CLARKSON UNIVERSITY
NEW HIRE RELOCATION GUIDE
WELCOME TO
CLARKSON UNIVERSITY!

This guide has been assembled to help new employees with relocation to the Potsdam area. If you have any questions that are not addressed in this guide or if your relocation is international, please contact the Office of Human Resources at 315-268-6497 for additional information.

The information in this guide does not imply or provide an endorsement from Clarkson University.
LOOKING TO PURCHASE A HOUSE?

The St. Lawrence County Board of Realtors has combined the area real estate offerings in one centralized location. Visit slcmls.com to locate a house and/or a realtor.

Tips:

1. To assist you in your search, the towns located closest to campus are listed below:
   - Canton
   - Colton
   - Norwood
   - Parishville
   - Pierrepont
   - Potsdam
   - West Stockholm

2. Often homeowners who are waiting to sell their homes will rent their property in the interim. These properties are most easily identified by contacting a local real estate agent (slcmls.com).

3. Requirements for real estate transactions vary from state to state; please work closely with a real estate professional while buying a home.

LOOKING TO RENT A HOUSE OR AN APARTMENT?

To view an up-to-date list of rental properties in the area, visit northcountrynow.com. From the homepage, click on Classifieds and follow the link to Apartments and Rentals.

Tips

1. Things to take with you when viewing a rental property:
   - Photo ID
   - Checkbook
   - Names, addresses and phone numbers of any previous landlords
   - Social Security number
   - Employment information
   - Personal references
   - List of questions for landlord
   - Camera

2. Questions to ask when viewing a rental property:
   - Are utilities included? If not, what is the average utility bill?
   - Cable or DISH TV/internet provider?
   - Laundry?
   - Storage?
   - Resident and/or guest parking?
   - How are repairs handled? Holiday/after-hours repairs?
   - Are there special move-in times or procedures?
   - What is the guest policy?
   - What is the penalty for an early termination of the lease?
   - Does the landlord allow subletting?
   - Does the lease go month-to-month at the end of the initial period?
   - Do you have a sample lease?
   - Is it possible to get receipts for any application fees and/or deposits?
   - Pet policy? Smoking policy? Alterations to the premises policy?

3. Items to note in your lease:
   - Time required for tenant and landlord to give notice about moving out
   - Policies for renting after the lease period
   - Responsibility for utilities
   - Conditions for apartment repair
   - Conditions if a roommate defaults on rent
   - Conditions if tenant refuses rent increase
   - Rules for subletting
   - Times and policies for returning the security deposit

4. Utilities:

For some rental properties, utilities are included, so you do not have to do anything to activate them. If utilities are not included, you are responsible for activating each one. To avoid delays and other inconveniences, contact the utility companies to set up accounts and activate services before moving into your apartment or house since activation may take several days.
CONTACT INFORMATION FOR UTILITIES

Cable and DISH Television

Cable is typically offered by one major provider, although competition is growing throughout the area – especially from companies that provide other services, such as internet, in addition to cable. DISH Network and Direct TV are alternatives to cable. For additional information, visit dishnetwork.com and directtv.com.

Local Cable Provider
Spectrum
855-243-8892
www.spectrum.com

Electricity

National Grid
1-800-642-4272
www.nationalgridus.com/NewYork
(serving the Potsdam and Norwood area; no local office)

Fuel Companies

Amerigas
6598 State Highway 56
Potsdam, NY 13676
1-866-788-1925
www.amerigas.com

Griffith Energy
7554 US Highway 11
Potsdam, NY 13676
315-265-3560
www.griffithenergy.com

Kuno Oil Co.
5830 County Rte. 27
Canton, NY 13617
315-386-1000

Merriman Inc
Potsdam-Norwood Rd
Norwood, NY 13668

Garbage Removal/Recycling Services

Casella Waste Systems
147 Market Street
Potsdam, NY 13676
315-268-6366
www.casella.com

Internet Service Providers

SLIC Network Solutions
315-274-9050
www.slic.com

Spectrum
855-243-8892
www.spectrum.com

Telephone Companies

Spectrum
855-243-8892
www.spectrum.com

Verizon
1-800-837-4966

SLIC Network Solutions
315-274-9050

AT&T
315-265-0351
www.wireless.att.com

National Grid
1-800-642-4272
www.nationalgridus.com/NewYork

St. Lawrence Gas (natural gas)
33 Stearns St.
Massena, NY 13662
315-322-5781

Suburban Propane
1-800-776-7263
www.suburbanpropane.com
EDUCATION

K-12 Public Schools

Canton Central School
www.ccsdk12.org/

Colton-Pierrepont School District
www.cpcs.k12.ny.us/

Norwood-Norfolk Central School
www.nncsk12.org/

Potsdam Central School
www.potsdam.k12.ny.us/

Private and Alternative Schools

Little River Community School
www.littleriverschool.org

St. Mary’s School
www.cantoncatholics.com

Area Universities

St. Lawrence University
www.stlaw.edu

SUNY Potsdam
www.potsdam.edu

SUNY Canton
www.canton.edu

Clarkson University
www.clarkson.edu

KINDER ACADEMY

Clarkson has entered into a relationship with Kinder Academy in order for University employees to access childcare at affordable rates. Clarkson has secured discounted rates to assist our families and will further supplement these rates based on an employee’s annual salary range.

Kinder Academy offers infant care and a full academic curriculum in a nurturing environment for all ages. Children will enjoy fun and festive daily activities in an academic learning facility that is fully-equipped for on-site and online learning. Breakfast, lunch and snacks are provided.

For more information, contact clarksonhr@clarkson.edu or call or email Kinder Academy directly at 315-274-9600, kinderacademychildcare@yahoo.com.

EMPLOYMENT FOR SPOUSES AND PARTNERS

The Associated Colleges of St. Lawrence Valley offers assistance to spouses and partners of newly appointed faculty and administrative staff who are seeking meaningful employment in the North Country. For more information, please visit www.associatedcolleges.org.
LOCAL COMMUNITY

TOWN, VILLAGE AND COUNTY OFFICES

Town of Potsdam
https://potsdamny.us/

Village of Potsdam
http://vi.potsdam.ny.us/content/

Potsdam Chamber of Commerce
https://www.potsdamchamber.com/

St. Lawrence County Government Offices
stlawco.org

New York State Department of Motor Vehicles
St. Lawrence County DMV
80 State Highway 310
Canton, NY 13617
315-386-1408
https://dmv.ny.gov/office/canton

St. Lawrence County Chamber of Commerce
https://www.visitstlc.com/

BANKS

Community Bank NA
70 Market Street
Potsdam, NY 13676
315-265-4200
www.communitybankna.com

Key Bank
17 Elm St.
Potsdam, NY 13676
315-265-2900
www.key.com

NBT Bank
6554 State Highway 56
Potsdam, NY 13676
315-265-9950
www.nbtbank.com

North Country Savings Bank
31 Main Street
Potsdam, NY 13676
315-265-2300
www.northcountrysavings.com

CREDIT UNIONS

Adirondack Regional Federal Credit Union
166 Market Street
Potsdam, NY 13676
315-268-1440
www.adkcreditunion.com

Seacomm Federal Credit Union
6 Sisson Street
Potsdam, NY 13676
1-800-764-0566
www.seacomm.org

LIBRARIES

Potsdam Public Library Civic Center
2 Park Street
Potsdam, NY 13676
315-265-7230
www.potsdamlibrary.org

Frederick W. Crumb Memorial Library
SUNY Potsdam
44 Pierrepont Ave.
Potsdam, NY 13676
315-267-2482

The Crane Music Library
SUNY Potsdam Crane Complex
Potsdam, NY 13676
315-277-3730

DRY CLEANERS

Potsdam Laundry and Dry Cleaners
7 Beal Street
Potsdam, NY 13676
315-265-3760

Tri-Town Cleaners
145 Market Street, Suite 5
Potsdam, NY 13676
315-265-3541

GROCERY STORES

ALDI
7495 US Hwy 11
Potsdam, NY 13676
LOCAL COMMUNITY

IGA
27 Elm Street
Potsdam, NY 13676
315-274-0355

Potsdam Food Co-op
24 Elm Street
315-265-4630
www.potsdamcoop.com

Price Chopper
201 Market Street
Potsdam, NY 13676
315-265-2165
www.pricechopper.com

Save-A-Lot
200 Market Street
Potsdam, NY 13676
315-265-3659

Walmart
7494 US Highway 11
Potsdam, NY 13676
315-268-6900
www.walmart.com

Purple Rice Asian Food Market
20 Elm Street
Potsdam, NY 13676
315-268-0923

315-265-6228
www.lds.org

Church of the Nazarene
11 State Highway 72
Potsdam, NY 13676 315-265-2198
www.potsdam-naz.org

Christian Fellowship Center
41 Main Street
Potsdam, NY 13676
315-262-0222
cfconline.org

Emmanuel Baptist Church
63 May Road
Potsdam, NY 13676
315-265-5340
www.ebcpotsdam.org/ebc-wp

First Church of Christ Science
28 Elm Street
Potsdam, NY 13676
315-265-6711

HOSPITALS

St. Lawrence Health System — Potsdam, Gouverneur, Massena
https://www.stlawrencehealthsystem.org/

PLACES OF WORSHIP

This is a partial listing of places of worship in Potsdam, as well as some congregations serving specific religions and denominations in nearby towns.

Beth-El Congregation
81 Market Street
Potsdam, NY 13676
315-265-7025
www.potsdamsynagogue.org

Church of Jesus Christ of LDS
21 Castle Drive
Potsdam, NY 13676
First Presbyterian Church
42 Elm Street
Potsdam, NY 13676
315-265-9434
www.potsdampresbyterian.org

Jehovah’s Witnesses
1087 State Highway 11B
Potsdam, NY 13676
315-265-5621

Lutheran Church – Holy Trinity
24 Leroy Street
Potsdam, NY 13676
315-268-5464

New Hope Community Church
33 Grant Street
Potsdam, NY 13676
315-265-7094
www.newhopepotsdam.org

Potsdam Masjid
110 Elm Street
Potsdam, NY 13676

St. Mary’s Catholic Church
17 Lawrence Ave.
Potsdam, NY 13676
315-265-9680

Trinity Episcopal Church
8 Maple Street
Potsdam, NY 13676
315-265-5754
www.trinitychurchpotsdam.org

United Methodist Church
26 Main Street
Potsdam, NY 13676
315-265-7474
www.unyumc.org/churches/detail/871

Unitarian Universalist Church of Canton
3 ½ Main Street
Canton, NY 13617
315-386-2498
www.uucantonny.org

PHARMACIES

Kinney Drugs
200 Market Street: 315-265-2770
48 Maple Street: 315-262-0529
www.kinneydrugs.com

Walgreens
173 Market Street
315-265-6192
www.walgreens.com

Walmart
US Highway 11
315-268-6917
www.walmart.com

MAILING & PACKAGING SERVICES

United States Postal Office
21 Elm Street
Potsdam, NY 13676
315-265-8500

The UPS Store
200 Market Street, Suite 5
Potsdam, NY 13676
315-265-4565
MUSEUMS

St. Lawrence Power & Equipment Museum
State Hwy 345
Madrid, NY 13660
315-322-8956
https://slpowermuseum.com/

Potsdam Public Museum
2 Park Street
Civic Center
Potsdam, NY 13676
315-265-6910
http://potsdampublicmuseum.org

North Country Children’s Museum
10 Raymond Street
Potsdam, NY 13676
315-274-9380
www.northcountrychildrensmuseum.org

Frederic Remington Art Museum
303 Washington Street
Ogdensburg, NY 13669
315-393-2425
www.fredericremington.org

ARTS & THEATERS

The College Theatre
Satterlee Hall
SUNY Potsdam
Ticket Office: 315-267-2796
School of Drama: 315-267-2545

The Crane Music Complex
SUNY Potsdam
Event and ticket information:
315-267-2CPS (2277)

The Richard F. Brush Art Gallery
St. Lawrence University
315-229-5174

Roland Gibson Gallery
Brainerd Hall
SUNY Potsdam
315-267-2481

St. Lawrence County Art Council
www.slcartscouncil.org/

LOCAL MEDIA

NEWSPAPERS

Daily Courier Observer
315-265-6000
www.mpcourier.com

North Country This Week
315-265-1000
www.northcountrynow.com

Watertown Daily Times
1-800-724-1012
www.watertowndailytimes.com

Note: The New York Times and The Wall Street Journal can be purchased at select area locations.
TRANSPORTATION

AIRPORTS

Syracuse Hancock International Airport
1000 Col. Eileen Collins Blvd
Syracuse, NY 13212
315-454-4330
www.syrairport.org
Approximate travel time from Potsdam: 2.5 hours

Adirondack Regional Airport
96 Airport Road
Saranac Lake, NY 12983
518-891-4600
Approximate travel time from Potsdam: 1.5 hours

Massena International Airport
90 Aviation Road
Massena, NY 13662
315-769-0719
www.flymassena.com
Approximate travel time from Potsdam: 45 minutes

Ogdensburg International Airport
Ogdensburg Rd
Ogdensburg, NY 13669
315-393-4721
www.ogdensport.com
Approximate travel time from Potsdam: 1 hour

Plattsburgh International Airport
42 Airport Lane
Plattsburgh, NY 12903
518-565-4795
www.flyplattsburgh.com
Approximate travel time from Potsdam: 2 hours

Watertown International Airport
NYS Route 12F
22529 Airport Drive
Dexter, NY 13634
315-639-3809
https://www.watertownairport.com
Approximate travel time from Potsdam: 1.5 hours

RENTAL CARS

Countrywide Rent-A-Car
7513 US Highway 11
Potsdam, NY 13676
315-265-1544
www.countrywiderentacar.com

Enterprise Rent-A-Car
6805 State Hwy 56
Potsdam, NY 13676
315-265-0700
1-888-305-8051
www.enterprise.com

TAXIS

North Star Taxi
315-262-6522

Taxi Zero
315-262-0444

Canton Taxi
315-528-0720

Madstop Taxi
315-268-8868
Main Campus Library
Andrew S. Schuler Educational Resources Center (ERC)
315-268-2292
askalibrarian@clarkson.edu

Health Sciences Library
Clarkson Hall (Downtown Campus)
315-268-4462
hsl@clarkson.edu
https://sites.clarkson.edu/library

ATM Locations
• Cheel Campus Center.
• Student Center, First Floor.

Campus Safety & Security
Andrew S. Schuler Educational Resources Center, Suite 1200
Monday-Friday, 8 a.m.-4 p.m.
315-268-6666
safetyandsecurity@clarkson.edu
Officers on duty 24 hours daily

Post Office/Mailroom
Student Center, Lower Level
315-268-6416
studentmail@clarkson.edu
Stamps, incoming and outgoing mail and packages (cash or check)

UPS, Fed Ex
Shipping & Receiving
Facilities & Services Building
42 Market Street
315-268-6543
Monday-Friday, 8 a.m.-3 p.m.; closed for lunch.
Credit card only

Andrew M. Schuler Indoor Recreation Center (IRC) and Alumni Gym
Swimming pool, Jacuzzi, 175-meter running track, four multipurpose courts (basketball, tennis, volleyball, badminton), four racquetball courts, Fitness Center exercise equipment and two saunas. clarksonathletics.com

The Clarkson Trail Network
Clarkson University maintains several miles of recreation trails on campus with the help of numerous groups. During the winter months, there are also several miles of groomed cross-country ski trails. The Clarkson Trail Network is open to the public. https://clarksonathletics.com/sports/2020/3/20/the-clarkson-trail-network.aspx
• Mountain bike trails.
• Clarkson Forest (The “Back 40”).
• Munter Trail.
• Seven Springs.