

Ovid Local Development Corporation Meeting Minutes (Approved 11/19/2025)

Date: November 5, 2025

Location: Ovid Fire Department (OFD)

Time: 5:30 – 7:00pm

Chairperson: John Keeler

1. Call to Order

Meeting called to order at 7:00 PM. Roll call taken, quorum established.

2. Roll Call

Present:

- John Keeler
- Jodie Vanselow
- Ellen Smith
- Bruce Murray
- Gary Xavier
- Joe Borst

Guests:

- Ave Bauder (Seneca LDC)

3. Board Mtg Minutes (1st Bruce Murray / 2nd Gary Xavier) Unanimous

- September 24, 2025 &
- October 15, 2025

4. Adoption of Bylaws (1st Bruce Murray / 2nd Ellen Smith) Unanimous

Discussion of bylaws with corrections made by David Hughes regarding financial issues.

5. Ave Bauder will address the board in regard to the activities of the Seneca County LDC

Board Composition:

- Heather Robson (Chair) - Assessor for Town of Manchester
- Dan Lagasse - Lives in Lyons, business experience
- Craig Von Haman (Treasurer) - From LMB
- John Bells - Retired from ITT Goulds, former facility manager
- Dave Bogger (Vice Chair)
- Laura Ortiz (Secretary) - Provost for FLCC
- Russell Goodman - North Seneca Ambulance

Current Projects:

Economic Development Plan RFP:

- Redesigning county economic development plan (last done in 2019)
- RFP emphasizes three-legged stool approach: manufacturing, agriculture, and tourism
- Received 19 responses (expected only 8)
- Budget approximately \$50,000 from county COVID recovery funds
- Committee meeting next day to review responses
- One particularly strong candidate with CEO having 10 years' landfill experience

Supervisor Interviews:

- Interviewing all town supervisors to understand their priorities
- Gathering input for economic development direction

Ovid/Willard Planning Grant:

- Grant application submitted in March/April
- \$180,000 total (\$50K county match, \$130K state)
- Purpose: RFP for city block designs and financial modeling
- Status: Approved but awaiting award (per Joe Henry)
- Would show tax implications for county, schools, village, and town

North-South County Relations:

Ave noted significant improvement in North-South county relations. Board of Supervisors is now supportive of South End development. Recent investments in Ovid include:

- Three Bears renovation (~\$1 million over 3 years)
- Elevator installation
- ADA bathroom
- Cupola restoration

Water Infrastructure:

- Village doing Main Street water line
- County paying difference to install 12-inch line instead of 8-inch (\$100,000+)
- Will extend water to county line
- New Water Sewer Authority formed.
- Authority will identify best expansion opportunities
- Addressing 37 million gallon annual leak at Army Depot

6. Committee Reports (committees were to discuss their charters and present for adoption)

- Governance – Gary Xavier handed out the proposed Charter.
- Audit – Larry Nikula emailed the Charter earlier.
- Finance – Nothing yet.

Board should look over everything received and be prepared to vote at the November 19 meeting.

7. Facebook – or – No Facebook (and then some...) (1st Ellen Smith / 2nd Gary Xavier) Unanimous

No standalone Facebook page for the OLDC.

Reasoning:

- Limited personnel to maintain it
- Concerns about social media degrading public discourse
- Want people to engage in person rather than online
- Legal complications with public forum requirements and record-keeping

Alternative Communication Strategy:

- Use Town of Ovid Facebook portal for announcements
- Joe Borst will share LDC posts on personal page
- Eric to create LDC page on town website
- Jodie & Ellen to work with Eric.
- Model after Seneca County LDC website design
- Press releases to local media

Approved to proceed with website through town portal and no separate Facebook page.

8. **Meeting Location Change** (1st Elen Smith / 2nd John Keeler) Unanimous

Move future meetings to Three Bears Courthouse starting with next meeting. Lynn Doyle was contacted prior and had approved the idea. Jodie will reach out and ensure all future meeting dates are scheduled.

9. **Public Meeting Notices**

Requirements discussed:

- Two physical flyers (library and town offices)
- Notice in Ovid Gazette (paid subscription paper - legal requirement)
- Shopper (free but good coverage)
- Consideration of press releases to local media

Funding concern: Cannot spend money until January (would trigger audit).

Plan to:

- Request free publicity from newspapers
- Use press releases instead of paid ads – Ellen Smith & Jodie Vanselow to work on this.
- Contact David (reporter) and Finger Lakes Times
- Meetings already scheduled (1st and 3rd Wednesdays) so may not need to advertise each one

Meeting Schedule:

- Regular meetings: 1st and 3rd Wednesdays
- Location: Three Bears Courthouse (starting next meeting)
- Time: 5:30 PM

Jodie Vanselow to summarize the meeting dates for the rest of 2025 and 2026 and schedule with Three Bears Courthouse.

10. **Mission Statement:** (1st Bruce Murray / 2nd Jodie Vanselow) Unanimous

John's original statement approved (minus parenthetical about fire block focus).

Vision statement: Joe's version praised: "Make Ovid a place people want to live in"

11. **Video/Remote Meeting Policy:**

Deferred to next meeting - needs more research

Key points discussed:

- Required for David Hughes who's not local
- Must have quorum in person
- Remote participants can vote
- Legal requirements murky and evolving
- Originally required open meeting location where remote person was located
- Now scaled back - no longer need to advertise remote location
- Policy should specify "extraordinary circumstances only"
- Ave Bauder will share Seneca County LDC policy as template

Previous requirements understood:

- Post meeting 72 hours in advance
- Provide instructions for public video access
- If board member videos in, must allow public to video in
- Quorum must be physically present (4 members)

Concerns:

- One board member voted against remote policy - felt should always be in person
- Media can use remote feed for coverage (positive for publicity)
- Need to remember "you're on TV"

12. Public Presentation/Community Introduction:

Discussion: When to formally introduce OLDC to community

Timing considerations:

- Not yet ready - next meeting will be first properly posted as public
- Suggestion to wait until January for formal community presentation
- Want "ducks in a row" before major public outreach
- Don't want to look unprepared

Access to meetings:

- Future meetings will be posted as public
- Initially expect few attendees until formal announcement
- Website will be ready for public access

13. Insurance:

David Hughes checking with NIMAR (town's insurance provider)

- LDC cannot be on town insurance (separate entity)
- NIMAR may offer coverage for LDCs
- Awaiting response from insurance agent
- Should compare quotes from multiple providers

What does Seneca County LDC use? Ave Bauder to check their policy.

14. Budget/Funding: Update from Town of Ovid

Town of Ovid Commitment (Joe Borst): \$10,000 allocated in next year's budget for OLDC

- Will help with audit, advertising, insurance, and other startup costs
- Annual allocation planned until LDC is self-sustaining
- Board working to stay under tax cap

Billing procedure:

- Must invoice town properly
- Cannot specify "Main Street" due to inside/outside village budget split
- Should say "economic development services for Town of Ovid"

Budget timeline: If no money is spent this year, no audit required, giving extra funds for startup

Estimated annual costs once operational:

- Audit: \$5,000-7,000
- Insurance: TBD
- Other operational costs

15. Bank Account:

Status: Ready to open account at Lyons Bank

- Have all required documents: Articles of Organization, Officers list, Bylaws, EIN
- Craig Von Haman and Bruce Murray will open account
- **Wait until January to avoid triggering audit requirement**
- Need account ready to deposit town's \$10,000 check in January
- Cannot make any deposits before then

16. Ad Hoc Property Acquisition Committee: (1st Ellen Smith / 2nd Jodie Vanselow) Unanimous

Members identified:

- Bruce Murray (willing to chair)
- Gary Xavier
- Mike Nozolio (expressed interest)
- Dave Eastman
- Consideration of Ave Bauder as ex officio member

17. Ex Officio Member Discussion: (1st Bruce Murray / 2nd John Keeler) Unanimous

Consideration of Ave Bauder as a potential ex officio member:

- Bylaws accommodate three ex officio members
- Currently have Joe Borst and Eric Holmberg
- Dave's connection to:
 - South end of county
 - Seneca County LDC
 - Board of Supervisors
 - County government overall
- Would facilitate coordination between two LDCs

Ex officio protocol noted:

- Technically should only speak when on agenda or asked specific questions
- Meeting has been informal but should be mindful of proper procedure
- Would expedite communication and reporting between LDCs

18. Board Terms:

Bylaws specify some board members serve one-year terms, others three-year terms, but assignments not yet made.

- Members can be reappointed after initial term expires
- Maximum number of terms specified but number not recalled in discussion

Jodie Vanselow will review bylaws and draft a proposal for term limits, to be discussed at the Nov 19 meeting.

19. Other Business:

Community Development News:

Eagle Hotel (Lodi):

- Well drilling starting this week
- Jim Nealty owns property
- Will be looking to lease (winter or spring)
- Bruce Murray has contact with experienced chef interested in the space
 - Chef worked in Finger Lakes and New York City
 - Recently relocated from NYC
 - Lives in Hector with wife
 - Could make Eagle "really good spot"

Dundee Fresh (Nonprofit Grocery Store):

- Located in Yates County
- Nonprofit grocery store
- Greater Rochester Health Foundation provided ~\$500,000 funding
- Dundee without grocery for 5 years before opening
- Using existing building (old Save-A-Lot)
- Functions like co-op with volunteer support

Comparison Concerns for Ovid:

- Dundee village: 1,500 people
- Ovid village: 600 people
- Combined with Interlaken and Lodi: approaches 1,500
- Ovid lacks available building space
- Needs paid staff, can't rely solely on volunteers
- Board members interested in field trip to learn more

Flag at Three Bears:

- Large flag displayed last summer
- Currently small flag
- May have been damaged by wind
- Joe Borst to check with Bob Stuck (facilities director)
- Large flag noted to slow traffic, catch attention

20. Executive Session: (1st Bruce Murray / 2nd Jodie Vanselow) Unanimous

Discuss various acquisition strategies and options.

21. Motion to Come out of Executive Session & Adjourn Meeting (1st Bruce Murray / 2nd Gary Xavier)
Unanimous

Next Meeting:

Date: November 19, 2025

Location: Three Bears Courthouse – Papa Bear

Time: 5:30 – 7:00 PM

Status: Will be properly posted as public meeting (hopefully)