



Board of Directors Meeting

MINUTES OF THURSDAY, July 13, 2023

The Board of Directors of CAPE VINCENT LOCAL DEVELOPMENT CORPORATION met on Thursday, June 8, 2023, at 5:30 PM at Recreation Park, Cape Vincent, NY.

Attendance

A quorum was present. Board Members present in person:

Mary Farrell, Bill McDonough, Carol Thomas, Dan Wiley, Pam Youngs, Jeanie Fitzgerald, Joseph DeJoia.

Board Members absent: Mandy Mason

In accordance with the agenda, the following matters were considered by the Board.

Call to Order/Pledge of Allegiance/Roll Call

The meeting was called to order at 5:28 pm.

Approval of Minutes

Approval of minutes for June 8, 2023. Motion made by Carol Thomas. Seconded by Dan Wiley

Special Reports

Scott Burto provided a written report prior to the meeting, key updates included:

- NY Forward – There is another committee meeting this Thursday. Applications are due July 31st. During the application process I made a commitment to the businesses that I would arrange a meeting with the JCIDA for anyone that wanted to discuss loan programs. I have JCIDA ready to come up to meet but I am awaiting permission from the consultants. The mayor is going to get me permission on Thursday.
Permission granted, Scott will be meeting next week with businesses, at our office, estimate around 13 businesses.
I will not be attending the NY Forward meetings in the future unless the mayor requests me too again.
- Federal Highway Grant- With all the activity going on and the Village's concern with aging infrastructure under the existing highway the village and town decided to hold off on applying.
- Tibbetts Grant funds, on hold working with the State regarding fence design approval.



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121 S Market Street, Cape Vincent, NY 13618

- Meeting with Assemblyman and Senator – With the state legislature having a special session in June and then the July 4th holiday I was not able to coordinate dates that worked for everyone. I will work to get this accomplished before our next meeting.
- Consolidated Funding applications – All the state grant applications **are due July 28th**, and I am working on phase 2 East End park for the village and re submitting the town ice rink application. From now until the 28th things will be a little busy and I will try to respond to everyone as soon as I can.
- State reporting – all projects have quarterly reports due in July. I have already completed and submitted 3 of the 5 reports. I should have the last two done this week.

Committee Reports: Finance

Carol Thomas reviewed our finance standing. June bank statement and Financial Report is uploaded in the share files.

- Village Payment into Savings Account: \$ 40,000.00
- The Board approved having Carol transfer the funds to the Town for the \$11,800 grant writing services to Edgewater. Boater Infrastructure Grant. Please note CVLDC has not as of date obtained 501c-3 classification and this will require the Town to pay this fee for grant writing services.
- Finance Committee- will be meeting to work on the 2024 budget that will be prepared for presentation to the Village and Town, targeting a working session on Thursday 9-7-23.

Committee Reports – Governance

- Governance- Nothing to Report

Committee Reports – Club Street

Club Street- moving forward to acquire identified properties- under contract, seeking to complete by the end of July date for NY Forward application purposes.

Design Applications moving forward, Land from the road to water and The village's Street Scape objectives.



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Old Business

- Resolution 2023-07-01 (Bylaws 07132023) – Motion Pam, Second Scott, **Approved**
- Resolution 2023-07-02 (RFP Executive Director)-Motion Carol, Second Bill, **Approved**
- Resolution 2023-07-03 (Policies 07132023)- Motion Jeanie, Second Pam-**Approved**
- Focus group update (Jeanie Fitzgerald), seeking contact information-targeting 8-14-23 to conduct focus group session- with Scott Burto assistance.
- Update on NY Forward survey-will obtain what information the State is willing to share. Mary to attend the next meeting- 7-24-23.
- Update on Town's Activities (Dan Wiley) see above Club Street/shoreline restoration.
- Update on Village's Activities (Pam Youngs)-East End Park, continues to progress, seeking boater infrastructure grant. See above notes from Scott on Federal Highway Grant. Also the village has come to an agreement to purchase the Ferry property and is being completed by the Attorneys.
- Update on website status (Joe DeJoia)
- Update on Child Care Project (Mandy Mason)-Nothing to Report.

Update/Discussion on next steps with FDRLO

New Business

- FDRLO (Advocate Drum) was discussed. Bill presented an in-depth assessment of living and event efforts. Based on his research the Living Effort would not be successful due to limited- to no availability of affordable housing in Cape Vincent. The opportunity to partner with Fort Drum would be to publish public events through the enhancement of our Web site and potentially partnering with the Chamber to link to their social media.
It was discussed that there is not a standard Community Calendar of all the local and regional events that occur in Cape Vincent. Also, Jeanie suggested we bring the concept of sponsoring Military Discounts to the focus group to assess their interest.
- Website, Joe reported that he has built a new project page as well as adding status bars for informational purposes. Public notices posted and a suggestion was made to add the link to NY Forward contact list.
- Certificate of Corporation discussion- Dan suggested we revisit our bi-laws and connect with MRB to assess if all documents match regarding content- this could be an issue in the future if all are not updated and matching.



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- Biking route, Federal Fund, was introduced and inquiries of status, it was agreed to gain further information on if this is something the board would want to sponsor.
- **Executive Session was requested, 6:59pm- Motion Dan, Seconded Pam.**

Adjournment

- The meeting ended at 7:05 PM.