

**Planning and Economic Development Committee Meeting  
Chenango County Office Building – Committee Room  
Thursday, January 14, 2021 – 10:00 am**

**Present Were:** Chairman Michael Khoury, Supervisor James McNeil, Supervisor Peter Flanagan, Supervisor John C. Cammarata, Supervisor Thomas Grace, Supervisor Jeffrey B. Blanchard, Planning Director Shane Butler, Planner Colleen Bradley, Clerk of the Board RC Woodford and Chairman George Seneck

Mr. Khoury called the meeting to order at 10:00am.

**Shane Butler, Planning Director  
Colleen Bradley, Planner  
Airport:**

Mr. Butler explained that the previous snowblower used at the airport died during the last big snowstorm. He stated that Mr. Turner has received 3 quotes and they were all within one hundred dollars of each other. Mr. Butler and Mr. Turner would like to purchase the TORO Brand snowblower for \$1099 from Norwich Outdoor Power Equipment.

Motion to approve the purchase was made by Supervisor Flanagan and seconded by Supervisor Cammarata. Roll call approved.

Supervisor Blanchard asked how the purchase was being paid for. Mr. Butler stated that the funds would be coming from the operation and maintenance line.

**Workforce Development Contract:**

Mr. Butler spoke about the draft contract with Walking Ridge Development LLC. He stated that it is the same contract as prior years, just names and dates need to be updated. The amount has already been approved in the budget for line A6410.51.

Motion to approve contract with Walking Ridge Development LLC was made by Supervisor Flanagan and seconded by Supervisor McNeil. Roll approved.  
Resolution to Follow.

**Climate Smart Communities (CSC) Certification Program:**

Ms. Bradley explained about the Climate Smart Communities Certification Program that is statewide. It is based off a points system of action items that the county would need to complete. The points help better the score for state and grant funding. The first action item would be to create a Climate Smart Community task force. This task force would help reinstate the Chenango County Environmental Management Council. The Council would be comprised of county residents with a variety of backgrounds. The Council would complete projects and initiatives for the program.

Supervisor Cammarata questioned if this program is just for the county office building. Ms. Bradley stated that it is for all areas of the county.

Supervisor Khoury explained what they seemed to be doing is creating a pledge on energy policies that involve private and public sectors. It creates another level of management and oversight. Supervisor Khoury is wondering if we are duplicating efforts.

Mr. Butler stated that the last program/project the county did was the Clean Energies Communities Grant which gave the county \$150,000 to redo the boilers in the DSS wing. He did state that some of the initiatives in the Clean Energies Communities programs are the same as the Climate Smart Community. He went on to say that even though there are duplicate initiatives there are some in the new program that can help with other grants.

Mr. Woodford stated that there was a draft resolution that Mr. Butler had provided him and that the pledge essentially had ten elements and at the end of the resolution it lists what the elements are.

Supervisor Cammarata explained the changes that Smithville has done to help cut energy costs. He stated that the county office building has a lot of fluorescent lights and that changing to LED bulbs will help a lot.

Mr. Butler stated that the county office building has been done, his department has worked with Mr. Woodford's department to complete benchmarking on all the energy used in the county buildings.

Supervisor Flanagan questioned if they just want this signed as part of the process.

Mr. Butler replied that there are two required parts of the program; one is to sign the pledge and the other one is to name a coordinator. The rest of the program would be voluntary.

Supervisor Khoury expressed that he was worried that there might be too much oversight and was concerned about the state adding more regulations. He thought this should be set aside for further review.

Supervisor Flanagan believes that they have all the information that they need to say that they are on board. He would encourage it to help Mr. Butler receive more funding.

Motion to send to board made by Supervisor McNeil and seconded by Supervisor Grace.

Roll call approved.

Resolution to Follow.

### **Chenango County Environmental Management Council (EMC):**

Mr. Woodford explained that the chairman makes the appointment. He is working on finding the specs for the chairman so that it can be brought before the board.

### **2020 Annual Report:**

Mr. Butler sent the annual report via email for the committee to review.

Supervisor Flanagan would like to have a summary of the report. Mr. Butler stated that the report explained the projects that his department had worked on in 2020 such as clean energy, mitigation plan, census, and farmland protection.

Motion to approve 2020 Annual Report was made by Supervisor Flanagan and seconded by Supervisor McNeil. Roll call approved.

**Other:**

Mr. Butler stated that he and Mr. Turner have worked together to create a list of duties for the Airport positions, and he has emailed them to the committee members for their review.

Supervisor Flanagan was glad that Mr. Butler had brought that up. He would like to have that as an item on the agenda to restructure the administration of the airport.

Supervisor Khoury stated that it is a work in progress, and they are trying to streamline the management. He stated that for the most part everything will remain the same for the work that Mr. Turner does at the airport and that there will be tweaks for the administration.

Supervisor Cammarata asked where the airport stands on projects that needed to be taken care of last year.

Mr. Butler stated that the airport has an engineer (CNS Engineer) that they work with and this year they will be looking at the taxi way lighting.

Supervisor McNeil thought that maybe the engineering firm could give some information/suggestions on how other small airports work.

Mr. Butler wanted to explain the confusion on how much the county must put in on projects. He stated that the county has an ACIP – Airport Capital Improvement Plan – every year they must work on a five-year plan and that is what dictates what grants the county receives from the FAA. The FAA provides 90% of funds for all the grants, New York DOT provides 5% and the county is responsible for 5%. This year's project is the taxi way lighting design; this is part of the five-year plan.

Supervisor McNeil thanked Mr. Butler for putting together the job lists for the airport. He stated that it really helps with the understanding of the operations. He stressed that having the engineering firm explain how other small airports in NY State work might help with working out our operations.

Mr. Butler stated that the county airport is a fixed based operator.

Supervisor Khoury stated that one of the goals for this year was to find a fixed based operator.

Supervisor Cammarata made a motion to adjourn the meeting at 10:26am, seconded by Supervisor Flanagan.

Roll Call approved, motion carried.