



Lewis County Development Corporation  
**Community Economic Development Program Committee**  
Meeting Minutes  
Lewis County JCC Education Center | Lowville, NY  
April 17, 2025 | 2:00pm

Committee Members Present: Tom Kalamas, Rachel Garito, Jake Monnat and Shari Simmons

Staff Present: Jenna Lauraine, Kaylee Tabolt

Excused: Rich Andrews, Anna Platz, Tyler McDonald

I. Call to Order

- a. Jenna Lauraine called the meeting to order at 2:00pm.

II. Review of Vacant Property Revitalization Applications

- a. Jenna Lauraine provided an overview of the Vacant Property Revitalization Program. She stated the premise of the program, which is to match funds to property owners looking to revitalize vacant spaces into usable commercial spaces. We have \$350,000 allocated towards the program in 2025. We received 2 applications for various projects that demonstrate revitalization of their projects in Lewis County. The committee and reviewed and discussed all applications:

- i. **Rochester's Cornerstone Group, Ltd.** is requesting \$100,000 towards the revitalization of the currently vacant Glenfield Elementary School to create 63 affordable housing units. The committee discussed that this ask is part of a much larger \$27+ million project. Jenna Lauraine updated the Committee that Rochester's Cornerstone Group, Ltd. has received NYS Homes and Community Renewal funding since this project was reviewed last quarter. The Committee discussed whether the \$100,000 would truly be impactful for a project of this size. Tom Kalamas added that this \$100,000 could be the funding that gets this project to the finish line. The committee was split with 2 – No's and 4 – Yes's.

- ii. **Lewis County IDA** is requesting \$100,000 towards the revitalization of 7551 S. State Street 2<sup>nd</sup> and 3<sup>rd</sup> Floors. Staff recommended the committee table this application again as the project is still awaiting DRI announcement and seeking developers. The committee agreed.

- b. Jenna Lauraine provided an overview of the **Business Retention Fund**. The premise of the program, which is to match funds for existing businesses with costs associated with equipment, facility or workforce



Lewis County Development Corporation  
**Community Economic Development Program Committee**  
Meeting Minutes  
Lewis County JCC Education Center | Lowville, NY  
April 17, 2025 | 2:00pm

related projects as a result of a natural disaster, act of God, or mandate. We have \$200,000 allocated towards the program in 2025; \$100,000 allocated from VPR funds and \$100,000 allocated from Community Economic Development Fund reserves from the initial Number Three Wind payment by the LCDC Board. The Committee reviewed and discussed the submitted applications:

- i. **QubicaAMF** is requesting \$50,000 towards expense to comply with 2021 DEC updates to the National Ambient Air Quality Standards for Particulate Emissions. The project includes new equipment (Dry ESP unit) and installation of a concrete pad and electrical to operate the equipment. The Committee reviewed and discussed the application by QubicaAMF. Jake Monnat noted that the Committee should invest in local manufacturers to keep them in our community.
- ii. After a lengthy discussion, the committee all came to a consensus on a funding recommendation:
  1. **QubicaAMF: \$50,000**
- c. Jenna Lauraine provided an overview of the **Building Business Fund**. She stated the premise of the program, which is to matching funds to businesses looking to scale-up their business operations through various “tools”. We have \$100,000 allocated towards the program in 2025. We received 6 applications for various projects that demonstrate expanding or diversifying their business. The committee and reviewed and discussed all applications:
  - i. **Riverside Equipment Rentals LLC** is requesting \$25,000 towards additional rental equipment to service needs for natural disasters, hard winters, or any other unforeseen circumstances in the community. The Committee discussed Riverside Equipment Rentals’ application and did not believe expansion or diversification was evident, making the project ineligible. Staff also noted that there was not evidence of matching funds for the project which was requested in the application.
  - ii. **Kelly Enterprises LLC** is requesting \$40,000 towards the purchase of a wood shavings processor to expand their business model from



Lewis County Development Corporation  
**Community Economic Development Program Committee**  
Meeting Minutes  
Lewis County JCC Education Center | Lowville, NY  
April 17, 2025 | 2:00pm

trucking of goods to include manufacturing. The Committee discussed Kelly Enterprises' application and the demand in the community for the diversification of this project. The Committee discussed that the idea needs more development from the financial perspective with projections and more in-depth expenses. Tom Kalamas added that drawing out the flow and process with financials at each phase of the project would be beneficial. The Committee likes the project and the potential impact and encourages the applicant to reapply with additional information. Jenna did add that the applicant is working with the Small Business Development Center and the applicant may have rushed to get the application in by the March deadline.

- iii. **Energen Renewables** is requesting \$21,915.84 towards the purchase of fabrication and machining equipment to enhance manufacturing capabilities and support their hydropower operation in Harrisville and beyond. The Committee discussed Energen Renewables' application and that it felt as though their application was written by AI and very broad, lacking the detail needed. Tom Kalamas added that this project should look into partnerships in the community where there are underused machine facilities. Shari Simmons added that this benefit needs to be in our community, not just in their facilities across New York State.
- iv. **4 Corners Automotive LLC** is requesting \$50,000 toward the purchase of updated automotive repair equipment to meet the needs of new and existing clients. The Committee discussed 4 Corners Automotive LLC's application and that they are not truly expanding or diversifying, this equipment is updating existing equipment. The Committee also discussed if this business has a succession plan, and if this business will be operating for the lifespan of this project. Shari Simmons added that perhaps partially funding this project to show support of the business putting effort into this application and supporting their work would be a show of good faith. The Committee invites this candidate to reapply and



Lewis County Development Corporation  
**Community Economic Development Program Committee**  
Meeting Minutes  
Lewis County JCC Education Center | Lowville, NY  
April 17, 2025 | 2:00pm

identify the critical needs of their business for expansion and diversification for funding.

- v. **Cedar Creek Campground** is requesting \$50,000 towards 3 phase electrical updates in order to improve the infrastructure for the existing site and allow them to add up to 35 new sites. The Committee discussed Cedar Creek Campground's application. The Committee recognizes the impact of the larger \$100,000+ project. Shari Simmons questioned if the applicant would seek funding for something other than this project, as it seems that it is funded and has already started. Jake Monnat noted that using 50% of the fund's annual allocation on a project that has secured funding does not seem like the best use of funds. Tom Kalamas suggests providing \$10,000 in partial funding to support the project. The Committee reviewed job creation and tax impacts through sales tax and bed tax. The Committee invites this candidate to reapply and identify the critical needs of their business for expansion and diversification for funding.
  - vi. **Quantify Consulting** is requesting \$10,000 towards furniture to establish a professional co-working space in Lowville. The Committee discussed Quantify Consulting's application. The Committee deemed this project ineligible as the coworking space opened in April 2025 and projects that have been started or completed are ineligible for Building Business funding. Tom Kalamas would like this project to be funded as the business leader is the ideal story of a person coming back to Lewis County and growing the community. The Committee encourages the applicant to reapply for an eligible project.
  - vii. After a lengthy discussion, the committee all came to a consensus not to recommend any projects for quarter 1 funding to the LCDC board.
- d. Jenna Lauraine provided an overview of the **Community Connections Fund**. She stated the premise of the program, which is to provide funding to **Non-profit Organizations, Municipalities, or Schools** in Lewis County, NY that demonstrate a **need for building organizational capacity or executing**



Lewis County Development Corporation  
**Community Economic Development Program Committee**  
Meeting Minutes  
Lewis County JCC Education Center | Lowville, NY  
April 17, 2025 | 2:00pm

plans to provide a clear community benefit and have the potential to increase community impact. We have \$30,000 allocated towards the program in 2025. The committee and reviewed and discussed all applications:

- i. **ReNew Bremen, Inc.** is requesting \$15,000 towards improvements to the New Bremen baseball field and park. Staff added that this project is not capacity building or execution of an existing plan as written in the program guidelines. The Committee discussed ReNew Bremen, Inc.'s application and likes this project and sees the community impact.
- ii. **Snow Belt Housing Company, Inc.** is requesting \$14,919.00 towards their capacity building initiative to upgrade IT infrastructure, rebrand the organization, and developing a strategic plan to ensure long-term sustainability and growth. The Committee discussed Snow Belt Housing Company, Inc.'s application. The Committee has concerns with the external strategic planning consultant, the current Executive Director, Grunert Consulting. The Committee recommends that this project reapplies with an external consultant to meet the program criteria.
- iii. **Three G Volunteer Fire Company** is requesting \$15,000 towards flooring upgrades to renovate the Community Room used for several community events. Staff added that this project is not capacity building or execution of an existing plan as written in the program guidelines. The Committee discussed Three G Volunteer Fire Company's application. Jake Monnat noted that this project is not a capacity-building initiative as there is no plan being executed. The committee does see this project as a benefit to the community.
- iv. The Committee recommends partially funding two projects:
  1. **ReNew Bremen, Inc.: \$5,000**
  2. **Three G Volunteer Fire Company: \$5,000**
- e. Jenna Lauraine provided an overview of the **Small Things Big Impacts Fund**. Jenna reminded the committee of updates to the 2025 program to include, small scale projects that increase capacity or enhance visibility. Also, new this year is an additional \$20,000 allocated towards Events and



Lewis County Development Corporation  
**Community Economic Development Program Committee**  
Meeting Minutes  
Lewis County JCC Education Center | Lowville, NY  
April 17, 2025 | 2:00pm

Festivals Visibility. A total of \$40,000 is allocated towards the program in 2025. The committee reviewed and discussed all applications:

- i. **The Bloom Bar and Gift Shop:** A new floral shop purchasing exterior signage, printer and ink, and displays for trade show displays. The Committee does not see the printer and paper as a fit for the program; however, believes the signage and displays align.
- ii. **Lowville Appliance & Air Conditioning:** Recently transitioned from Brown's Appliances, the new business is purchasing 3 exterior signs to support the new business and rebrand.
- iii. **Beaver River Central School:** The school in partnership with the Croghan Food Pantry and the Development of the North Country is applying for assistance to launch their BRCS recycles program incorporating recycling collection bins and saving unused food to donate to the food pantry. The committee discussed partially funding this to help make the program happen.
- iv. **Pine Grove Community Church Preservation Society, Inc.:** A historic building in Lewis County that hosts a variety of events is purchasing new exterior signage.
- v. **Iris Co Goods/Azahar Roast House:** A local coffee roaster is applying for an espresso machine, grinder and promotional materials to tool their mobile coffee cart. Jenna noted that Iris Co Goods received STBI funding (\$664) in 2023 to support their increased visibility; however, with the change of focus of the program the funding could assist with their capacity building if the committee supported the equipment purchases.
- vi. **Lewis County Homeschool Connection:** A non-profit offering homeschool co-op services to the community and expanding their reach to be a hybrid program for homeschool families. They are applying to create a website that promotes their programs.
- vii. **Great Lot Sportsman's Club Corp:** A non-profit club that hosts various events and outdoor recreation programs is applying for 2 new exterior entrance signs.
- viii. **Tug Hill Artisan Roasters:** Currently in the process of finalizing the renovation of the "Old Jail" in Lowville, Tug Hill Artisan Roasters is



Lewis County Development Corporation  
**Community Economic Development Program Committee**  
Meeting Minutes  
Lewis County JCC Education Center | Lowville, NY  
April 17, 2025 | 2:00pm

opening a new café in the front of the building and is requesting assistance with equipment purchases (Espresso machine and grinder). The committee discussed this project as part of the much larger project and questioned if Community Economic Development Funds have been used to assist this project in any way – they have not.

- ix. **Dani's Daffodils:** A U-pick flower farm is requesting professional development funds to take a class on Winter Tulip Growing.
- x. **All Things Beautiful Bed & Breakfast:** A bed and breakfast requesting funding to assist with logo design to promote the business. Jenna noted that their application did not meet the minimum funding request of \$500. The Committee does not recommend funding this project, but encourages the applicant to reapply with a developed application.
- xi. **PhoebeNix Pet Salon:** A dog groomer is requesting funding to assist with purchasing an electric table and larger tub to service larger dogs in the future.
- xii. Staff recommended that the committee consider capping signage projects at \$1,000 in alignment with previous Small Things Big Impacts funded projects. After discussion, the committee recommends the following to the LCDC Board for funding:
  - 1. **The Bloom Bar Floral and Gift Shop - \$1,000**
  - 2. **Lowville Appliance and Air Conditioning, LLC - \$1,000**
  - 3. **Beaver River Central School - \$1,500**
  - 4. **Pine Grove Community Church Preservation Society, Inc. - \$1,000**
  - 5. **Iris Co Goods / Azahar Roast House - \$1,000**
  - 6. **Lewis County Homeschool Connection - \$1,000**
  - 7. **Great Lot Sportsman's Club Corp - \$1,000**
  - 8. **Tug Hill Artisan Roasters LLC - \$1,000**
  - 9. **Dani's Daffodils - \$600**
  - 10. **PhoebeNix Pet Salon LLC - \$1,000**

III. Adjournment

- a. Adjourned at 3:59pm