Consideration of the Draft Minutes of the April 15, 2024 Meeting.**

T. Trahan asked if there were any questions regarding the draft minutes of the April 15, 2024 meeting. There were none.

On a motion by D. Hoover, and seconded by M. Leta, it was unanimously carried to approve the minutes of the April 15, 2024 meeting of the CCIDA.

**Presentation**

M. Ryan introduced Beth Gilles, the Director of the Lake Champlain/Lake George Regional Planning Board (LCLGRP). B. Gilles advised that in 2023, the LCLGRP completed a housing study which included the four counties of Hamilton, Clinton, Essex and Franklin. This study looked into the current housing crisis in the Adirondacks and North Country for middle income residents. B. Gilles stated that in talking with M. Ryan and several town supervisors, the LCLGRP is now taking the next step, which is to better understand the current housing market conditions within Clinton County, including any projected changes that will influence future housing needs within the county. The market study will identify where there is room for growth and where would be the best places to build new housing, as well as what types of housing are needed and at what price point. This study will also include completing a comprehensive inventory of vacant housing, as well as housing

that requires rehabilitation. B. Gilles advised that cost estimates were obtained from three different companies for completion of a Clinton County Housing Market Study. The three companies were Camoin Associates, LaBella Associates, and MRB Group. B. Gilles advised that, in her opinion, the work outlined and cost estimate received from Camoin Associates provides for the most comprehensive study.

In addition to conducting a county-wide market analysis broken down by town and conducting an inventory of vacant/rehab properties, Camoin's scope of work includes five site-specific market analyses selecting sites based on site constraints, infrastructure, zoning, etc. Camoin's estimate also includes a financial feasibility component for the five sites identified. The total cost for the Clinton County Market Study performed by Camoin Associates is \$70,000. Copies of all three companies' proposals have been provided to the CCIDA Board for their review.

B. Gilles advised that Camoin Associates has a subsection specifically for housing market studies and the LCLGRP has worked with them in the past and they have been happy with their work. B. Gilles advised that in her opinion, Camoin Associates seemed to best understand the scope of work being requested. B. Gilles advised that the LCLGRP has already spoken to town supervisors and determined where there is interest. The next step is to determine if pursuing housing in those areas is financially feasible.

M. Ryan advised that the Board will not be making a decision at today's meeting. It was her intention to provide the information received to date and allow the Board members time to review the material and ask B. Gilles any questions they may have. M. Ryan stated that a discussion will be held at the CCIDA Board Meeting on Monday, June 17<sup>th</sup> and any decisions will be made at that time.

J. VanNatten asked if this study will identify what kind of housing should be built. B. Gilles advised that it would, and that the study would identify the price point and type of housing that the market can absorb. J. VanNatten asked if the study will determine why no one is developing housing projects in the area now. B. Gilles advised that in many instances, the predevelopment costs associated with housing projects discourage private developers as these costs reduce profits. In the North Country, the profitability of housing projects is not a sure thing and this discourages many for-profit housing developers from pursuing housing projects in this area.

B. Gilles advised that this study will identify all types of housing for various percentages of the average median income (AMI); i.e., 80-100% AMI and below, or 100-120% AMI, etc. This study will not come back with a recommendation for all Section 8 housing. The housing recommendations will reflect the needs of all the workers in the area including store clerks, daycare providers, tourism workers, bus drivers, school aides, etc.

J. Trombley asked if this study would determine whether we need single-family homes, or if Section 8 housing is needed. M. Ryan advised the study will determine what housing is appropriate. The study will identify both where housing would best be located, as well as what costs would be associated with redeveloping those sites into housing. J. Trombley asked if private developers would gain any advantage by the completion of this study. B. Gilles advised that if grant funding can be obtained (either State or Federal) for predevelopment work, it would go a long way in getting a private developer interested in building the housing. M. Ryan advised this study will get the data required in order to pursue state and federal funding for predevelopment and site work, which will make it much more financially feasible for a housing developer to build the required housing to support a growing workforce. M. Ryan advised that companies like BETA and Schluter Systems cannot expand if they cannot find workers, and workers will not come to the area if there is not sufficient housing available; therefore, in her opinion, funding this housing market study makes good economic development sense.

### **Public Comment**

There was no public comment.

## **Reports**

### **Treasurer's Report:**

M. Leta reviewed the April 2024 Treasurer's Report.

On a motion by J. Trombley, and seconded by J. VanNatten, it was unanimously RESOLVED to approve the Treasurer's Report as presented by M. Leta.

### **Old Business**

There was no old business to report.

### **New Business**

#### **North Country Alliance (NCA) Local Development Corporation 2024 Membership Dues**

On a motion by J. VanNatten, and seconded by D. Hoover, it was unanimously carried to approve payment of invoice for 2024 NCA membership dues in the amount of \$500.

#### **Invoice from Martindale Keysor & Co., PLLC**

On a motion by J. VanNatten, and seconded by J. Trombley, it was unanimously carried to approve payment of an invoice from Martindale Keysor & Co., PLLC in the amount of \$7,350 for 2023 Audit Services.

#### **Schluter Systems, L.P. Manufacturing Facility Project**

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

Resolution No. 05-24-01

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OF COUNTY OF CLINTON INDUSTRIAL DEVELOPMENT AGENCY TO HOLD A PUBLIC HEARING REGARDING A PROPOSED PROJECT TO BE UNDERTAKEN FOR THE BENEFIT OF SCHLUTER SYSTEMS L.P.

WHEREAS, County of Clinton Industrial Development Agency (the "Agency") is authorized and empowered by the provisions of Chapter 1030 of the 1969 Laws of New York, constituting Title 1 of Article 18-A of the General Municipal Law, Chapter 24 of the Consolidated Laws of New York, as amended (the "Enabling Act") and Chapter 225 of the 1971 Laws of New York, as amended, constituting Section 895-f of said General Municipal Law (said Chapter and the Enabling Act being hereinafter collectively referred to as the "Act") to promote, develop, encourage and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnishing of manufacturing, warehousing, research, commercial and industrial facilities, among others, for the purpose of promoting, attracting and developing economically sound commerce and industry to advance the job opportunities, health, general prosperity and economic welfare of the people of the State of New York, to improve their prosperity and standard of living, and to prevent unemployment and economic deterioration; and

WHEREAS, to accomplish its stated purposes, the Agency is authorized and empowered under the Act to acquire, construct, reconstruct and install one or more "projects" (as defined in the Act), or to cause said projects to be acquired, constructed, reconstructed and installed, and to convey said projects or to lease said projects with the obligation to purchase; and

WHEREAS, Schluter Systems L.P., a New York State limited partnership (the "Company"), submitted an application (the "Application") to the Agency, a copy of which Application is on file at the office of the Agency, requesting that the Agency consider undertaking a project (the "Project") for the benefit of the Company, said Project consisting of the following: (A) (1) the acquisition of a leasehold interest in an approximately 43.3 acre parcel of land located at 26 Irish Settlement Road (tax map no.: 232.-3-18) in the Town of Plattsburgh, Clinton County, New York (the "Land"), (2) the construction on the Land of an approximately 433,800 square foot manufacturing and warehousing facility (the "Facility") and (3) the acquisition and installation therein and thereon of related fixtures, machinery, equipment and other tangible personal property (collectively, the "Equipment") all of the foregoing to be owned and operated by the Company as a manufacturing and warehousing facility and other directly and indirectly related activities; (B) the granting of certain "financial assistance" (within the meaning of Section 854(14) of the Act) with respect to the foregoing, including potential exemptions from certain sales and use taxes, real property taxes, real estate transfer taxes and mortgage recording taxes (collectively, the "Financial Assistance"); and (C) the lease (with an obligation to purchase) or sale of the Project Facility to the Company or such other person as may be designated by the Company and agreed upon by the Agency; and

WHEREAS, pursuant to Section 859-a of the Act, prior to the Agency providing any "financial assistance" (as defined in the Act) of more than \$100,000 to any project, the Agency, among other things, must hold a public hearing pursuant to Section 859-a of the Act with respect to said project; and

WHEREAS, the Agency desires to provide for compliance with the provisions of Section 859-a of the Act with respect to the Project;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF COUNTY OF CLINTON INDUSTRIAL DEVELOPMENT AGENCY, AS FOLLOWS:

Section 1. The Agency hereby authorizes the Executive Director of the Agency, after consultation with the members of the Agency and Agency Counsel, (A) to establish the time, date and place for a public hearing of the Agency to hear all persons interested in the Project (the "Public Hearing"); (B) to cause the Public Hearing to be held in a city, town or village where the Project Facility is or is to be located, and to cause notice of such Public Hearing to be given to the public by publishing a notice or notices of such Public Hearing in a newspaper of general circulation available to the residents of the governmental units where the Project Facility is or is to be located, such notice or notices to comply with the requirements of Section 859-a of the Act; (C) to cause notice of the Public Hearing to be given to the chief executive officer of the county and of each city, town, village and school district in which the Project Facility is or is to be located to comply with the requirements of Section 859-a of the Act; (D) to conduct such Public Hearing; (E) to cause a report of the Public Hearing fairly summarizing the views presented at such Public Hearing (the "Report") to be prepared; (F) to cause a copy of the Report to be made available to the members of the Agency; and (G) to cause this resolution to be sent via certified mail, return receipt requested to the chief executive officer of the County and of each city, town, village and school district in which the Project Facility is to be located to comply with the requirements of Section 859-a of the Act.

Section 2. The Chairperson, Vice Chairperson and/or Executive Director of the Agency is hereby authorized and directed to distribute copies of this Resolution to the Company and to do such further things or perform such acts as may be necessary or convenient to implement the provisions of this Resolution.

Section 3. All action taken by the Executive Director of the Agency in connection with the Public Hearing with respect to the Project prior to the date of this Resolution is hereby ratified and confirmed.

Section 4. 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	Excused
Mark Leta	VOTING	Yes
Keith Defayette	VOTING	Excused
John VanNatten	VOTING	Yes
Joey Trombley	VOTING	Yes

The foregoing Resolution was thereupon declared duly adopted.

### **Adirondack Economic Development Corporation (AEDC) Small Business Sponsorship Program**

Victoria Duley, the Executive Director of the AEDC, and Russ Kinyon, the Business Development Director of the AEDC, joined the CCIDA meeting and provided an overview of the AEDC’s mission. V. Duley specifically described several small business sponsorship opportunities that are available through the AEDC that would allow them to partner with the CCIDA to foster the growth and success of small businesses within Clinton County. There are three levels of sponsorship: \$5,000 as a “Community Champion,” \$2,500 as a “Capacity Catalyst,” and \$1,000 as an “Entrepreneur Enhancer.” V. Duley described the benefits provided by the AEDC with each level of sponsorship. R. Kinyon explained that with a sponsorship from the CCIDA, the AEDC would be able to spend more time and focus within Clinton County working with small businesses. V. Duley advised that the AEDC provides three specific areas of service to small business entrepreneurs: 1) technical assistance, 2) small business loans, and 3) training courses. M. Ryan thanked V. Duley and R. Kinyon for joining the meeting and outlining the AEDC’s sponsorship opportunities to the CCIDA Board.

J. Trombley stated that in his opinion the services described by V. Duley sound very similar to the types of assistance already provided by the North Country Chamber of Commerce. J. Trombley also asked M. Ryan to confirm that the CCIDA is already able to refer small businesses to the AEDC for their support. M. Ryan confirmed that this is correct. J. Trombley questioned what, if any, benefit the CCIDA would receive by participating in the AEDC’s sponsorship program. M. Ryan advised that, in her opinion, the benefit would be that the sponsorship is a way for the CCIDA to participate in assisting small businesses within Clinton County, as well as some marketing. J. VanNatten indicated that he did not see where the AEDC’s sponsorship program provided anything specific to workforce development within Clinton County. M. Leta asked if the AEDC could provide specifics with regard to how many small businesses have participated in the entrepreneur programs and training. M. Ryan stated she would reconnect with V. Duley and ask if there are some measureables that can be attached to this program, as well as more specific information with respect to what benefits this program would provide to the CCIDA and Clinton County, other than advertising.

### **Clinton County Economic Development Committee Update**

M. Ryan advised that the land exchange at the Clinton County Business Innovation Gateway (C-BIG) industrial park between Champlain Valley Educational Services (CVES) and Clinton County is moving forward and is mutually beneficial. An agreement has also been reached to build a 900 foot road extending off the roundabout currently being built. This 900 foot road will lead to the CVES property and will also open-up several other parcels of land on the industrial park property. CVES is going to share in the costs associated with this road extension.

M. Ryan also advised that CVES is having conversations with the Institute for Advanced Manufacturing (IAM) located on the Clinton Community College campus to determine if CVES (BOCES) might be willing to take

charge of the IAM. Discussions are ongoing.

T. Trahan asked M. Ryan if there was any update regarding the Clinton Community College (CCC) property. M. Ryan advised that a feasibility study will be conducted on the property. Interviews with two consultants have been completed with one more scheduled. M. Ryan advised this is a very unique property and getting consultants interested in conducting the study has been challenging. M. Ryan advised that she expects to have more information available to present at the June 17<sup>th</sup> CCIDA meeting regarding what the feasibility study will look like to repurpose the CCC property. Discussions with the City of Plattsburgh, Billy Jones' office, and Clinton County have been held regarding the former daycare facility that was converted to the City Police Training Academy. M. Ryan advised that the County is not willing to ensure that the building will remain dedicated to a City Police Training Academy as it is likely any new developer of the property will have other uses for this building. M. Ryan advised that since the IAM facility was built using State funding for that specific purpose, it needs to remain an IAM facility.

### **Management Team Reports**

#### **Executive Director's Report**

M. Ryan provided a brief overview of her Executive Director's Report.

Schluter Systems, L.P. – M. Ryan advised that a discussion was held with C.J. Madonna, Esq., who is Schuller System's company counsel, advising that Clinton County is requesting the Company forgo the County portion of the Sales Tax Exemption. The Company would still receive the State portion of the Sales Tax Exemption. M. Ryan advised that it was made clear to the Company that this request is being made by a taxing jurisdiction, and it was not at the request of the CCIDA and would likely not have any bearing on the CCIDA's decision whether or not to benefit the Project. J. VanNatten inquired why the County was making this request and if this has been done for previous projects. M. Ryan stated the CCIDA is trying to be a better steward in determining the needs and wants of impacted taxing jurisdictions, and the County views this as a form of a Host Community Agreement (HCA) given this is a borderline Category 3 Project. C. Canada advised that HCAs are being developed with the Peru Central School District, as well as the Town of Plattsburgh. The HCA with the school district will consist of the same amount of money as would be received through a PILOT agreement; however, the HCA is more beneficial as it will not affect the school's tax cap once the PILOT expires.

Economic Development Week – M. Ryan advised that last week was Economic Development Week and throughout the week she had posted several of the CCIDA informational videos on social media in an effort to educate the public on who the CCIDA is and what the Agency does to promote development within Clinton County.

There being no further business to discuss, on a motion by D. Hoover, and seconded by J. VanNatten, the meeting adjourned at 12:55 p.m.



Trent Trahan, Chairperson