

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

**SUMMARY OF MEETING MINUTES
January 14, 2014
Board of Supervisors Chambers**

Board Members Present		Staff Present	Guest(s) Present	Board Member(s) Absent
Paul Thomsen George Seneck, Sup. Ted Guinn Bruce Beadle Bob Davis	Paul Romahn Jennifer Tavares Perry Owen	Donna Jones, Planning Director Shane H. Butler, Planner Rena M. Doing, Planner	Stephen Palmatier	David Law, Sup. Sally Chirlin Dan Palmer

2014 Annual Organizational Meeting:

Ms. Jones called the Annual Organizational meeting to order at 8:05 a.m. Mr. Thomsen motioned to appoint Ms. Jones, Chairman for the Organizational meeting, second by Supervisor Seneck; all ayes motion carried.

Ms. Jones opened the floor to officer nominations. Mr. Guinn nominated Mr. Thomsen as Chairman, second by Mr. Owen; all ayes, motion carried. Supervisor Seneck nominated Mr. Romahn as Vice Chairman, second by Mr. Owen; all ayes, motion carried. Mr. Thomsen nominated Mr. Owen as Secretary, second by Supervisor Seneck; all ayes motion carried.

239 Committee:

Mr. Beadle nominated Mr. Guinn as Chairman, second by Mr. Romahn; all ayes, motion carried. Mr. Guinn nominated Mr. Beadle as Vice Chairman, second by Mr. Thomsen; all ayes, motion carried.

Mr. Romahn motioned to close the Annual Organizational meeting, second by Mr. Thomsen; all ayes, motion carried.

Ms. Jones stated Christopher Lyons, Town of Greene Planning Board, has agreed to replace long time County Planning Board member Joseph Woerter. Ms. Jones will be contacting Chairman of the Board of Supervisors Wilcox regarding appointment of a Supervisor to fill a vacant seat on the County Planning Board. The County Planning Board By-Laws state: *the County Planning Board is composed of 12 voting members, two (2) of which are County Supervisors.*

Ms. Jones will be checking the term expiration dates of existing County Planning Board members for reappointment.

Chairman Thomsen called the monthly County Planning Board meeting to order at 8:24 a.m.

Old Business:

Planning Board Minutes:

Ms. Tavares made the motion to approve the November 13, 2013 minutes; second by Supervisor Seneck. Members voted all ayes, motion approved.

Mr. Guinn made the motion to approve the November 13 & December 10, 2013, 239 Review Committee minutes; second by Mr. Romahn; vote all ayes, motion approved.

New Business:

Ms. Jones commented on the Draft 2014 NYS Energy Plan released Thursday, January 9, 2014 by the NYS Energy Board and asked for comments. Mr. Palmatier commented on some of the aspects of the Plan relating to availability of rural public transportation and the apparent disconnect in NYS government agencies with life in rural NYS.

Comprehensive Plan Update:

Ms. Jones commented the County Comprehensive Plan is close to completion and it is important to complete the Plan this year. In effort to expedite completion of the Plan, the County Planning Department will be sending sections of the Plan, to all County Planning Board members, two weeks prior to each monthly meeting, for their comments on accuracy of the information, and any additions or corrections.

The Executive Summary and Goals from the Chenango County Economic Development Strategic Plan, will be incorporated into the County Comprehensive Plan with credit given to Commerce Chenango for this contribution.

The goals listed in the Chenango County Agriculture and Farmland Protection Plan will be included.

Mr. Owen and Supervisor Seneck have offered to review the Education section of the Comprehensive Plan for any additions or corrections.

The suggestion had been made to update the 2010 Census Bureau statistics with recent data listed in the New American Community Survey. However, after a comparative review of the data the 2010 Census information appears to be the most accurate, and would maintain consistency from one Census to another.

Natural Gas Update:

Mr. Palmatier commented there has been very little activity relating to Natural Gas exploration in the County.

Norse Energy is still involved with the Bankruptcy proceedings. The NYS Supreme Court will be ruling January 21, 2014 on how the bankruptcy will proceed.

There has been some discussion with NYSE&G about the prospect of extending the existing natural gas pipeline farther into the Town of North Norwich to the Earl B. Clark Industrial Park with the possibility of offering service to residents in the hamlet of North Norwich.

There has been similar speculative discussions between Mike German of Corning Natural Gas, and Emkey Resources, LLC to extend the Emkey natural gas lines south from Preston to the Greene to provide service to business and residents.

Privilege of the Floor:

- Mr. Davis stated the Town of Guilford is still working on their Comprehensive Plan.
- Ms. Tavares reported on the recent Southern Tier Economic Development Council grant awards: Village of Greene Water & Sewer project \$30,000; Village of Oxford Main Street Program \$ 9,500; Chenango County ARC Building Project \$260,000; Chenango County Council of the Arts \$11,000; Development Chenango to Renovate City of Norwich Properties \$150,000; Chenango County Child Care Center \$100,000; Save the Sherburne Inn Project \$500,000; and the Village of New Berlin Sanitary Study \$20,000.
- Ms. Tavares also reported on the status of the NYS&W Railroad project. Two (2) Engineering firms submitted bids to engineer repairs on the railroad. The bids will be opened January 15, 2014. When the engineer study is complete they hope to move forward with repairs to reopen the railroad.
- Ms. Jones reported the County, in conjunction with Opportunities for Chenango, has secured two new Community Development Grants: First Time Homebuyers and Manufactured Housing.
- Supervisor Seneck commented on the Town of Guilford Vision Workshop for the town Comprehensive Plan. Ms. Stolzenburg has been contracted to develop the Vision statement and complete the project. The goal is to submit the draft Guilford Comprehensive Plan to the County Planning Board in April for a 239 Review.
- Mr. Owen commented on the NYS proposal of legalizing marijuana for medical use and potential planning impact.

With no further comments or business, the meeting was adjourned at 8:55 a.m.

NEXT MEETING: Tuesday, February 11, 2014 at 8:00 a.m.

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

SUMMARY OF MEETING MINUTES February 12, 2014 Board of Supervisors Chambers

<u>Board Members Present</u>		<u>Staff Present</u>	<u>Guest(s) Present</u>	<u>Board Member(s) Absent</u>
Paul Thomsen George Seneck, Sup. Ted Guinn Tom Grace, Sup.	Jennifer Tavares Perry Owen Chris Lyons Bruce Beadle	Donna Jones, Planning Director Shane H. Butler, Planner Rena M. Doing, Planner	Stephen Palmatier	Bob Davis Sally Chirlin Dan Palmer Paul Romahn

Chairman Thomsen called the monthly County Planning Board meeting to order at 8:12 a.m.

Old Business:

Planning Board Minutes:

Supervisor Seneck made the motion to approve the January 14, 2014 minutes; second by Mr. Beadle. Members voted all ayes, motion approved.

Mr. Guinn made the motion to approve the January 14, 2014 239 Review Committee minutes; second by Mr. Owen. Members voted all ayes, motion approved.

New Business:

Contact Information:

Ms. Jones introduced the new County Planning Board appointee, Chris Lyons from the Town of Greene. Board of Supervisors Chairman Wilcox also appointed Supervisor Tom Grace from Columbus as the second Supervisor to the County Planning Board.

Ms. Jones asked members to review the list of contact information and make any corrections. Mr. Dreyer is listed as an additional guest but cannot attend due to a housing meeting at the same time. Sup. Seneck stated his office phone number has changed. Mr. Beadle stated he now represents the Town of North Norwich.

Mr. Guinn recommended changing the list of 239-Review Committee members. Ms. Jones suggested having Mr. Guinn, Sup. Seneck, Mr. Thomsen, Mr. Romahn, Mr. Owen, and Mr. Beadle on the 239-Review Committee. The rest of the members will continue to serve as alternates.

Comprehensive Plan:

Ms. Jones reminded members of the process we will be using to review the Comprehensive Plan. Another section will be emailed after the meeting. Ms. Doing stated we had discussed sending a section every two weeks. The first section we allowed for an entire month to get in the habit of it.

Mr. Owen asked why one of the paragraphs was highlighted. Mr. Butler stated it needs to be verified for accuracy.

Mr. Palmatier suggested breaking out the recreational facilities from the community facilities. One goal should be to allow for ATV/motorcycle opportunities on State or County owned lands. ATV's are no longer allowed on NYS owned land. When NYS banned them from the Brookfield State Forest they were supposed to have a plan to allow them in the Pharsalia forests but it never happened. Camp Pharsalia would be adequate for this use. Mr. Guinn stated Jefferson County has extensive ATV trails. Ms. Jones stated the NYS Recreation Plan has been released recently and we should review it to see if anything is included about ATV's.

Ms. Tavares recommended editing titles and subtitles to be more clear and categorized effectively. It can be hard to identify a number of titles and subtitles and make them flow properly throughout. Mr. Owen asked if the County Planning Board mission statement would be included. Mr. Butler stated this was only the Community Facilities section but would make sure it is in the Introduction section.

Ms. Tavares asked where the goals would be identified. Ms. Jones stated the Goals and Objectives will be at the end. The goals will be discussed after all of the Sections have been edited through. Mr. Butler stated if you identify a goal while reading through the plan, write it down and it can be discussed for inclusion.

Mr. Palmatier asked if the church south of Greene offered home-schooling classes. Ms. Tavares questioned if we should include it because there are a number of people and facilities who offer home schooling courses. We would then have to include all of them.

Ms. Tavares stated not all of the area colleges were listed. Mr. Butler stated the colleges listed are the ones who offer classes within our high schools. Ms. Tavares recommended adding another subsection with all of the regional colleges as well even if they do not offer classes to high school students. It should be highlighted to our advantage the access to area colleges.

Ms. Jones stated the county pays over \$1 million in payouts to other counties due to Chenango County students attending colleges elsewhere. Ms. Tavares suggested including this problem in the Comprehensive Plan. It could spark change in the structure. Mr. Palmatier suggested having all of the colleges within a 45 mile radius of Norwich.

Sup. Senek stated there is a new court case where a County may be able to charge the town for residents who attend community colleges outside of the county. This could be a major burden on small towns. School districts also have to bus students to other schools if there is a program they do not provide and another school provides it.

Natural Gas Report:

Mr. Palmatier stated there was a meeting with consultants from the Constitution Pipeline. The discussion revolved around the Army Corps requirement to mitigate any disturbances. The company must mitigate or replace anything disturbed. The consultants had a number of inaccuracies with their data including where sites were located and who owned the property. The Planning Department will be working with the consultant to correct the errors. Many of the projects revolve around flood mitigation and wetland replacement. Initial engineering has been completed on over 100 sites. Ten sites will be selected throughout the counties where the pipeline is proposed. Approximately one or two will be located in Chenango County and is not necessarily next to the pipeline. If the project is not initially completed among the first ten, Constitution is offering a grant program. New regulations for gathering lines have also been released. A copy of those new regulations should be placed on the Planning Department website.

Mr. Palmatier stated a judge has given the Attorney General until March 7th to release documents related to the SGEIS. This is part of the lawsuit by the Norse investors. The landowners will be joining this lawsuit shortly. Mr. Palmatier and the Planning Department intend on sending comments relating to the NYS Energy Plan.

Mr. Palmatier stated he is working on a project to try and hook up the hamlet of North Norwich to natural gas. A cover letter and survey is being drawn up to send to the residents to see if they are interested. Ms. Tavares stated there may be grant money available through the Office of Community Renewal but 95% of those involved would have to respond to the survey. Another survey with family income would also have to be completed in order to qualify. Mr. Palmatier stated this would be something Erik Miller at Southern Tier East would be able to work on.

Privilege of the Floor:

Ms. Tavares brought copies of the Commerce Chenango annual report if anyone would like a copy.

Sup. Senek stated the Town of Guilford is still working on their Comprehensive Plan. A second draft will be brought to the Town Board meeting tonight for review and hopefully adopted.

Mr. Owen stated he attended the National School Board conference in Washington DC. Over 700 delegates attended and he was able to spend considerable time with Congressman Hanna and Senator Schumer. He spoke to them mainly about foreign exchange students. Universities are allowed to admit foreign exchange students for up to four years and are financially compensated for it. Local public schools are only allowed to admit for one year. Allowing a foreign exchange student to stay for four years in high school would be more beneficial. After four years they would have a better cultural understanding of our country and could be an ambassador back to their home country.

With no further comments or business, the meeting was adjourned at 9:13 a.m.

NEXT MEETING: Tuesday, March 11, 2014 at 8:00 a.m.

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

**SUMMARY OF MEETING MINUTES
March 11, 2014
Board of Supervisors Chambers**

<u>Board Members Present</u>		<u>Staff Present</u>	<u>Guest(s) Present</u>	<u>Board Member(s) Absent</u>
Paul Thomsen George Seneck, Sup. Ted Guinn Tom Grace, Sup. Bob Davis Sally Chirlin	Jennifer Tavares Perry Owen Chris Lyons Bruce Beadle Paul Romahn	Donna Jones, Planning Director Shane H. Butler, Planner Rena M. Doing, Planner	Stephen Palmatier	

Chairman Thomsen called the monthly County Planning Board meeting to order at 8:10 a.m.

Old Business:

Planning Board Minutes:

Corrections to February 12, 2014 Minutes:

- “Ms. Tavares asked where the goals would be identified” replace goals with “action items”
- “Supervisor Seneck stated “A second draft” should say “second draft of the Vision statement”

Mr. Beadle motioned to accept the February 12, 2014 minutes as corrected; second by Mr. Guinn. Members voted all ayes, motion approved.

Supervisor Seneck motioned to approve the February 12, 2014 239 Review Committee minutes; second by Mr. Owen. Members voted all ayes, motion approved.

New Business:

Ms. Jones questioned if Chemung Supply has established their business in the former Cazenovia Equipment facility on NYS Rte. 8 north of South New Berlin. Mr. Thomsen stated at this time there has been no obvious activity that anyone is aware of.

Ms. Jones stated Mr. Daniel Palmer has officially resigned from the County Planning Board, leaving a position open. Ms. Jones asked the current board members to recommend anyone that may be interested in filling the position. Ms. Tavares suggested encouraging more representation from businesses in the County. It was also suggested to reach out to the towns for recommendations. Ms. Jones will send a memo to each of the Town Supervisors.

Comprehensive Plan:

To date three (3) sections of the draft County Comprehensive Plan have been reviewed by the Planning Board members: “Community Facilities”; “Historical /Cultural Resources”; and “Chenango County Today”. Several comments have been submitted and addressed.

Discussion continued focusing on the importance of Agricultural events and services in the County. Ms. Jones commented on the recent Chenango County Historical Society Maple Event. A brochure prepared by the NYS Maple Producers Association was handed out at the County Historical event but there were no maple producers denoted in Chenango County. Chenango County has numerous maple producers that should have been mentioned at this event. The general consensus is the businesses in Chenango County may not be members of the NYS Maple Producers Association which may explain why they were not listed in the brochure.

Ms. Jones added US Senator Kirsten Gillibrand has introduced a bill requesting federal funding to revive the honey bee populations. There are several individuals in the County with a viable honey production business that have suffered major loss from the Colony Collapse Disorder affecting their honey bee population.

Mr. Guinn commented on the recent NYS Comptroller's report: "Rising Costs Hitting Homeowners and Renters Statewide". This information could be incorporated into the County Comprehensive Plan.

Mr. Lyons questioned if there is any data on the percentage of land in the County that may have been filled in reducing wetland areas. Ms. Jones stated the Planning Department has data available on flooded properties but nothing relating to filling or dredging. It is questionable if NYSDEC would have records.

Ms. Jones commented on the military's Innovative Readiness Training Program (IRT) <http://irt.defense.gov/> proposed for Chenango County in 2015 or possibly 2014 if another area should drop out of the program. The initial phase of the training program is to offer medical, dental and veterinary services to the residents living within a designated radius of Norwich. Mr. Owen stated Norwich City School Superintendent Sullivan expressed interest in allowing the military Reservists to utilize the Norwich City School campus on Midland Drive which abuts the Chenango County Fairgrounds. This entire complex would offer access to classrooms, showers, adequate parking for the public, in addition to a camping area for the Reservists. Mr. Owens also suggested this program may be an opportunity to utilize the services of the DCMO BOCES nursing students to triage the patients.

Natural Gas Report:

Mr. Palmatier commented on the Norse Energy and Trustee lawsuits. The Trustee case hearing had been scheduled for March 7, 2014 however, at this time it has been rescheduled to an undetermined date in April and will be combined with the Joint Landowners Coalition lawsuit relating to delay of completing the SGEIS. NYS Attorney General Schneiderman alleged the Trustee has no grounds to sue NYS, as he is not a natural gas operator. In addition the NYS Attorney General has made several allegations disputing the lawsuit relating to Norse Energy

Mr. Palmatier commented on the Constitution Pipeline wetlands projects. A requirement of the project is to establish wetlands in the County to compensate for the loss or change in established wetlands along the proposed pipeline route. One hundred (100) properties were evaluated in the counties along the proposed pipeline route. There were nineteen (21) properties evaluated in Chenango County, but not all meet the criteria. Four sites have been considered: Three (3) T. Afton: One (1) Town of Preston. Preliminary engineered plans were provided to landowners and municipalities. The list of proposed projects was also provided to Isaiah Sutton, a local Land Trust representative.

Privilege of the Floor:

- Mr. Davis and Supervisor Senek commented on the Town of Guilford Comprehensive Plan progress. They are finishing the editing and formatting with the consultant. A completion target date is proposed for the end of the month. The SEQR and Public hearings will be scheduled for the same time upon completion.

With no further comments or business, the meeting was adjourned at 8:57 a.m.

NEXT MEETING: Tuesday, April 8, 2014 at 8:00 a.m.

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

**SUMMARY OF MEETING MINUTES
April 8, 2014
Board of Supervisors Chambers**

<u>Board Members Present</u>		<u>Staff Present</u>	<u>Guest(s) Present</u>	<u>Board Member(s) Absent</u>
Paul Thomsen George Seneck, Sup. Ted Guinn Tom Grace, Sup. Sally Chirlin	Perry Owen Chris Lyons Paul Romahn	Donna Jones, Planning Director Shane H. Butler, Planner Rena M. Doing, Planner	Stephen Palmatier Debralee Foster Jean Stukel	Jennifer Tavares Bruce Beadle Bob Davis

Chairman Thomsen called the monthly County Planning Board meeting to order at 8:10 a.m.

Old Business:

Planning Board Minutes:

Mr. Romahn motioned to accept the March 11, 2014 minutes; second by Mr. Owen. Members voted all ayes, motion approved.

Mr. Guinn motioned to approve the March 11, 2014 239 Review Committee minutes; second by Sup. Seneck. Members voted all ayes, motion approved.

New Business:

Ms. Jones introduced Debralee Foster from the Town of Smyrna Planning Board. She is sitting in to see if she would like to join the County Planning Board, replacing Dan Palmer who turned in his resignation letter last month.

Comprehensive Plan:

Ms. Jones asked if anyone had comments on the two sections of the comprehensive plan to be reviewed; the Introduction and Infrastructure sections.

Mr. Owen recommended changing the name of the plan with the possibilities of using the words “footprint, beacon, goal, forward, or excelsior”. Mr. Thomsen recommended the phrase “key to growth”.

Mr. Palmatier recommended adding language on page 12 of the Infrastructure section regarding the lack of availability of three-phase power. Three-phase power helps to encourage development. He will also work to update the natural gas infrastructure section on pages 12 and 13. Ms. Jones stated Mr. Palmatier will be working to identify which areas of the county have access to three-phase power. It will then be mapped. Mr. Lyons stated the three-phase power is generally limited by the number of nearby substations and the amount of capacity each holds. Mr. Thomsen stated the company would have to submit a proposal to NYSEG with an estimate of how much power they would need. Based on the estimate, NYSEG would decide whether or not an expansion would be warranted and at whose cost. Mr. Palmatier stated it would depend on the distance and whether or not it is economical.

Mr. Owen asked if solar energy would be included in this section. Mr. Butler stated it is within another section already.

Mr. Lyons asked if we should start thinking of goals. They are generally the hardest to come up with. Ms. Jones stated if you think of any goals to let the Planning Department know. It is good to have an idea of how to achieve the goal as well.

Trainings:

Ms. Jones reminded members to sign up for the NYSDOS training to be held on April 28th. The topics will be Enforcement of Zoning and Case Law Update. Planning Board members must have four hours of training per year. Ms. Jones also read an announcement for a NYSDEC webinar regarding the new SEQR forms.

Sup. Seneck asked who chose the topics because most of the towns do not have zoning. Ms. Doing stated a lot of the area villages have signed up for the training because they have zoning. Ms. Jones stated the Planning Department picks the topics but it also depends on the availability of trainers. There are a lot of cases coming down from the appellate division of the NYS courts.

Natural Gas Report:

Mr. Palmatier gave an update on natural gas;

- There have been several FERC hearings on the Constitution Pipeline including one in Afton. An extension of the pipeline would run into the Village of Bainbridge and will also connect Amphenol in Sidney. Areas with natural gas availability have a greater advantage in attracting economic development.
- Leatherstocking pipeline would like to connect a natural gas line from Smyrna to Sherburne. The dog food factory is expanding and would love to have natural gas at their facility.
- He will be calling Emkey to schedule a meeting for May or June to give an update on their intentions for the Summer.
- Jim Bays, Deputy Commissioner of NYS Ag and Markets called and asked Mr. Palmatier to update the proposal on utilizing Camp Pharsalia for a test well to be drilled. The facility would act as an education and research facility for the public.
- We are still waiting for the Governor to make a decision. The court cases may bring out a decision and finally settle this after five years.

Privilege of the Floor:

- Ms. Chirlin stated the Town of North Norwich held a Planning Board meeting recently. John Scheuerman has resigned as Chairman but will still sit on the board. They hope to have a comprehensive plan passed at the next meeting. Ms. Doing asked if there was any mention of the natural gas survey in the Hamlet of North Norwich. Ms. Chirlin stated she was unaware of the survey but would look into it.
- Sup. Grace stated there is a proposed 28 lot, 350 acre, subdivision in the Town of Columbus. Each lot has road frontage and the Highway Superintendant has looked at the plans and made his recommendations. Some residents are passing around a petition and would like a moratorium to update the Town of Columbus Subdivision Regulations. There is a meeting on Thursday where the application will be submitted. The application will be sent for a 239-Review. Mr. Guinn stated there are usually a lot of covenants on the property. They generally advertise the lots downstate and the buyers don't come to develop the lot or construct a hunting camp.
- Sup. Seneck stated the Town of Guilford made two pages of edits to their comprehensive plan. They hope to finalize the document soon and will submit it for a 239-Review next month.

With no further comments or business, the meeting was adjourned at 8:47 a.m.

NEXT MEETING: Tuesday, May 13, 2014 at 8:00 a.m.

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

**SUMMARY OF MEETING MINUTES
May 13, 2014
Board of Supervisors Chambers**

<u>Board Members Present</u>		<u>Staff Present</u>	<u>Guest(s) Present</u>	<u>Board Member(s) Absent</u>
Paul Thomsen George Seneck, Sup. Tom Grace, Sup. Sally Chirlin	Chris Lyons Paul Romahn Jennifer Tavares Bob Davis	Donna Jones, Planning Director Shane H. Butler, Planner Rena M. Doing, Planner	Stephen Palmatier Debralee Foster C. Wells Horton	Bruce Beadle Perry Owen Ted Guinn

Chairman Thomsen called the monthly County Planning Board meeting to order at 8:10 a.m.

Old Business:

Planning Board Minutes:

Supervisor Seneck motioned to accept the April 8, 2014 minutes; second by Mr. Romahn. Members voted all ayes, motion approved.

Mr. Romahn motioned to approve the April 8, 2014 239 Review Committee minutes; second by Sup. Seneck. Members voted all ayes, motion approved.

New Business:

Comprehensive Plan:

Ms. Jones asked if anyone had comments on the Demographics and Land Use sections of the Comprehensive Plan.

Ms. Jones stated the Demographics section will be updated with the recently released 2012 Farm Census data. Chenango County lost 80 operating farms in the past 5 years, however statistics indicate land use has increased. This may be due to existing farms renting or merging land for crops, etc. A more in depth comparison will be made in relation to surrounding counties.

Ms. Jones commented on the Southern Tier Regional Economic Development Council Certified Funding Application Workshop held on Friday, May 9th, relating to New York's emphasis on consolidation of services and potential options to assist the Agriculture Industry.

Ms. Tavares questioned if Cornell Co Operative Extension might have additional information relating to Agriculture grant opportunities.

Ms. Jones stated a "Needs Assessment" will be required before any grant applications can be submitted. Possibly the Chenango County Agriculture and Farmland Protection Plan could meet the requirements of a "Needs Assessment".

Ms. Tavares commented on the Agriculture Business grant program offered by Commerce Chenango. The Dairy Revolving Loan fund grant has ~ \$ 200,000 available but has had little activity. The program has been revised in relation to the ratio of the number of cows and employees to encourage more applications and expanded to support other dairy related businesses. The primary goal is viability and sustainability. The program has been advertised but may need additional outreach to encourage potential candidates to apply.

Ms. Chirlin questioned if there is any way to determine available acreage in the County that is not presently part of a farming operation but could be utilized for crops, grazing, etc.

Supervisor Seneck commented on the Demographic Profile section stating New Berlin was lacking from the section.

Mr. Lyons suggested updating reference to Raymond's, page 8, to Raymond Corporation.

Mr. Palmatier commented on the Labor Force section, stating consideration should be given to per cent of Agriculture employment and he will provide additional information to update the section on Training Opportunities.

Ms. Tavares stated Commerce Chenango has recently updated the Major Employers list and will provide a copy for the Comprehensive Plan. They would also like to utilize Micro-Enterprise program funds to re-instate the education component of the program.

Ms. Jones stated NYS requires use of all loan income monies for continuing programs.

Supervisor Seneck questioned if there is data in the census relating to agriculture operations and number of farm workers needed. For example Dairy operations vs Fruit/Vegetable operations. Fruit/Vegetable operations would appear to be more labor intensive.

Mr. Palmatier commented on the Land Use section, page 6, suggesting the importance of addressing the decline of viable small villages and hamlets in the county, primarily due to loss of post offices and general stores serving the immediate area. Discussion continued on how the "big box stores" have contributed to the loss of small retail operations. Mr. Horton commented that for a small business to survive they need to specialize their services, Mayhood's Sporting Goods is a good example.

Ms. Tavares stated she will provide additional information for the section on housing and the railroad.

Natural Gas Report:

Mr. Palmatier gave an update on natural gas;

- A recent survey was sent to residents in the hamlet of North Norwich requesting comments on accessing natural gas from NYSE&G. The survey was prepared as a joint effort by the Supervisor Wansor, Town of North Norwich, Chenango County Planning and Commerce Chenango.
- Leatherstocking Gas Company is in discussion with the Villages of Smyrna and Sherburne to provide natural gas from the Emkey Resources natural gas wells.
- Raymond Corporation has been in discussions with NG Advantage to switch from propane to compressed natural gas.
- The Landowners/Norse Energy court cases were recently heard, but no decision at this time.
- On June 3rd the NYS Court of Appeals will be hearing the Dryden/Middlefield cases.

Privilege of the Floor:

Ms. Tavares commented on the progress of the NYS&W Railroad project. The Engineers have nearly completed the field assessment. The rail ties are in good shape, but there have been additional washouts and the bridge boards are in poor condition. However they are optimistic about the project moving forward and may have a final report by mid-June or July.

Ms. Tavares stated Norwich Meadows is leasing a portion of the Earl B. Clark Park to expand their business, with the prospect of leasing the entire property in the future.

With no further comments or business, the meeting was adjourned at 8:50 a.m.

NEXT MEETING: Tuesday, June 10, 2014 at 8:00 a.m.

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

**SUMMARY OF MEETING MINUTES
June 10, 2014
Board of Supervisors Chambers**

<u>Board Members Present</u>		<u>Staff Present</u>	<u>Guest(s) Present</u>	<u>Board Member(s) Absent</u>
Paul Thomsen George Seneck, Sup. Tom Grace, Sup. Sally Chirlin Bruce Beadle Ted Guinn	Chris Lyons Perry Owen Paul Romahn Jennifer Tavares Bob Davis	Donna Jones, Planning Director Shane H. Butler, Planner Rena M. Doing, Planner	Stephen Palmatier	

Chairman Thomsen called the monthly County Planning Board meeting to order at 8:06 a.m.

Old Business:

Planning Board Minutes:

Mr. Romahn motioned to accept the May 13, 2014 minutes; second by Mr. Guinn. Members voted all ayes, motion approved.

Mr. Romahn motioned to approve the May 13, 2014 239 Review Committee minutes with a correction to change the date at the bottom of page two to June 10th instead of June 13th; second by Sup. Seneck. Members voted all ayes, motion approved.

New Business:

Comprehensive Plan:

Ms. Jones asked if anyone had comments on the Recreation or Energy Resources sections of the Comprehensive Plan.

Mr. Palmatier provided comments on the Recreation Section from himself and Audrey Robinson and will provide comments on the Energy Section as well. A decision on the Dryden and Middlefield cases could change a large chunk of this section.

Mr. Palmatier received a copy of the Community Health Assessment provided by the Chenango County Department of Public Health. Approximately one-third of the population of a certain age are categorized as disabled. We need to find a way to bring these individuals back into the workforce. Some of the information should be added to the comprehensive plan. Ms. Tavares stated Cornell completed a study similar to this and found approximately 25% were disabled in Chenango County. Ms. Doing asked what they consider as the definition of disabled. Mr. Guinn wondered if it was based off of the SSI numbers or permanent disability. Mr. Guinn asked where Chenango County ranked compared to other counties. Ms. Tavares stated her impression was we were above average.

Ms. Jones asked if businesses other than CWS sought out disabled workers. Ms. Tavares stated Price Chopper and Tops try to. Mr. Palmatier stated Golden Artist Colors recruits from Pathfinder Village. We should find out how the program is managed so that other businesses can pursue this as well. Mr. Owen stated there is a very successful program at the Norwich City School where students work with an adult at CWS once or twice a week. The student is trained, paid, and is offered free checking at NBT in order to teach them financial skills.

Mr. Davis recommended adding Six on the Square in Oxford. Sup. Seneck asked if local events such as Guilford Days should be included. Last year's event brought in approximately 1200 people. Ms. Jones asked if Commerce Chenango had a spreadsheet of all of the events in the county. Ms. Tavares stated Audrey probably has a list. There is the Afton Ice Carnival, Afton Fair, and Apple Fest in Greene as well.

Ms. Jones stated all of the sections have been reviewed and we now need to start looking at goals. The Planning Department will decide how to come up with the goals and let everyone know. Mr. Lyons asked if the reviewed sections could be emailed to all of the members.

Natural Gas Report:

Mr. Palmatier gave an update on natural gas;

- The Dryden and Middlefield hearings at the Court of Appeals were held on June 3rd. He is not sure how they would rule. Cliff Tamsett thought it would be overturned with the ruling that towns could not ban natural gas drilling.
- Emkey came and gave a quarterly presentation to the natural gas advisory committee about their intentions for the coming year. They do not plan to drill any wells but will be doing work-overs at some of the existing wells. To fix the water issues at the wells, they plan to use soap and a compressor in order to lighten the water, reduce the pressure, and pump it out.
- Emkey has the proposed pipeline completely surveyed. They intend to have the pipeline ready for permitting but will wait to apply for the permit until there is an indication drilling will be allowed.

Mr. Guinn saw a rig on County Road 16 recently. Mr. Palmatier stated this is a work-over rig. Ms. Jones stated a company is installing natural gas into the Village of Hamilton. Mr. Palmatier stated it is likely there will be natural gas to Sherburne soon. Baillee Lumber cannot keep up with their kiln drying using woodchips and will need a supplemental source of energy.

Privilege of the Floor:

Mr. Beadle stated there are more listings than sales at this time. Listings are beginning to accumulate.

Ms. Tavares announced she will be leaving for a position as the President of the Tompkins County Chamber of Commerce. She will be leaving in four weeks.

Mr. Grace stated the major subdivision has been approved although some neighbors are not happy. The DEC is still looking at the pond issue but he did not think anything would come out of it.

Sup. Seneck stated they will be emailing the final draft of the Town of Guilford Comprehensive Plan for 239 Review at either the July or August meetings. The Town Board meets on Wednesday to decide on a date for the public hearing. Ms. Jones asked if they could provide at least 30 days to review since it is such a detailed document.

With no further comments or business, the meeting was adjourned at 8:31 a.m.

NEXT MEETING: Tuesday, July 8, 2014 at 8:00 a.m.

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

**SUMMARY OF MEETING MINUTES
July 8, 2014
Board of Supervisors Chambers**

<u>Board Members Present</u>		<u>Staff Present</u>	<u>Guest(s) Present</u>	<u>Board Member(s) Absent</u>
Paul Thomsen George Seneck, Sup. Tom Grace, Sup. Bruce Beadle	Chris Lyons Paul Romahn Bob Davis	Donna Jones, Planning Director Shane H. Butler, Planner Rena M. Doing, Planner	Stephen Palmatier Debralee Foster	Perry Owen Ted Guinn Sally Chirlin

Chairman Thomsen called the monthly County Planning Board meeting to order at 8:10 a.m.

Old Business:

Planning Board Minutes:

Supervisor Seneck motioned to accept the June 10, 2014 minutes; second by Mr. Romahn. Members voted all ayes, motion approved.

Mr. Beadle motioned to approve the June 10, 2014 239 Review Committee minutes; second by Sup. Seneck. Members voted all ayes, motion approved.

New Business:

Comprehensive Plan:

Ms. Jones stated all sections of the County Comprehensive Plan have been reviewed and updated. At this time we are waiting for the County Strategic Plan currently under review by Commerce Chenango. The section relating to the County Airport is outdated and Mr. Palmatier will be discussing this section with Mr. McIntosh. Mr. Palmatier stated the final County Strategic Plan updates should be completed this week prior to Ms. Tavares leaving her position at Commerce Chenango.

Ms. Jones stated the Planning Department and Mr. Palmatier are preparing a list of goals for the Comprehensive Plan. This will be circulated to the County Planning Board members for comments and suggestions.

Supervisor Seneck questioned if the SEQRA has been prepared. Ms. Jones stated the SEQRA has been completed but will need to be updated to the new forms.

Ms. Jones stated after the Comprehensive Plan goals are approved the next step will be the public hearings, then submit the final draft to the County Board of Supervisors for approval.

Ms. Jones commented that the Mission Statement for the Comprehensive Plan was approved by the County Planning Board in June 2010 and submitted to the County Planning Committee for approval. However, the County Planning Committee did not give their final approval. Ms. Jones would like a motion from the Board to resubmit the Mission Statement to the County Planning Committee. Supervisor Seneck made the motion to resubmit the County Comprehensive Plan Mission Statement to the County Planning Committee for comments and approval; second by Mr. Romahn. Members voted all ayes, motion approved.

Natural Gas Report:

Ms. Jones and Mr. Palmatier commented on the recent NYS Court of Appeals decision, announced June 30, 2014, relating to the towns of Dryden/Middlefield cases on their authority to ban natural gas exploration in their respective towns. The NYS Court of Appeals voted 5-2 in favor of the town's rights to ban natural gas exploration.

Ms. Jones reminded the Board Members this decision allowing municipalities to ban natural gas exploration only applies if the municipality has Zoning Laws. However, before Zoning can be passed by a municipality it must have a Comprehensive Plan which identifies a potential need for Zoning. At this time the City of Norwich, five (5) Villages and eight (8) towns have approved Comprehensive Plans. The Town of Guilford's Comprehensive Plan is nearly complete, but Supervisor Seneck commented their plan does not address the need for Zoning.

If a municipality is considering a moratorium on natural gas exploration they must include a reason, guidelines and a timeline for reaching the proposed goal stated for enacting a moratorium.

Supervisor Grace questioned if there is any recourse to appeal the recent Court of Appeals decision? Mr. Palmatier stated there has been some rumors as to what recourse the attorneys could consider for landowners in favor of natural gas development in NYS. There has been discussion about initiating a "Takings" lawsuit based on violation of the Fifth and Fourteenth Amendments in the U.S. Constitution. Another lawsuit possibility relates to Zoning where specific areas are designated, not a blanket ban throughout the entire municipality. A group known as the: "Southern Tier Residents for Economic Independence" is lining up support from national unions to finance potential lawsuits.

Mr. Davis commented on the potential of a shift in control in the NYS Senate which could result in support of the moratorium on natural gas development that was recently passed by the NYS Assembly. A State moratorium could prohibit high volume hydraulic fracturing for natural gas development indefinitely.

Mr. Davis questioned natural gas pricing? Mr. Palmatier commented natural gas pricing at ~ \$4.00+/- mcf has proved to be beneficial for the natural gas exploration companies. In PA lower gas prices still allow for affordable development due to availability of infrastructure to move and sell the gas.

Mr. Palmatier commented on a visit by Blair Horner, Legislative Director of NYPIRG (New York Public Interest Research Group) at the Preston Town Board Meeting. Mr. Horner requested copies of the Natural Gas Lease Agreement between the Town of Preston and Gastem. In addition to the Town Resolution stating no decision would be made by the Town of Preston relating to Natural Gas and would support NYSDEC.

Privilege of the Floor:

- Ms. Jones stated that Debralee Foster, Town of Smyrna Planning Board, will be appointed to the County Planning Board Monday, July 14, 2014 by the Board of Supervisors. Ms. Tavares has officially resigned and suggested appointment of Bryan McCracken as a member to represent Commerce Chenango. In addition to working with Commerce Chenango Mr. McCracken is an Alderman in the City of Norwich.
- Supervisor Grace stated the proposed Town of Columbus Site Plan Review Law will be approved.
- Mr. Davis stated the Town of Guilford draft Comprehensive Plan addresses infringement on Agriculture Districts and was uncertain how to address this. Mr. Butler commented that NYS Ag & Markets regulations suggests a worksheet to be provided to individuals considering acquiring property in an Agriculture District.
- Mr. Thomsen commented on a proposed Bird Sanctuary that has been rumored at the old golf course property on NYS Rte. 8. At this time there is no additional information if this will be planted as a natural habitat sanctuary or have penned areas.

With no further comments or business, the meeting was adjourned at 8:30 a.m.

NEXT MEETING: Tuesday, August 12, 2014 at 8:00 a.m.

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

**SUMMARY OF MEETING MINUTES
August 12, 2014
Board of Supervisors Chambers**

<u>Board Members Present</u>		<u>Staff Present</u>	<u>Guest(s) Present</u>	<u>Board Member(s) Absent</u>
Paul Thomsen George Seneck, Sup. Tom Grace, Sup. Bruce Beadle	Chris Lyons Perry Owen Ted Guinn Bob Davis	Donna Jones, Planning Director Shane H. Butler, Planner	Stephen Palmatier Bryan McCracken	Paul Romahn Sally Chirlin

Chairman Thomsen called the monthly County Planning Board meeting to order at 8:10 a.m.

Old Business:

Planning Board Minutes:

Mr. Davis stated the Town of Guilford Comprehensive Plan does address agricultural infringement. Supervisor Seneck motioned to accept the July 8, 2014 minutes with modifications by Mr. Davis; second by Mr. Beadle. Members voted all ayes, motion approved.

Mr. Davis motioned to approve the July 8, 2014 239 Review Committee minutes; second by Sup. Seneck. Members voted all ayes, motion approved.

New Business:

Comprehensive Plan:

Ms. Jones stated the Planning Department is working on the goals and strategies. We will need to hold a public hearing for the SEQR. The plan will go to committee and then to the Board of Supervisors where we will need to hold two public hearings prior to the adoption.

Mr. Palmatier sent information to Commerce Chenango regarding the airport which should be the final bit of information for the strategic plan. The goals of the strategic plan will be referenced as part of the comprehensive plan goals.

Solex Energy:

Ms. Jones was approached by the owner of Solex Energy. The company provides consultation on co-generation and energy efficiency for municipal buildings and school districts. Solex joined a conference call with Ms. Jones and Mr. Palmatier to discuss the process. The company will come in and provide a free energy audit and report to the County. Based on the report, the County can decide whether or not to proceed. If the County wishes to proceed, Solex will consult the County through the steps including writing the RFP. The County decides which contractor they would like to work with. Solex will write the grant through NYSERDA. One of their consultants is a former employee of NYSERDA and knows all about the different programs. If the County wishes to proceed, Solex is paid a commission by the contractor, not the County. Solex is currently working with Schoharie County and it is estimated they will save \$250,000 over a four year period.

Mr. McCracken suggested sending the information to all municipalities. Ms. Jones stated this was the intention along with the school districts.

Mission Statement:

Ms. Jones stated the mission statement was approved back in 2010 with a lot of help from Mr. Owen. The mission statement was brought to committee where it was tabled and never brought up again. We would like to have the mission statement in the comprehensive plan but need it to be approved by the Board of Supervisors.

Mr. Guinn motioned to approve the County Planning Board mission statement and forward it to the Planning & Economic Development Committee for their approval, seconded by Mr. Owen. Members voted all ayes, motion carried.

Natural Gas Report:

Mr. Palmatier reported;

- He attended the IOGA meeting last month. Normally the meeting is standing room only but this year only about one-third of the chairs were full.
- The Town of Avon is in negotiation with Lenape Resources to allow for traditional natural gas drilling. A law firm has planned to sue the Town of Avon based on mineral law and the Syracuse Aggregate case. Mr. Palmatier wondered if the same could apply to pipelines and the attorneys were going to look into this.
- Takings claims will likely be pursued but will probably come out of Colorado and end up in the US Supreme Court where precedent will be set for others.
- Emkey is reworking some of their wells. They have taken some of the brine collection tubing out of some of the wells and has increased the amount of natural gas production from the well by 40%. With favorable natural gas prices, Emkey will probably start drilling more wells next year.

Chairman Thomsen asked if there was any feeling from Albany. Mr. Palmatier stated Zephyr Teachout and Robert Astorino are going to run against Governor Cuomo. Mr. Astorino attended the IOGA meeting.

Privilege of the Floor:

- Mr. McCracken stated there are 17 applicants for the position at Commerce Chenango. Interviews will start soon. There are a few larger projects which could come into fruition in the near future. The Salvation Army Building is near complete and is beginning to be occupied by the Artists Palette. They would like to open on August 22nd. The railroad report will be presented to the IDA tomorrow. They feel it is possible to improve the railroad to a higher class than expected but it depends on the price of the railroad ties. IDA owns the line but a required 10-year lease is in place with NYSW.
- Mr. Guinn stated the Town of Norwich is still working with Auto Zone. A revised site plan was sent to NYSDOT.
- Mr. Beadle stated they have more properties listed than they ever had. Mr. Palmatier stated there is an Amish community looking for three contiguous farms within 3 miles. Any suggestions should go to Ken Smith at CCE.
- Sup. Grace stated a public hearing will be held for the Site Plan Review Law on Thursday. He does not see any opposition to the law. The Town of Columbus is working on selling the town hall because it would not be worth the investment to fix. The building is an old church.
- Sup. Seneck stated a public hearing on the Town of Guilford Comprehensive Plan will be held Wednesday at 7:00 pm.
- Mr. Owen stated it was nice to see the unemployment rate in Chenango County lower than the national average. He had concerns about a property on Birdsall Street who was having a daily yard sale. It has since been cleaned out but noticed another on Route 12 south of Norwich. Mr. Beadle stated he has had owners give up on trying to sell property due to the condition of neighboring properties.

With no further comments or business, the meeting was adjourned at 8:50 a.m.

NEXT MEETING: Tuesday, September 9, 2014 at 8:00 a.m.

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

**SUMMARY OF MEETING MINUTES
September 9, 2014
Board of Supervisors Chambers**

<u>Board Members Present</u>		<u>Staff Present</u>	<u>Guest(s) Present</u>	<u>Board Member(s) Absent</u>
Paul Thomsen George Seneck, Sup. Tom Grace, Sup. Paul Romahn Sally Chirlin Debra Foster	Chris Lyons Perry Owen Ted Guinn	Donna Jones, Planning Director Shane H. Butler, Planner Rena M. Doing, Planner	Stephen Palmatier	Paul Romahn Bruce Beadle Bob Davis Bryan McCracken

Chairman Thomsen called the monthly County Planning Board meeting to order at 8:05 a.m.

Old Business:

Planning Board Minutes:

Supervisor Seneck motioned to accept the August 12, 2014 minutes by Mr. Guinn; second by Supervisor Seneck. Members voted all ayes, motion approved.

Supervisor Seneck motioned to approve the August 12, 2014 239 Review Committee minutes; second by Mr. Guinn. Members voted all ayes, motion approved.

New Business:

Comprehensive Plan:

Ms. Jones stated the Planning Department will be working on finalizing the goals and strategies this afternoon. The public notice to hold a public hearing for the SEQR was approved. The plan will go to committee and then to the Board of Supervisors where we will need to hold two public hearings prior to the adoption.

In addition to finalizing the goals and strategies we are waiting on the final review of the Commerce Chenango Strategic Plan goals, for inclusion in the County Comprehensive Plan. The goal is to bring the draft to the County Planning Board, in October, for a 239 review, then to Planning Committee for their review and comments in November, in addition to advising all adjacent Counties of the County Comprehensive Plan. If there is a delay or problem meeting the proposed timeline everything will have to wait until January 2015, as there are no Committee meetings in December.

Comprehensive Plan Mission Statement:

Ms. Jones advised the Planning Board members of a minor change in the wording of the first objective in the Mission Statement to read: "To provide periodic updates to the Comprehensive Plan". Mr. Romahn motioned to accept the change in wording in the Mission Statement and to submit to the Planning Committee for approval, second by Sup. Seneck

Ms. Jones announced the appointment of Bryan McCracken and Debra Lee Foster as members of the County Planning Board, by the County Board of Supervisors.

Natural Gas Report:

Mr. Palmatier reported:

- Emkey continues to survey areas south of the Blood well, Town of Preston, for the potential construction of a new pipeline
- Due to the abundance of natural gas flowing into the pipes from the Pennsylvania wells, the price is too low, at this time, for Emkey Resources to consider drilling any new wells.

- Mr. Palmatier coordinated a meeting with Stephen Harris, Dir. Real Property Tax, Richard Rifanburg, Town of Plymouth Assessor and Mr. Stephen Keyes, Emkey, VP Northeast Operations to discuss re-evaluation of the Emkey property where the former Diehl Compressor station was located. Mr. Palmatier stated he felt it was a positive meeting and the assessment would be lowered to reflect the change in use. This meeting was the result of a proposed lawsuit against the Town of Plymouth by Emkey.
- Mr. Palmatier had considered scheduling a well tour for the Public Health meeting planned in the Southern Tier but to date none of the drilling companies have expressed interest in offering a tour. Natural Gas exploration companies have basically lost interest in doing any business in NYS.

Privilege of the Floor:

- Ms. Jones commented on the County funded Commerce Chenango project, “Chenango Lodging Study”. Conversation focused on the issue of the majority of the existing lodging in the County is substandard. The recently remodeled Sherwood Hotel in Greene is the exception. The Sherwood is limited by space and competition from neighboring Broome County where the City of Binghamton has more accommodations available, in addition to fine dining and entertainment. Mr. Palmatier added that Corporations often have arrangements for discounts for their corporate representatives to stay at the larger hotels when they visit an area.
Ms. Jones added the report indicated the County is losing \$60,000-70,000 in sales tax due to lack of adequate lodging.
- Ms. Jones reported the IRT Military Training Program continues to move forward and is tentatively scheduled for July 2015.
- Mr. Thomsen commented on reading an article in the Country Folk Magazine about a Cornell Water Study which indicated natural gas well drilling was not found to be detrimental to private water well supplies. Mr. Palmatier has requested a copy of the study but to date has not been successful.
- Mr. Guinn stated the Auto Zone project in the Town of Norwich is moving forward.
- Sup. Grace stated the T. Columbus is moving forward with the Public Hearing on the SEQRA for the Site Plan Review law. The Town has been struggling with how they plan to address the use of the old Town Hall and if they should spend money to update and repair the building. Their Town Board has opted to put it on the ballot for voter input on how this should be addressed.
- Sup. Senek stated they are continuing to move forward with the Town of Guilford Comprehensive Plan. After addressing public comments, which he felt were 90% positive, and ironing out some problems with publication of the Public Notice in the Evening Sun, they have scheduled the second public hearing. Ms. Jones commented there have been several issues at the Evening Sun with the timeline and electronic submission for Public Notifications. As a reminder it is also important to post notification on the designated Town bulletin board.

With no further comments or business, the meeting was adjourned at 8:40 a.m.

NEXT MEETING: Wednesday, October 15, 2014 at 8:00 a.m.

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

**SUMMARY OF MEETING MINUTES
November 12, 2014
Board of Supervisors Chambers**

<u>Board Members Present</u>		<u>Staff Present</u>	<u>Guest(s) Present</u>	<u>Board Member(s) Absent</u>
George Seneck, Sup. Paul Romahn Sally Chirlin Paul Romahn Bryan McCracken	Chris Lyons Perry Owen Ted Guinn Bob Davis	Donna Jones, Planning Director Shane H. Butler, Planner		Bruce Beadle Paul Thomsen Tom Grace, Sup. Perry Owen Debra Foster

Chairman Thomsen called the monthly County Planning Board meeting to order at 8:11 a.m.

Old Business:

Planning Board Minutes:

Supervisor Seneck motioned to accept the September 9, 2014 minutes by Mr. Guinn; second by Supervisor Seneck. Members voted all ayes, motion approved.

Supervisor Seneck motioned to approve the September 9 and October 15, 2014 239 Review Committee minutes; second by Mr. Guinn. Members voted all ayes, motion approved.

New Business:

Comprehensive Plan:

Ms. Jones asked whether or not the Planning Board would like to meet in December. The Comprehensive Plan will go to committee in February since there is no December meeting and reorganization will be in January. Assuming this, the plan would be adopted in April after a public hearing. Ms. Chirlin stated she will not be at the January or February meeting.

Ms. Chirlin motioned to not have a December Planning Board meeting but to have a 239-Review Committee meeting as needed, seconded by Mr. McCracken. Members voted all ayes, motion carried.

Ms. Jones stated the mission statement was adopted by the Board of Supervisors at the last meeting.

Consultant's Report:

Ms. Jones stated Mr. Palmatier is at the IOGA meeting and gave an update on what he has been working on.

- Workforce Development:
 - Traveling around to area businesses to find out what kinds of skills they would like their employees to have. Because he understands the manufacturing terminology and the types of machines they use, it makes it easier to connect the dots.
 - Working with Jason Zbock, Executive Director at SUNY Morrisville – Norwich Campus, to see what Morrisville could offer as far as training. They would like to put together a four-hour Excel program for area businesses based on their specific needs. Morrisville staff would be teaching the employees.
 - Met with Technofil in Sherburne. They are based out of Peru and have been struggling to find supplies and other services locally and have had to bring them from Peru. They would like to make it easier and more cost-effective by being able to find what they need locally.
 - Mr. Palmatier is now the Chairperson for the Job Service Employers Council. He is trying to expand their membership and have more businesses be involved.

- Job Skills Matrix: Mr. McCracken stated Mr. Palmatier has been working with him on an industry job skills matrix. Many employees have problems with basic life skills and it isn't the manufacturer's job to train them. Mr. Palmatier has come up with a matrix with different levels of skills starting with basic life skills on the bottom, followed by administration skills, technical skills, and then management skills. Each one progressively gets higher on pyramid.
- Transportation:
 - 511NY/RideShare Program: Mr. Butler stated New York State has a program where they offer the website for a transportation program allowing residents to find ridesharing among other residents. A person can go on the website and select the route they need to take and at what time. They can find others with the same necessities and share transportation. We can tabulate these trips and find out if there is demand for a bus or larger mode of transportation from common points at certain times. This should improve the transportation issues within the county.

Privilege of the Floor:

- Mr. Lyons stated The Raymond Corporation is finishing their parking lot and starting to add a second floor onto the administration building. They hope to have another Route 12 access point in the Spring. There has been no work across the road where the homes were bought.
- Mr. McCracken stated Commerce Chenango has been busy with a number of projects. They are still looking for an Economic Development Coordinator. The Small Business Awards Dinner will be held on November 20th. They will honor Giltner's, Matt Lagoe at Heartwood Forest Products, and Garf's Deli.
- Mr. Guinn stated the AutoZone project is moving along. Asbestos was removed from the house and it has now been torn down.
- Ms. Chirlin stated Norwich Pharmaceuticals applied to the Town of North Norwich to expand. She asked if a 239 Review Application was submitted. Mr. Butler stated he has not received anything. Mr. McCracken stated they will be laying off 25% of their workforce but hope to bring them all back next year.
- Sup. Seneck stated they will hold a public hearing tonight for the Comprehensive Plan and budget. They expect both to be passed.

With no further comments or business, the meeting was adjourned at 8:50 a.m.

NEXT MEETING: Wednesday, October 15, 2014 at 8:00 a.m.