

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

SUMMARY OF MEETING MINUTES

Date: January 11th, 2022

Virtual via Zoom

<u>Board Members Present</u>		<u>Staff Present</u>	<u>Guest(s) Present</u>	<u>Board Member(s) Absent</u>
Paul Thomsen Steve Palmatier Bob Davis	Kerri Green Zack Meseck, Sup. Ted Guinn Victoria Mitchell	Shane Butler, Director Allison Yacano, Planner Matt Gladstone, Planner		Sally Chirlin Paul Romahn Michael Flanagan 2 Vacancies

Mr. Guinn called the meeting to order at 9:07 a.m.

Old Business:

The Chenango County Planning Board did not meet quorum. Thus, meeting minutes from the previous meeting were not approved.

New Business:

Hazard Mitigation Plan:

Ms. Yacano stated that the final reimbursement request has been submitted to Tetra Tech. After that payment has been processed, the closeout report will be formalized and signed.

Transportation:

Mr. Gladstone stated that they have been working on an ad campaign to be published in the Pennysaver. They have been working with GetThere to finalize an ad to publish for the next quarter or so. Mr. Gladstone also stated that they are working to talk to local business with the hope to educate them on the Transportation to Employment and ride share programs that are offered from GetThere.

Airport:

Ms. Yacano stated that the infrastructure bill was passed in the late months of 2021. It is their understanding that the airport will be receiving \$790,000 over the next five years, making it

\$159,000 every year. The Airport Steering Committee has been working to prioritize projects that will most benefit the airport. Mr. Gladstone stated that there is very little guidance on how the money is to be spent so all the work is preliminary at this point. They are hoping that the money will be able to be carried over from the previous year to save the money for projects that will cost more than \$159,000. Ms. Yacano stated that fuel sales have been down, this is expected as it is during the winter months. Ms. Yacano also stated that Just Jump Skydiving is moved in and operational at the airport. They had plans to have their first set of jumpers on New Years Eve.

Climate Smart and Clean Energy Communities Program:

Ms. Yacano stated that the NYSERDA Action Grant for the Solarize campaign was submitted in November. After bringing the options for the application to Planning Committee, the consensus was to apply for the LED Lighting Upgrades at the airport. This will include the replacement of all interior and exterior lighting in the T-Hangars and Jet Hangar, light poles at the entrance, and exterior lighting on the admin building. Ms. Yacano stated that they are awaiting a meeting with NYSERDA Project Manager, Melanie McMahan, to discuss the timeline and grant workbook before finalizing and signing the contract.

Broadband:

Ms. Yacano stated that as of yesterdays board meeting, the contract with Interconnect Wireless was approved, pending the receipt of bid bonds. These bonds include a 5% bid bond, 100% performance bond, and a 100% payment bond. Once we are in receipt of those and they have reviewed by the county attorney, we will be able to proceed.

Privilege of the Floor:

With no further comments or business, the discussion ended at 9:47 a.m.

Next Meeting: The Chenango County Planning Board will meet on February 15th, 2022

Minutes recorded and prepared by Allison Yacano, Planner.

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

SUMMARY OF MEETING MINUTES

Date: February 15, 2022

Board of Supervisors Chambers and Virtually via Zoom

<u>Board Members Present</u>		<u>Staff Present</u>	<u>Guest(s) Present</u>	<u>Board Member(s) Absent</u>
Kerri Green Steve Palmatier Ted Guinn Paul Thomsen	Michael Flanagan Bob Davis Zachary Meseck, Sup.	Shane Butler, Director Allison Yacano, Planner Matt Gladstone, Planner	George Seneck, Sup.	Sally Chirlin Victoria Mitchell Paul Romahn Vacant (Sup) Vacant

Reorganization:

Mr. Butler called the meeting to order at 9:04 a.m.

Mr. Butler stated this was a reorganizational meeting and a temporary Chairperson must be appointed.

Ms. Green moved, seconded by Mr. Palmatier to appoint Mr. Butler as temporary chairman of the Chenango County Planning and Development Board. All members voted ayes; motion carried.

Mr. Butler asked for nominations for Chairperson of the Chenango County Planning and Development Board.

Mr. Guinn moved, seconded by Mr. Meseck to appoint Mr. Davis as Chairperson of the Chenango County Planning and Development Board. All members voted ayes; motion carried.

Mr. Butler asked for nominations for Vice-Chairperson of the Chenango County Planning and Development Board.

Mr. Guinn moved, seconded by Ms. Green to appoint Mr. Romahn as Vice-Chairperson of the Chenango County Planning and Development Board. All members voted ayes; motion carried.

Mr. Butler asked for nominations for Secretary of the Chenango County Planning and Development Board.

Mr. Guinn moved, seconded by Ms. Green to appoint Mr. Flanagan as Secretary of the Chenango County Planning and Development Board. All members voted ayes; motion carried.

Mr. Butler asked for nominations for Chairperson of the Chenango County 239 Review Committee.

Ms. Green moved, seconded by Mr. Thomsen to nominate Mr. Guinn as Chairperson of the Chenango County 239 Review Committee. All members voted ayes; motion carried.

Mr. Butler asked for nominations for Vice-Chairperson of the Chenango County 239 Review Committee.

Mr. Guinn moved, seconded by Mr. Meseck to nominate Ms. Green as the Vice-Chairperson of the Chenango County 239 Review Committee. All members voted ayes; motion carried.

Old Business:

Mr. Davis asked if there were any comments or corrections for the Planning Board minutes.

Mr. Guinn moved, seconded by Ms. Green to accept the November minutes of the Chenango County Planning and Development Board. All members voted ayes; motion carried.

Ms. Green moved, seconded by Mr. Meseck to accept the January minutes of the Chenango County Planning and Development Board. All members voted ayes; motion carried.

Mr. Davis asked if there were any comments or corrections for the Minutes, 239 Review minutes.

Mr. Guinn moved, seconded by Ms. Green to accept the November, December, and January minutes of the County 239 Review Committee. All members voted ayes; motion carried.

New Business:

Hazard Mitigation Plan:

Mr. Butler stated that they are waiting for the grant closeout. In addition to this, municipalities are encouraged to apply for BRIC Funding through FEMA.

Transportation:

Mr. Gladstone stated that the GetThere/BMTS Advisory Committee is meeting this Thursday. He is currently working on advertising for GetThere. Currently, advertisements are being run in the Evening Sun as well as the Pennysaver.

Agriculture:

Mr. Gladstone stated that they are working on the 8-Year review of Agricultural District 2A. Mr. Davis asked where this district is located. Mr. Butler responded that this district is in the Northwest corner of the county. Mr. Gladstone stated that they are working on getting together the mailing list to the residents of District 2A. They stated that they need to send letters to each resident in the district which totals roughly 800 people.

Airport:

Mr. Butler stated that there is a new tenant in the West Hangar. Last week, they were awarded the DOT Grant for much needed repairs to the Jet Hangars and the Admin building. Mr. Butler stated that with help from the Airport Steering Committee, they are compiling a list of priority projects that will be funded from the Infrastructure Bill. Mr. Butler also stated that they will be ordering Jet Fuel in the next few days.

Climate Smart and Clean Energy Communities Program:

Ms. Yacano stated that the grant for \$15,000.00 has been approved by NYSERDA. They are awaiting a contract to be drafted to begin the work. This should arrive in the next few weeks. Ms. Yacano also stated that they are looking into completing more actions through the Clean Energy Communities program. One action that they are looking into is the County Hosted Trainings. These will be funded by NYSERDA as well as a representative from NYSERDA to host the trainings. Trainings will include Solar Energy Law training and Clean Energy and Your Comprehensive Plan. Attendance from at least 35% of the municipalities is required for the points. Code Enforcement, Planning Board members and others are invited to join.

Broadband:

Mr. Butler stated that the bond situation with the grant has been sorted out. The environmental review has been completed and sent to SHPO and will now be referred to the National Historic Preservation Office.

Privilege of the Floor:

Ms. Green

Ms. Green stated that the public DRI meeting is being held on Monday night. This will give the public the forum to present their ideas and projects for the DRI. Mr. Butler added that the DRI will fund 40% of the projects for privately owned businesses, while 100% will be funded for municipalities and Not for Profits.

Mr. Palmatier

Mr. Palmatier stated that the FabLab is up and running at Oxford school. The SME Prime program is in the works at Unadilla Valley. They stated that they are helping develop and reinstate the Science and Technology program at Norwich school. RoboRAVE is currently in the works with the Department of Labor and at SUNY Oneonta.

Mr. Flanagan

Mr. Flanagan stated that Phase 1B of the Museum District project is set to be completed in Summer 2022. This will include the area from the railroad to North Broad Street. Mr. Flanagan also stated that there have been plans to connect the Museum District to the DRI District.

Mr. Thomsen

Mr. Thomsen asked if the broadband capabilities will be dishes. Mr. Butler responded that they will be small antennae structures on high points in the City of Norwich and New Berlin.

Mr. Seneck

Mr. Seneck stated that the Town of Guilford has met with Northland regarding the wind project. They will be doing work in the coming months regarding road construction. Mr. Seneck shared that they will be holding an IT Department Assessment. Mr. Seneck stated that the Guilford Dam project is officially underway.

Mr. Davis

Mr. Davis stated that he had a resident approach him regarding the status of the railroad. Ms. Green stated that they are currently working on a FEMA grant to repair a part of the railroad that was damaged during a flooding event. Ms. Green is uncertain if the railroad will be used for normal uses once it is repaired. Due to a supply and demand dilemma, it is uncertain this section of the railroad will be used for freight.

With no further comments or business, the discussion ended at 10:02 a.m.

NEXT MEETING: The Chenango County Planning Board and 239 Review Committee will meet on March 15, 2022

Minutes recorded and prepared by Allison Yacano, Planner.



Chenango County Planning & Development Board

SUMMARY OF MEETING MINUTES

Date: March 15, 2022

Board of Supervisors Chambers and Virtually via Zoom

<u>Board Members Present</u>		<u>Staff Present</u>	<u>Guest(s) Present</u>	<u>Board Member(s) Absent</u>
Bob Davis Paul Thomsen Ted Guinn Steve Palmatier	<u>Virtual</u> Kerri Green Michael Flanagan	Shane Butler, Director Allison Yacano, Planner Matt Gladstone, Planner	Karol Kucinski Sup. George Seneck (virtual)	Sally Chirlin Paul Romahn Zachary Meseck (Sup.) Victoria Mitchell

Mr. Davis called the meeting to order at 9:06 a.m.

Old Business:

Mr. Davis asked if there were any comments or corrections for the February 15, 2022, Planning Board minutes.

Mr. Guinn moved, seconded by Mr. Thomsen to accept the February 15, 2022, minutes of the Chenango County Planning and Development Board. All members voted ayes; motion carried.

Mr. Davis asked if there were any comments or corrections for the February 15, 2022, 239 Review minutes.

Mr. Thomsen moved, seconded by Mr. Flanagan to accept the February 15, 2022, minutes of the County 239 Review Committee. All members voted ayes; motion carried.

New Business:

Transportation:

Mr. Gladstone stated that they are currently running advertisements in the Pennysaver, the Evening Sun and the Gazette promoting GetThere. The advertisements will be run in their respective media outlets until April. Mr. Gladstone also stated that they will be holding the First Quarter meeting for the Chenango County Transportation Coordinating Work Group. This will be the first meeting of the year. Mr. Gladstone shared that the director of GetThere resigned last month, Nick Cecconi is serving as the Interim Director of GetThere.



Chenango County Planning & Development Board

Agriculture:

Mr. Gladstone stated that the period for Ag. Inclusions ended on March 2nd. They did not receive any applications for the inclusion process. Mr. Gladstone stated that he sent a letter to the Commissioner of NYS Agriculture and Markets stating that no applications were received and there is no further action to be taken. Mr. Gladstone also stated that they are working on the 2022 Agricultural District 2A update. They will be sending out the letters to the residents in the next few weeks regarding the update. Mr. Gladstone stated that the Agricultural and Farmland Protection Board is working on updating the NYS Fence Law. Mr. Davis asked what this law entailed. Mr. Gladstone responded that the Fence Law states regulations regarding fence size and disputes regarding livestock escaping from their respective areas. Mr. Thomsen asked if this law was statewide. Mr. Butler responded that it is, but the law is nearly 100 years old and the AFPB is seeking to have it updated. Bradd Vickers and Ken Smith at Cornell Cooperative Extension are working to write letters to get the law updated. Mr. Gladstone stated that the Ag. Tour is planned to happen on July 22nd this year. They are following up with two out of the three sites to confirm their tour stop. The three sites that are planned are Page Seed, Fantasy Fruit Farm and Cascuns.

Airport:

Mr. Butler stated that last month, the airport saw \$3,000 in fuel sales. Roughly \$1,200 of the fuel sold was jet fuel. Mr. Butler stated that there has been an increase in fuel prices. Jet fuel at the airport is currently \$6.00 per gallon, while Av Gas is \$4.85 per gallon. Mr. Butler stated that 5 of the flights in the last month were business flights. As a part of the Infrastructure Bill, the airport will be receiving \$790,000 over the next five-years for projects concerning infrastructure. Mr. Butler stated that there will be a local match of 5%. The Airport Steering Committee has established a list of priority projects for how to use the money. One of the first priorities is the upgrading of the AWOS (weather station) as a few of the sensors and components on the technology have been broken. Stanwyck Avionics have given them estimates on how to fix the current AWOS 3 that the airport has. It will be roughly \$4,000 to buy the new components but Stanwyck Avionics will be able to repair the equipment with refurbished materials for roughly \$1,200. Mr. Butler stated that they will hopefully be able to purchase a brand new AWOS station with the money from the infrastructure bill. Mr. Butler believes the last estimate they received for the equipment was roughly \$230,000.

Climate Smart and Clean Energy Communities Program:

Ms. Yacano stated that they have been working on the LED Lighting Grant for the airport. The contract has been drafted and will be discussed at the Planning and Economic Development Committee meeting on Thursday. If the contract is right, it will be passed through the full board in April. Ms. Yacano stated that the grant will replace all the LED lights and also includes an energy audit of the airport. Once the audit is completed, it will show the energy usage of the current lights. Ms. Yacano also stated that alongside NYSERDA, they are hosting a training regarding the Model Solar Energy Law on March 23rd from 6:00-8:00pm. Mr. Butler stated that if 30% of the municipalities sign up for the training, they will receive points in the Clean Energy Communities program. Mr. Davis asked if this training would replace the Department of States training that they hold annually in May. Mr. Butler responded that he is unsure. They will have to see what the NYSERDA training entails and then decide from there.



Chenango County Planning & Development Board

Broadband:

Mr. Butler stated that the NYS Broadband Survey ends on Monday. The last data that they received regarding the survey showed that Chenango County has the 4th highest response rate in the state. Mr. Butler stated that NYS is conducting cross-referencing surveys and doing field studies of different areas to confirm that the data obtained is correct and accurate. Mr. Butler also stated that the CDBG Broadband Grant is moving along. The bonds and contract have been completed. The next step is purchasing the equipment for the project. Mr. Butler stated that OCR has modified their policies regarding Reimbursement Requests, and they may not be able to submit the request for all the equipment at one time. The estimated cost of material is approximately \$1.2 million. Due to the policies, they may only be able to request \$500,000 per request. NYSOCR is looking into these policies to make sure everything is going accordingly. Mr. Butler stated that they will have to put in an extension request for the project as the timeline only runs until June. Mr. Davis asked if they foresee any problems with this extension request. Mr. Butler responded that he doesn't believe so, OCR understands the scope of the project and do not see a problem with an extension.

Housing:

Mr. Butler stated that the Red Mill Renovation grant was approved at the Board meeting on Monday. The Environmental Review is almost complete. The 30-day comment period ends on Wednesday and the Notice of Intent to Request Release of Funds will be published in the Evening Sun and The Sherburne News on Thursday. Once the 10-day period ends, the documents can be submitted to NYS and the funds can be released.

Privilege of the Floor:

Ms. Green

Ms. Green stated that they have been busy with the DRI project. This Friday is the deadline for applications. Ms. Green also shared that the Wine and Beer Festival is officially set for July. The event will focus on local businesses as well as businesses from all around the state.

Mr. Seneck

Mr. Seneck stated that the High Bridge Wind project has been delayed until April. The road use agreement has officially been completed with the County Highway Department.

Mr. Flanagan

Mr. Flanagan stated that Phase 1B for the Museum District project is near completion. This lighting phase needs to be connected to the grid and then it will be completed.

With no further comments or business, the discussion ended at 9:42 a.m.

**NEXT MEETING: The Chenango County Planning and Development Board and 239
Review Committee will meet on Tuesday, April 12th at 9:00am**

Minutes recorded and prepared by Allison Yacano, Planner.

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

SUMMARY OF MEETING MINUTES

Date: April 12, 2022

Board of Supervisors Chambers and Virtually via Zoom

<u>Board Members Present</u>		<u>Staff Present</u>	<u>Guest(s) Present</u>	<u>Board Member(s) Absent</u>
Bob Davis Paul Thomsen Ted Guinn Zack Meseck, Sup.	Kerri Green Victoria Mitchell Paul Romahn	Shane Butler, Director Allison Yacano, Planner Matt Gladstone, Planner	George Seneck Karol Kucinski	Sally Chirlin Michael Flanagan Steve Palmatier Vacant Vacant

Mr. Davis called the meeting to order at 9:06 a.m.

Old Business:

Mr. Davis asked if there were any comments or corrections for the March 15, 2022, Planning Board minutes.

Mr. Guinn moved, seconded by Mr. Thomsen to accept the March 15, 2022, minutes of the Chenango County Planning and Development Board. All members voted ayes; motion carried.

Mr. Davis asked if there were any comments or corrections for the March 15, 2022, 239 Review minutes.

Mr. Meseck moved, seconded by Mr. Guinn to accept the March 15, 2022, minutes of the County 239 Review Committee. All members voted ayes; motion carried.

New Business:

Transportation:

Mr. Gladstone stated that they are working on closing out the first quarter of the transportation contract with Rural Health Network. Mr. Davis asked how Getthere is managing. Mr. Gladstone stated that they are doing well.

Agriculture:

Mr. Gladstone stated that they are sending out the Ag District letters this week. This review is for Ag District 2A, which encompasses the Northwestern portion of the County. Ms. Green asked if

the date has been set for the Ag Tour. Mr. Gladstone answered that the Ag Tour will be held on Friday, July 22nd.

Airport:

Mr. Butler stated that there is currently three T-Hangars available for rent at the airport. Mr. Butler stated that the transportation issue at the airport has become more apparent in the recent weeks. Last week, a pilot landed and needed to get from the airport to the Chenango County Courthouse. Mr. Butler stated that he had to pick up the pilot and taxi them to the courthouse. The pilot, who was a lawyer, got a ride back to the airport from their client. Mr. Butler stated that they have tried to obtain rental cars to be at the airport for standby but there are many different problems with insurance and lack of rental companies nearby. Mr. Gladstone stated that they are meeting with Getthere to see if they have any solutions for this issue. Mr. Davis asked if we have to report sales tax. Mr. Butler stated yes, they must submit sales tax reports on a quarterly basis to New York State.

Climate Smart and Clean Energy Communities Program:

Mr. Yacano stated that the training for the Model Solar Energy Law went successfully. They had nearly 50% of the municipalities (as well as municipalities outside of the county) participate in the training. Ms. Yacano stated that another training will be held later in the month regarding Clean Energy and Your Comprehensive Plan. Ms. Yacano stated that the contract for the NYSERDA grant at the airport was approved at the Board meeting yesterday. After the contract is signed, the first step is to complete the energy audit.

Broadband:

Mr. Butler stated that they are waiting on a reimbursement for the broadband grant. The check is for \$1.3 million and is for equipment purchases. Mr. Butler stated that the grant will hopefully be completed by the end of 2022. Mr. Butler stated that Jen Gregory, Executive Director, Southern Tier 8, will be doing a presentation regarding successes in broadband. Mr. Butler also stated that he had a meeting with Bob Knight regarding broadband in agriculture.

Housing:

Mr. Butler stated that they are awaiting the contract for the Red Mill Complex Renovation. Before the contract is finalized, the environmental review process can be completed. Mr. Butler stated that the extensions for both the Housing Rehab grant and the Homeownership grant have been approved.

Privilege of the Floor:

Ms. Green

Ms. Green had to leave the meeting early so her comments were read aloud by Ms. Yacano. Ms. Green stated the following: "I have to get off at 9:30 today, but here is my update: The next DRI Local Planning Committee meeting is today at 3:00 via zoom. There will be an in person meeting and public meeting to see all of the proposed projects on May 12th at Norwich High School - more details to come on that. The LPC will vote in June on projects that will be submitted to the state. The CCIDA has been contacted by Delaware River Solar on a potential Solar PILOT application. The CCIDA is also in the final stages of selling our incubator building

at the airport to Pro-tel. Should be finalized in the next 2 months or so. The DCC is issuing an RFQ for the proposed hotel project in downtown Norwich - RFQ is to select a developer. We are aware of one developer who will be submitting and there are two others that have contacted us. Sorry everyone! See you next month.”

With no further comments or business, the discussion ended at 9:40 a.m.

**NEXT MEETING: The Chenango County Planning and Development Board and 239
Review Committee will meet on May 10th, 2022 at 9:00a.m.**

Minutes recorded and prepared by Allison Yacano, Planner.

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

SUMMARY OF MEETING MINUTES

Date: May 12, 2022

Board of Supervisors Chambers and Virtually via Zoom

<u>Board Members Present</u>		<u>Staff Present</u>	<u>Guest(s) Present</u>	<u>Board Member(s) Absent</u>
Bob Davis Paul Thomsen Ted Guinn Zack Meseck, Sup.	Kerri Green Karol Kucinski Michael Flanagan	Shane Butler, Director Allison Yacano, Planner Matt Gladstone, Planner	George Seneck	Sally Chirlin Victoria Mitchell Paul Romahn Vacant Vacant Vacant

Mr. Davis called the meeting to order 9:03 at a.m.

Old Business:

Mr. Davis asked if there were any comments or corrections for the April 2022 Planning Board minutes.

Mr. Guinn moved, seconded by Ms. Green to accept the April Minutes of the Chenango County Planning and Development Board. All members voted ayes; motion carried.

Mr. Davis asked if there were any comments or corrections for the April 2022 239 Review Committee Minutes.

Mr. Thomsen moved, seconded by Mr. Flanagan to accept the April minutes of the County 239 Review Committee. All members voted ayes; motion carried.

New Business:

Transportation:

Mr. Gladstone stated that the 2022 Transportation Contract with Rural Health Network of South-Central New York went through the Board yesterday. The County Attorney read through the agreement and had no problems with it, nothing has changed since the last contract. It will be signed, and then another year of transportation promotion will begin.

Agriculture:

Mr. Gladstone stated that they have secured the tour bus for the 2022 Ag. Tour after it was approved yesterday at the Board Meeting. Mr. Gladstone also stated that they sent out the Ag. District 2A letters a few weeks ago. Already, they have received roughly 160 surveys back. The entirety of the district is approximately 900 properties. Mr. Davis asked what locations will be visited on the tour. Mr. Gladstone responded that they will be touring:

Airport:

Mr. Butler stated that Airport Day is scheduled for Saturday, June 11th. Exhibitors from the National Warplane Museum, the EAA, The Civil Air Patrol, NYS Police, Boy scouts, DCMO Boces, and others will be attending the event. In the last month, over \$10,000 worth of fuel has been sold. Mr. Butler added that they will be purchasing fuel in the coming weeks.

Climate Smart and Clean Energy Communities Program:

Ms. Yacano stated that due to the week of power outages, they have rescheduled the next training in the series. The new date will be on Wednesday, May 18th from 6-8pm. They have also scheduled an additional training that will cover the Model Battery Storage System Law. This will be held on Wednesday, June 29th from 6-8pm.

Broadband:

Mr. Butler stated that the \$1.5 million check has been received and disbursed to Interconnect Wireless Corp for the purchase of the equipment. Mr. Butler also stated that due to supply chain issues, and other reasons, they will be submitting an extension request as the current deadline is set for June 29th. Mr. Davis asked if after this project is completed, the Planning Department had any plans to install additional broadband within the county. Mr. Butler responded that they will re-evaluate the situation after this grant is completed. The only problem he sees with continuing throughout the county with this grant program is that it can only be used in areas that meet the LMI (Low-Moderate Income) guidelines.

Housing:

Mr. Butler stated that the ERR for the Red Mill Renovation has been resubmitted. The contract for the project has been signed and submitted to NYSOCR. The subrecipient agreement with Greater Opportunities for Broome and Chenango will be completed and signed in the next week.

Privilege of the Floor:

Mr. Flanagan

Mr. Flanagan shared that the bidding process for Phase 1B of the Museum District is being conducted. They expect for a late summer completion of this phase of the project.

Mr. Butler

Mr. Butler stated that they will be applying for ARC funding to update the 2020 Vision Plan. He is asking for \$90,000 from ARC, with a 50/50 match that will consist of \$30,000 in kind, \$30,000 ARPA, and \$30,000 from DCC. Mr. Butler expects this to be an 18 month process. He will be asking the Planning Board to serve as the Executive Committee for the project.

Mr. Gladstone

Mr. Gladstone stated that the EMC, Chenango Greenway Conservancy, Chenango County Soil and Water, and Friends of Rogers will be hosting a River Cleanup on Saturday, June 4th. Mr. Gladstone stated they are promoting the event on their Facebook page, and at local events, and businesses.

Ms. Green

Ms. Green stated that there is an IDA meeting on Wednesday, May 18th. This meeting will cover a PILOT application from Smyrna for a solar project, a Rail Bike presentation, the Food Hub proposal for Everything Bagelry in Bainbridge, and Norwich Meadows. Ms. Green added that the next DRI public meeting will be held on Thursday at the Norwich High School Cafeteria. Ms. Green added that they will be hosting the first Wine, Beer, and Food Festival this summer at the Chenango County Fairgrounds.

Mr. Seneck

Mr. Seneck stated that there has been an update to the public meetings law regarding the participation via virtual means such as phone or Zoom. Mr. Seneck expressed his gratitude to Matt Beckwith, for his leadership during the power outages. Many residents were able to receive shelter, dry ice and water during the emergency.

With no further comments or business, the discussion ended at 9:44 a.m.

**NEXT MEETING: The Chenango County Planning and Development Board and 239
Review Committee will meet on June 14, 2022**

Minutes recorded and prepared by Allison Yacano, Planner.

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

SUMMARY OF MEETING MINUTES

Date: April 12, 2022

Board of Supervisors Chambers and Virtually via Zoom

<u>Board Members Present</u>		<u>Staff Present</u>	<u>Guest(s) Present</u>	<u>Board Member(s) Absent</u>
Bob Davis Paul Thomsen Ted Guinn Zack Meseck, Sup. Erik Scrivener	Victoria Mitchell Paul Romahn Karol Kucinski	Shane Butler, Director Allison Yacano, Planner Matt Gladstone, Planner		Michael Flanagan Vacant Vacant

Mr. Davis called the meeting to order at 9:02 a.m.

Old Business:

Mr. Davis asked if there were any comments or corrections for the May Planning Board minutes.

Mr. Guinn moved, seconded by Mr. Thomsen to accept the May minutes of the Chenango County Planning and Development Board. All members voted ayes; motion carried.

Mr. Davis asked if there were any comments or corrections for the May 239 Review minutes.

Mr. Thomsen moved, seconded by Mr. Guinn to accept the May minutes of the County 239 Review Committee. All members voted ayes; motion carried.

New Business:

Transportation:

Mr. Gladstone stated that they are beginning to plan a project regarding the update of the First Transit Route Map. They have been promoting GetThere at several events, including the Rogers Earth Day Celebration, and Airport Day. Mr. Romahn asked if there were any updates regarding the railroad. Mr. Butler replied that there are current problems with the rail line and upgrades needed. However, there is a proposal to construct a rail-bike system on the line.

Agriculture:

Mr. Gladstone stated that they are finalizing details of the Annual Ag. Tour. They have the bus reserved and currently have approximately 10 people signed up for the tour. Mr. Gladstone also

stated that they have been receiving Ag. Inclusion worksheets periodically. They have received roughly 200 out of the 900 sent out.

Airport:

Mr. Butler stated that they hosted Airport Day on Saturday. The event went very well and anticipated about 1000 visitors throughout the day. The EAA provided 84 Young Eagle rides to kids, while the National Warplane Museum hosted 56 rides to individuals on Whiskey 7. Only one unexpected problem occurred with the Food Truck having a propane leak. However, through many phone calls, Magro's provided 25 pizzas that were distributed throughout the day. Mr. Butler stated that they are working with FAA regarding the Taxiway at the airport. Based on the largest aircraft located at the airport, the FAA is recommending that the Taxiway size is reduced to 25 feet wide, instead of 35 feet wide. Mr. Butler, along with C&S, are providing letters of support and information to keep the Taxiway at the width it is. If it was shortened, planes like Whiskey 7 would not be able to land at the airport, thus taking away opportunities from the airport.

Climate Smart and Clean Energy Communities Program:

Ms. Yacano stated that they hosted the River Cleanup last weekend. The event went well with roughly 20 volunteers joining for the day, collecting roughly 1,270 pounds of litter from the river and the river trails. Ms. Yacano stated that they have received credit for their most recent NYSERDA training. They will be hosting another one in the end of the month. Mr. Gladstone and Ms. Yacano were able to attend Oxford school to present Vermicomposting to three Kindergarten classes and one Third Grade class. They are hoping to also present to Unadilla Valley, as well as Norwich in the coming weeks.

Broadband:

Mr. Butler stated that they have submitted documentation to NYS asking for an extension on the Broadband Grant due to supply issues. Mr. Butler notified the group that they will be presenting at the Upstate Rural Broadband Conference on June 28th. Mr. Butler also stated that the NYS Broadband Survey results should be released in the next week or two.

Housing:

Privilege of the Floor:

With no further comments or business, the discussion ended at a.m.

**NEXT MEETING: The Chenango County Planning and Development Board and 239
Review Committee will meet on**

Minutes recorded and prepared by Allison Yacano, Planner.

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

SUMMARY OF MEETING MINUTES

Date: July 12, 2022

Board of Supervisors Chambers and Virtually via Zoom

<u>Board Members Present</u>		<u>Staff Present</u>	<u>Guest(s) Present</u>	<u>Board Member(s) Absent</u>
Karol Kucinski Paul Thomsen Zack Meseck, Sup. Victoria Mitchell Erik Scrivener	Kerri Green Paul Romahn Bob Davis Dan Ryan	Shane Butler, Director Allison Yacano, Planner Matt Gladstone, Planner	George Seneck Alan Lord	Ted Guinn Michael Flanagan Vacant

Mr. Davis called the meeting to order at 9:00 a.m.

Old Business:

Mr. Davis asked if there were any comments or corrections for the June 14, 2022 Planning Board minutes.

Mr. Romahn moved, seconded by Mr. Thomsen to accept the minutes of the Chenango County Planning and Development Board. All members voted ayes; motion carried.

Mr. Davis asked if there were any comments or corrections for the June 14, 2022, Chenango County 239 Review Committee Meeting minutes.

Mr. Thomsen moved, seconded by Mr. Romahn to accept the minutes of the Chenango County 239 Review Committee. All members voted ayes; motion carried.

New Business:

Transportation:

Mr. Gladstone stated that they are continuing to work on the project with Chenango County First Transit to update the route maps. They will be attending the quarterly Transportation Coordination Committee meeting today to discuss the aspects of the project.

Agriculture:

Mr. Gladstone stated that the Agricultural Inclusion Period ended on July 1st. They have received back roughly 30% of the letters that were sent out. Using this data, Mr. Gladstone will be producing a report and presenting it to the Agricultural and Farmland Protection Board meeting

on Friday, July 15, 2022. Mr. Gladstone also invited everyone to join the 2022 Agricultural Tour. It will be held on Friday, July 22, 2022. The tour will include visits to three different farms in the Greene/Smithville area of the County.

Airport:

Mr. Butler stated that they have done over \$17,000.00 in fuel sales over the last month. Roughly 7 business flights have flown out in the last month. Mr. Butler stated that they are working to close out three open grants at the airport. Mr. Thomsen asked if the problem with the taxiway width has been resolved. Mr. Butler responded that they have just sent out the required documentation and letters of support to the FAA to petition to keep the taxiway at 35 feet wide.

Climate Smart and Clean Energy Communities Program:

Ms. Yacano stated that they hosted their final NYSERDA training through the Clean Energy Communities program. The last training covered the Model Battery Storage System Law. They were finding it difficult to find participants for the events. Luckily, they were able to meet the 35% threshold and obtained credit through the program. Ms. Yacano stated the airport energy audit has been completed. Once they receive the final report, they can begin the RFP for the LED lighting upgrades.

Broadband:

Mr. Butler stated that they presented at the Upstate Rural Broadband Conference hosted by Southern Tier 8. Mr. Butler stated that the event was well attended and included attendees from around the nation. Mr. Butler stated that the NYS Broadband data has been released. He suggested that everyone check their locations and make sure the data is correct. Mr. Butler has noticed some discrepancies in his area.

Housing:

Mr. Butler stated that they have filed all of the required documents for the Red Mill project with the County Clerk. At the Board meeting yesterday, a public hearing was held to apply with Greater Opportunities for Broome and Chenango for another Housing Rehabilitation Program. The Homeownership grant is in the closeout process.

Privilege of the Floor:

Ms. Green

Ms. Green stated that the final Local Planning Committee meeting for the DRI is today. The committee will be narrowing down the projects in this decision stage. They had \$25 million requested in the DRI. Ms. Green also stated that the IDA has been asked to act as Lead Agency for the Solar project in Smyrna. Ms. Green also stated that at the Board meeting yesterday, the board approved the sale of the incubator building at the airport. Protel has been leasing the building but have had interest in purchasing the building over the last year.

Mr. Seneck

Mr. Seneck stated that the Calpine Wind project is roughly one year behind. Mr. Seneck stressed the importance of checking your broadband status and confirming the data is correct.

With no further comments or business, the discussion ended at 10:04 a.m.

**NEXT MEETING: The Chenango County Planning and Development Board and 239
Review Committee will meet on August 9, 2022**

Minutes recorded and prepared by Allison Yacano, Planner.

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

SUMMARY OF MEETING MINUTES

Date: August 9, 2022

Board of Supervisors Chambers and Virtually via Zoom

<u>Board Members Present</u>		<u>Staff Present</u>	<u>Guest(s) Present</u>	<u>Board Member(s) Absent</u>
Bob Davis Paul Thomsen Ted Guinn Zack Meseck Karol Kucinski	Kerri Green Victoria Mitchell Paul Romahn Dan Ryan Erik Scrivener	Shane Butler, Director Allison Yacano, Planner Matt Gladstone, Planner	George Seneck Stan Foulds Dan O'Reilly Robin Cotter Jeff Chesebro Canice Paliotta	Michael Flanagan Vacant (Sup.)

Mr. Davis called the meeting to order at 9:00 a.m.

Old Business:

Mr. Davis asked if there were any comments or corrections for the July 12, 2022, Planning Board minutes.

Mr. Kucinski moved, seconded by Mr. Scrivener to accept the July 12, 2022, minutes of the Chenango County Planning and Development Board. All members voted ayes; motion carried.

Mr. Davis asked if there were any comments or corrections for the July 12, 2022, 239 Review minutes.

Mr. Kucinski moved, seconded by Mr. Scrivener to accept the July 12, 2022, minutes of the County 239 Review Committee. All members voted ayes; motion carried.

New Business:

Transportation:

Mr. Gladstone stated that they had a meeting with First Transit last week to discuss what potential project would be beneficial for transportation in Chenango County. Mr. Gladstone stated that they will be focusing on a mapping project to better illustrate the bus routes, as well as signage that better posts bus stops. Mr. Gladstone also shared that GetThere has hired a new Assistant Director and a new Transportation to Employment Associate. They will be having a meeting in the coming weeks to discuss transportation needs.

Agriculture:

Mr. Gladstone stated that they hosted the Annual Ag Tour for Legislators on July 22nd. They had roughly 25 attendees for this year's event. One of the most informative stops on the tour was Page Seed. Mr. Gladstone also stated that they are finishing up the final steps of the Agricultural District 2A Report. They will be presenting the report at the Agriculture and Farmland Protection meeting next week.

Airport:

Mr. Butler shared that the airport had a record fuel sales month. Thanks to multiple business flights and jets that came in, the airport netted roughly \$30,000.00 in fuel sales for the month of July. This is approximately 5-times more than July 2021. Mr. Butler gave an update on grants for the airport. Mr. Butler stated that they are having issues with their Jet Hangar Grant through NYSDOT. For the grant, they need to have a basic agency. This is an ongoing issue that NYSDOT will not serve as the basic agency for the grant.

Climate Smart and Clean Energy Communities Program:

Ms. Yacano stated that they are still waiting for the Energy Audit report for the LED Lighting Upgrades Grant at the airport. Once received, they can start the process of finding a contractor to do the work. Ms. Yacano also stated that they are partnering with the City of Norwich on their respective Heat Smart campaigns.

Broadband:

Mr. Butler shared that the broadband grant is going well other than the delay in equipment. The equipment has been ordered but is still being manufactured. Interconnect expects delivery of the equipment in September or October. For the time being, they are going to all the sites and getting the lease agreements situated. Mr. Butler urged the board to spread the word about the Affordable Connectivity Program. Residents that qualify for the program are eligible for up to \$30 off their monthly internet bill.

Housing:

Mr. Butler stated that the Environmental Review for the Housing Rehabilitation Project will be wrapped up in the next week. Mr. Butler also stated that they are continuing to work on the closeout process for the Homeownership program. The first drawdown for the Red Mill project has been submitted. Mr. Butler stated that he has scheduled a call with Kelly Robertson at Greater Opportunities to discuss the RFP process for construction bidding.

Privilege of the Floor:

Ms. Green

Ms. Green stated that the IDA meeting will be held on August 23rd. Ms. Green shared that the first Wine, Beer, and Food Festival went very well. Over 700 guests attended, and they are looking to hold the event again next year. Ms. Green stated that the 175th annual Chenango County Fair will begin on Wednesday. They will be there for the ribbon cutting at 1:00pm on Wednesday. Ms. Green stated that they are working on two Restore NY Grants. They are applying for a project in Mt. Upton and Greene. The applications are due this week.

Mr. Meseck

Mr. Meseck stated that they attended an FBI/DEA conference last week. This conference covered the drug problem around the United States that is intensifying. Mr. Meseck stated that Preston Manor has gotten cable for the residents.

Mr. Scrivener

Mr. Scrivener stated that there will be a public hearing for the City's Housing Rehabilitation program. Mr. Scrivener also stated that they are currently surveying the public on updating their Comprehensive Plan.

Mr. Davis

Mr. Davis stated that the Calpine Wind Project is currently on hold, mostly due to financial concerns.

With no further comments or business, the discussion ended at 9:38 a.m.

**NEXT MEETING: The Chenango County Planning and Development Board and 239
Review Committee will meet on September 13th, 2022**

Minutes recorded and prepared by Allison Yacano, Planner.

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

SUMMARY OF MEETING MINUTES

Date: September 13, 2022

Board of Supervisors Chambers and Virtually via Zoom

<u>Board Members Present</u>		<u>Staff Present</u>	<u>Guest(s) Present</u>	<u>Board Member(s) Absent</u>
Bob Davis Paul Thomsen Ted Guinn	Paul Romahn Dan Ryan (virtual) Zack Meseck, Sup. Karol Kucinski	Shane Butler, Director Allison Yacano, Planner Matt Gladstone, Planner	Jenna Ostrander Kanice Palotta	Michael Flanagan Erik Scrivener Victoria Mitchell Vacant Vacant (Sup.)

Mr. Davis called the meeting to order at 8:59 a.m.

Mr. Butler shared with the group that the Governor’s Executive Order regarding virtual/remote meetings has expired. Unless the county opts in to continue allowing virtual meetings, any member who attends virtually will not count towards a quorum.

Old Business:

Mr. Davis asked if there were any comments or corrections for the August 2022 Planning Board minutes.

Mr. Guinn moved, seconded by Mr. Romahn to accept the August 2022 minutes of the Chenango County Planning and Development Board. All members voted ayes; motion carried.

Mr. Davis asked if there were any comments or corrections for the August 2022 Minutes, 239 Review minutes.

Mr. Thomsen moved, seconded by Mr. Romahn to accept the August 2022 minutes of the County 239 Review Committee. All members voted ayes; motion carried.

New Business:

Transportation:

Mr. Gladstone stated that they are working with GetThere to get larger businesses included and working with them. Mr. Gladstone stated that they were at Colorscape last weekend and talked with over 150 visitors about the transportation initiatives in Chenango County. Mr. Gladstone

also stated that they are still waiting for GPS data from Chenango First Transit to update their bus route maps.

Agriculture:

Mr. Gladstone stated that the Public Hearing regarding the review of Agricultural District 2A was held yesterday at the Board of Supervisors meeting. No comments were received or presented at the hearing.

Airport:

Mr. Butler stated that about \$16,000 worth of fuel was sold in the month of August. They have ordered 4,000 gallons of 100LL fuel. Mr. Butler stated that they have seen an increase in tenants from Sidney that are coming to our airport for fuel. Mr. Butler stated that they will be presenting the airport budget at Planning Committee on Thursday. Mr. Butler stated that they had a 50% design meeting with C&S Engineers for the taxiway construction. 2/3 of the construction on the taxiway will be completed in 2023, while the last third will be completed in 2024. Mr. Romahn asked what the status of the taxiway width situation. Mr. Butler responded that it has been approved to keep the runway at the existing width.

Climate Smart and Clean Energy Communities Program:

Ms. Yacano stated that they are currently waiting for word back regarding the NYSERDA Grant for the airport lighting. Ms. Yacano stated that they are working on applications for EV Charging Stations at SUNY Morrisville, the Northeast Classic Car Museum, and Hidden Springs Brewery. The application is due on September 30th. Ms. Yacano also attended Colorscape. They promoted the EMC vermicomposting and monarch initiatives. Ms. Yacano stated that they are testing a program with monarch butterflies. They hope to make this into a program that they can present at school's next fall.

Broadband

Mr. Butler stated that they received word that some of the equipment for the project has arrived. Mr. Butler shared that he met with representatives in Albany with Jen Gregory from Southern Tier 8 and Jody Zakrevsky from Otsego Now. The purpose of this meeting was to discuss 'Last Mile' broadband initiatives, a program that would install fiberoptic through multiple counties.

Housing:

Mr. Butler stated bids for the Red Mill project have been submitted. Mr. Butler also stated that the Housing Rehabilitation Grant Application has been submitted. The Homeownership IX program ends at the end of the year. Mr. Meseck stated that the bids came back high for a project at Cook Park and asked if they think this may affect the bidding process for the Red Mill project.

Privilege of the Floor:

Ms. Yacano

Ms. Yacano stated that they are working with the Village of Oxford on a grant application for the NY Forward Program. A program like the DRI program, the village is seeking roughly \$4.5 million for revitalization projects. Ms. Yacano stated that they are holding public meetings every Wednesday at 6:00pm at 6 on the Square in Oxford.

Mr. Gladstone

Mr. Gladstone stated that they are working on a project with the City of Norwich to construct a bike skills park/pump track at Kurt Beyer Park in the city. Mr. Gladstone has been attending meetings and reaching out to funding opportunities for the project.

Mr. Butler

Mr. Butler stated that he advises all the Planning Boards to read their Site Plan Review laws and make sure that there is a section that covers the hiring of a consultant. The Town of Bainbridge is seeing troubles with this with one of their projects. If this language is not contained within the review law, it should be revised. Mr. Davis asked if they had any sample language that can be added. Mr. Butler stated that they can send examples out.

Mr. Meseck

Mr. Meseck stated that there was a mistake in the previous month's minutes. At this time, Preston Manor only had cable installed, not Wi-Fi.

Mr. Guinn

Mr. Guinn stated that they were reading "Towns Topics" and there was an article regarding the construction of small antennae communications towers with 5G capabilities around the state. Mr. Guinn stated that he did some research and does not think that it is anything to worry about.

Mr. Davis

Mr. Davis stated that he attended the NYSDOS training that was held. He noticed some discrepancies with solar construction in municipalities with zoning and site plan review regulations. Mr. Davis also stated that there is a Mt. Upton resident that has stated that they have combined two lots but there are no surveys, only a deed. The Chenango County Clerk is unable to file without an official survey done.

Mr. Romahn

Mr. Romahn stated that he is grateful that the town of Oxford has zoning regulations. The previous application that was presented from NY Land and Lakes has been decreased from 10 acres to 5 acres.

Ms. Palotta

Ms. Palotta stated that the co-op that operates at the La Maison Blanche Bakery is in the process of moving to the Bohemian Moon in the City of Norwich.

With no further comments or business, the discussion ended at 9:29 a.m.

NEXT MEETING: The Chenango County Planning and Development Board and 239 Review Committee will meet on October 12, 2022 at 9:00 a.m.

Minutes recorded and prepared by Allison Yacano, Planner.

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

SUMMARY OF MEETING MINUTES

Date: October 12, 2022

**Board of Supervisors Chambers
Chenango County Office Building**

<u>Board Members Present</u>		<u>Staff Present</u>	<u>Guest(s) Present</u>	<u>Board Member(s) Absent</u>
Bob Davis Paul Thomsen Ted Guinn Dan Ryan	Michael Flanagan Erik Scrivener Karol Kucinski	Shane Butler, Director Allison Yacano, Planner Matt Gladstone, Planner	Jenna Ostrander	Victoria Mitchell Paul Romahn Zack Meseck, Sup. Vacant Vacant

Mr. Davis called the meeting to order at 8:58 a.m.

Old Business:

Mr. Davis asked if there were any comments or corrections for the September 13th, 2022, Planning Board minutes.

Mr. Guinn moved, seconded by Mr. Thomsen to accept the September 13th, 2022, minutes of the Chenango County Planning and Development Board. All members voted ayes; motion carried.

New Business:

Nomination for Chenango County 239 Review Committee Vice-Chairperson

Mr. Butler stated that there is a vacancy for vice-chairperson for the Chenango County 239 Review Committee. Mr. Guinn asked for nominations for the position. Mr. Guinn nominated Mr. Thomsen to be the Vice-Chairperson of the Chenango County 239 Review Committee, Mr. Kucinski seconded the motion. All members voted ayes, carried.

Transportation:

Mr. Gladstone stated that they are working with Commerce Chenango to organize a meeting/conference with the larger employers in the county that see challenges with transportation. Mr. Gladstone also stated that he has received the GPS data from First Transit. Mr. Gladstone will use this data to create updated bus route maps for the county.

Agriculture:

Mr. Gladstone stated that they have completed the 8-year review of Ag District 2A. They have sent the required maps and data to NYS Ag and Markets, and Cornell. Mr. Davis stated that himself and Mr. Kucinski have been working to help move the Chenango Family Food Co-Op into the former Eicke's Restaurant in the City of Norwich. The largest obstacle with this process is finding a licensed electrician to do the work.

Airport:

Mr. Butler shared that the airport is slowing down with the winter coming. Six business flights came in during the month of September and about \$11,000 worth of fuel was sold. Mr. Butler stated that they bought another 4000 gallons of Jet Fuel. Mr. Butler also shared that they have received some complaints about the noise of the skydiving plane. Mr. Butler stated that they have informed the skydiving operation about the complaints.

Climate Smart and Clean Energy Communities Program:

Ms. Yacano stated that they have been working with Mr. Butler to make sure that all the projects that have been completed, are entered into the Climate Smart and Clean Energy Communities database. Ms. Yacano also shared that they have been working on the NYSERDA lighting grant and must obtain estimates for the lighting. They have reached out to about six companies but have only received one back. Ms. Yacano stated that they have a new experiment with the EMC. They have their own vermicomposting bin that they hope to be able to bring to local schools to educate about the importance of composting.

Broadband:

Mr. Butler stated that they have sent out an email to Interconnect to find if there has been any progress with the project. Mr. Butler has not gotten a response yet.

Housing:

Mr. Butler stated that the Red Mill project is going as planned. Bids have been received for the project. Mr. Butler stated that there are three projects waiting to be completed in the Housing Rehabilitation project before the end of the year. Greater Opportunities is looking for contractors to complete the projects.

Privilege of the Floor:

Mr. Butler

Mr. Butler stated that they were approached by a developer wanting to come to Chenango County for a large project. The developer is looking at a project that Chenango County has never seen before.

Mr. Gladstone

Mr. Gladstone stated that they are exploring the possibility of moving the location of the bike park to a different location. Mr. Gladstone stated that he has a survey out regarding the project and has about 70 responses so far.

Mr. Flanagan

Mr. Flanagan stated that the Museum District project is in phase 2 of streetscape. The project is waiting for the lighting to be hooked up through NYSEG. They are also working on a project that utilizes DRI funding.

Mr. Scrivener

Mr. Scrivener stated that they are working to upgrade all city buildings to LED lighting. Mr. Scrivener stated that Catholic Charities is coming to Planning Commission next week to discuss a warming station within city limits. Mr. Ryan asked if they have considered utilizing local churches as a warming station. Mr. Scrivener also stated that they are working on a Housing Rehabilitation program for the city.

With no further comments or business, the discussion ended at 9:40 a.m.

**NEXT MEETING: The Chenango County Planning and Development Board and 239
Review Committee will meet on November 15th, 2022**

Minutes recorded and prepared by Allison Yacano, Planner.

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

SUMMARY OF MEETING MINUTES

Date: November 15, 2022

Board of Supervisors Chambers

<u>Board Members Present</u>		<u>Staff Present</u>	<u>Guest(s) Present</u>	<u>Board Member(s) Absent</u>
Bob Davis Paul Thomsen Ted Guinn Dan Ryan	Victoria Mitchell Paul Romahn Karol Kucinski Erik Scrivener	Shane Butler, Director Allison Yacano, Planner Matt Gladstone, Planner	George Seneck Salvatore Testani Jenna Ostrander	Michael Flanagan Zack Meseck, Sup. Vacant Vacant

Mr. Davis called the meeting to order at 9:01 a.m.

Old Business:

Mr. Davis asked if there were any comments or corrections for the October 12, 2022, Planning Board minutes.

Mr. Guinn moved, seconded by Mr. Kucinski to accept the October minutes of the Chenango County Planning and Development Board. All members voted ayes; motion carried.

Mr. Davis asked if there were any comments or corrections for the October 12, 2022, 239 Review minutes.

Mr. Thomsen moved, seconded by Mr. Kucinski to accept the October minutes of the County 239 Review Committee. All members voted ayes; motion carried.

New Business:

Transportation:

Mr. Gladstone stated that they are working on a project with the Chenango County Area Agency on Aging to provide Ready-To-Go Bags, filled with essentials for senior residents. These bags will have the Get-There logo on them and provide a needed service for the community. Mr. Gladstone also stated that they will be using the data that was provided by Chenango First Transit to construct updated maps of the County bus system. Mr. Gladstone stated that they will be holding the last transportation committee meeting of the year in mid-December.

Agriculture:

Mr. Gladstone stated that NYS has filed the 8-year review of Agricultural District 2A. The next district to be reviewed will be Agricultural District 3A in 2024.

Airport:

Mr. Butler stated that October was a good month for the airport regarding fuel sales. \$17,000 worth of fuel was sold during the month of October (476 gallons of 100LL and 2,174 gallons of JetA). Multiple business flights contributed to these fuel sales. Mr. Butler stated that C&S Engineers will be presenting the 90% design for the taxiway rehabilitation. Mr. Butler also stated that they will be creating a new logo and constructing a new sign at the airport. After the logo is designed, Mr. Butler will be bringing the ideas to committee for a final decision.

Climate Smart and Clean Energy Communities Program:

Ms. Yacano stated that they have sent out letters to every school in the County in hopes that there is interest in having the EMC present about Vermi-Composting. So far, they have set up days with Sherburne-Earlville, Unadilla Valley, Norwich, Oxford, Greene, and Afton. Ms. Yacano also stated that they have partnered with the City of Norwich on the Clean Heating and Cooling Campaign. With the assistance of NEST, they will be holding an informational session at Hidden Springs Brewhouse on December 9th. Ms. Yacano stated that they are also partnering with the Village of Sherburne on this program. With the sign-ups Sherburne has obtained, the county only needs 4 more participants to reach the goal and earn Chenango County a \$15,000.00 action grant for clean energy upgrades in the county.

Broadband:

Mr. Butler stated that the deadline for the Broadband grant to be completed is June 23rd, 2023. The project is on schedule.

Housing:

Mr. Butler stated that work has begun on the Red Mill Project. They held a pre-construction meeting on October 27th. Moving forward, they plan to hold construction meetings every two weeks.

Privilege of the Floor:

Mr. Scrivener

Mr. Scrivener stated that there is a Public Hearing tonight at the City of Norwich Common Council meeting regarding the Restore NY grant application for the hotel project. Mr. Scrivener also shared that the warming center project did not pass through the Joint Committee. They are looking into other locations outside of the residential zone.

Mr. Seneck

Mr. Seneck stated that towns should consider looking into their Comprehensive Plans and updating them. It is important to include solar and renewable aspects in the Plan. Mr. Seneck also stated that their Restore NY application for a project in Guilford has fallen through.

Mr. Davis

Mr. Davis shared that the Chenango Family Food Co-Op has officially opened at their new location on East Main Street in Norwich.

Mr. Testani

Mr. Testani introduced himself as the new CEO of Commerce Chenango. They stated that they are excited to begin work on important projects in the County. Currently, they are working with the City of Norwich on their upgrades to Weiler Park.

Mr. Butler

Mr. Butler stated that they received a request from the Payne Solar Project asking if the County would be interested in serving as Lead Agency for the project. Mr. Butler advised that they should decline. Mr. Romahn motioned, seconded by Mr. Kucinski, to decline the offer of serving as Lead Agency. All members voted ayes, carried.

Mr. Butler also asked the board if they would like to hold a December meeting. Mr. Romahn moved, seconded by Mr. Thomsen, to cancel the December Chenango County Planning and Development Board meeting for December 2022.

With no further comments or business, the discussion ended at 9:33 a.m.

Minutes recorded and prepared by Allison Yacano, Planner.