

**Minutes of the
County of Clinton
Industrial Development Agency
April 13, 2026**

The meeting was called to order by Trent Trahan, Chairperson, at 12:18 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
Michael Zurlo, Secretary
Mark Leta, Assistant Secretary
Christine Peters, Esq., Assistant Treasurer
John VanNatten, Member

EXCUSED: Joey Trombley, Treasurer and Chief Financial Officer

STAFF PRESENT: Molly Ryan, Executive Director
Shannon Wagner, Esq., Agency Counsel (via teleconference)
Christopher Canada, Esq., Agency Counsel
Toni Moffat, Executive Assistant
Dorothy Brunell, Administrative Assistant
Shelise Marbut, Economic Development Coordinator

ALSO PRESENT: Billy Jones, Clinton Community College Institute of Advanced Manufacturing
Ellen Nesbitt, Administrative Assistant, Clinton Community College

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 11, 2025.

Approval of the Minutes of the March 30, 2026 Meeting

T. Trahan asked if there were any questions regarding the draft minutes of the March 30, 2026 meeting of the CCIDA. There were none.

On a motion by D. Hoover, and seconded by C. Peters, it was unanimously carried to approve the minutes of the March 30, 2026 meeting of the CCIDA.

Presentation: Billy Jones, Vice President of Strategic Initiatives and Workforce Development, Clinton Community College

M. Ryan advised that the Institute for Advanced Manufacturing (IAM) has submitted an application for the CCIDA's Workforce Development Program. M. Ryan introduced B. Jones from the IAM and asked him to provide details regarding the IAM's application. B. Jones thanked the CCIDA for their support and confidence in Clinton Community College and the IAM in particular. B. Jones advised that in the past, the IAM was severely underutilized and over the last several months he has reached out to businesses in the region to discuss what the IAM has to offer and explore ways companies can benefit from training at the IAM. B. Jones explained the various pathways to certifications, associate degrees, micro-credentials, as well as non-credit trainings. B. Jones outlined his efforts to work with area high schools and Champlain Valley Education Services (CVES) to provide students with the skills required for them to enter the workforce. Additionally, the IAM has partnered with local companies to develop pre-employment training. These customized trainings range from 40 hours to 120 hours of instruction with flexible timing for participants. B. Jones stated the IAM's

training programs are also designed to help workers who are looking to change careers or seeking advancement within their current company.

B. Jones provided a breakdown of the funding requested through the CCIDA's Workforce Development Program and where it will be utilized by the IAM in development of training programs. These programs include pre-employment training, computer aided design (CAD), computer numerical control (CNC) programming and operations, basic assembly skills, hydraulics/pneumatics, industrial maintenance, introduction and advanced programmable logic controller (PLC) operations, and information technology (IT). Components of the training costs include instructors, materials/supplies, facility operations, and project management. The total funding requested by the IAM is \$120,311. Facility operations and project management comprise approximately \$61,000 of the total requested.

M. Zurlo asked if training courses were designed based on a specific company's needs or general skills. B. Jones advised a specific company's needs are taken into account as well as overall general skills. B. Jones stated that an IAM Business Advisory Committee has been established which includes members from area businesses as well as other stakeholders such as TDC and North Country Chamber of Commerce. Input from the Business Advisory Committee will assist in the development of training courses designed to best address the training needs of area businesses. B. Jones gave an example of a local company that has 18 employees that they would like to have trained in industrial maintenance; however, they can only afford to send 3 employees for training at a time. The IAM cannot afford to conduct a training class for only 3 people, but if the 3 employees from that company are combined with employees also needing training in industrial maintenance from other companies, a fully populated training class can be realized. B. Jones stated that the number one question asked by companies about this area is whether or not there is a trained workforce available. B. Jones stated the requested funding will help the IAM fill this training need.

M. Ryan thanked B. Jones for his presentation and advised that an Approving Resolution for the IAM's funding request will be presented to the Board for approval at the May 11, 2026 meeting of the CCIDA.

Reports

Treasurer's Report

C. Peters reviewed the March 2026 Treasurer's Report with the Board. There were no questions or concerns.

On a motion by M. Leta, and seconded by J. VanNatten, it was unanimously RESOLVED to approve the March 2026 Treasurer's Report as presented by C. Peters.

Old Business

There was no old business.

New Business

North Country Alliance Annual Membership Dues

On a motion by J. VanNatten, and seconded by M. Leta, it was unanimously carried to approve payment of the 2026 membership dues to the North Country Alliance in the amount of \$500.

Adirondack Economic Development Corporation's 50th Anniversary Celebration

M. Ryan asked the Board if they would like to be a sponsor of the Adirondack Economic Development Corporation's (AEDC) 50th Anniversary Celebration.

On a motion by J. VanNatten, and seconded by C. Peters, it was unanimously carried to sponsor the AEDC's 50th Anniversary Celebration at the Bronze Level at a cost of \$1,000.

Letter from New York State Laborers' Organizing Fund

The Board reviewed a letter received from John Hutchings, Director of the New York State Laborers' Organizing Fund, expressing concern over the lack of local labor commitments from developers and contractors in the community solar industry. The letter was a form letter and did not address any specific concerns regarding Projects benefited by the CCIDA. It was determined no action was required.

Strategic Investment Framework

M. Ryan advised that based on feedback received from the Board regarding the proposed CCIDA investment strategy, she developed a framework designed to provide a disciplined yet flexible system to plan, invest and evaluate the CCIDA's strategic activities to ensure resources are aligned with long-term economic development goals. The framework establishes "buckets" of money from which funds can be drawn. For example, Business Attraction and Site Selector Engagement has been identified as one category with a spending range of \$12,000 to \$20,000. The overall annual strategic investment budget is proposed to be \$95,000 to \$130,000.

On a motion by D. Hoover, and seconded by J. VanNatten, it was unanimously carried to approve the Strategic Investment Framework as presented. C. Canada advised that a formal resolution was not required.

Clinton County Update

C. Peters provided the following update:

- The Sand Hill Water District Project is anticipated to close the week of April 20, 2026.
- CPL Feasibility Study: A meeting was held with the Town of Plattsburgh to discuss concerns about wastewater and how it could factor into the redevelopment of the Bluff Point property. This was also discussed with the Economic Development Committee. It was determined that the best approach is to focus on the housing component of the redevelopment plan as the Town of Plattsburgh is confident the current wastewater system can handle that capacity, whereas anything larger could be a concern.

Management Team Report

M. Ryan briefly reviewed the Executive Director's Report.

M. Zurlo asked for an update on the status of the Connecticut Avenue Holdings Project. M. Ryan advised that the Project is currently in litigation with their tenant so they are unable to take any action towards eviction at this time. M. Zurlo stated the issue of the Project not complying with the requirements of their contract with CCIDA is, in his opinion, a concern considering the situation has been dragging on for several years. C. Canada advised that Hodgson Russ will contact the Project's counsel and request that they provide an update to the Board at the May 11, 2026 CCIDA meeting.

There being no further business to discuss, on a motion by D. Hoover, and seconded by J. VanNatten, the meeting was adjourned at 1:24 p.m.



Trent Trahan, Chairperson