

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

**SUMMARY OF MEETING MINUTES
February 10, 2015
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. Ted Guinn Bruce Beadle	Perry Owen Chris Lyon Alex Larsen	Donna Jones, Planning Director Shane H. Butler, Planner Rena M. Doing, Planner	Stephen Palmatier	Sally Chirlin Paul Romahn

2015 Annual Organizational Meeting:

Ms. Jones introduced new board member Alex Larsen, Economic Coordinator, representing Commerce Chenango.

Sup. Seneck motioned to appoint Ms. Jones, temporary Chairman for the Organizational meeting, second by Mr. Owen; all ayes motion carried. Ms. Jones called the Annual Organizational meeting to order at 8:15 a.m. opening the floor to officer nominations:

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

239 Committee:

Mr. Owen nominated Mr. Guinn as Chairman, second by Sup. Seneck; all ayes, motion carried. Mr. Thomsen nominated Mr. Beadle as Vice Chairman, second by Sup. Grace; all ayes, motion carried.

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

Chairman Thomsen called the monthly County Planning Board meeting to order at 8:40 a.m.

Old Business:

Planning Board Minutes:

Sup. Seneck made the motion to approve the November 12, 2014 minutes; second by Mr. Guinn. Members voted all ayes, motion approved.

Mr. Beadle made the motion to approve the December 18, 2014 & January 13, 2015, 239 Review Committee minutes; second by Sup. Seneck; vote all ayes, motion approved.

New Business:

Comprehensive Plan Update:

Ms. Jones questioned the status of the Commerce Chenango Strategic Plan. Mr. Larsen stated they are nearing the final review. They were set back on finalizing the plan due to formatting issues. They have been working to correct the problem. Ms. Jones stated once the Strategic Plan is complete she will include the goals in the draft

County Comprehensive Plan. The draft will then be posted on the County website, public hearings will be scheduled, then presented to the Board of Supervisors in late Spring for final review and approval.

Ms. Jones commented on the discussion at the recent Southern Tier East Regional meeting relating to how inaccurate Census demographics has created a problem with grants. Tompkins County data includes students living off campus skewing the number of low income residents resulting in grant benefits for Tompkins County. This concerns Southern Tier East as Tompkins County has not paid dues or actively participated in Southern Tier East but continues to benefit from regional programs due to legal requirements for Southern Tier East.

Sup. Grace questioned progress by Southern Tier East with extending Broadband service into rural areas. Ms. Jones stated they are currently working on grant studies. NYS Broadband statistics states 75% of Chenango County residents can access some type of Broadband service, however speed is often a problem. Ms. Jones recently met with Frontier Communication representatives to discuss this issue. Frontier would be eligible to access project grant funding @ \$40,000 per the last mile. A Fiber Optic Feasibility study would be required. Supervisor Grace understood the grant would provide infrastructure, then local companies could expand utilizing access. Ms. Jones stated this is still in the early stages of development. Southern Tier East may seek support from the County Board of Supervisors at a later date as this program develops. Federal Communication regulations classifies Chenango County as rural, limiting the number of phone companies servicing the County to one server, unlike Otsego County, classified as non-rural, that is serviced by several companies. Mr. Lyons suggested consideration be given to working toward reclassifying Chenango County to a non-rural County, based on population, so we could be serviced by more than one server.

Membership:

Board member Ms. Debralee Foster submitted a letter of resignation. Ms. Jones asked the Board members to provide names of any County resident that may be interested in serving on the County Planning Board.

Consultant's Report:

Mr. Palmatier commented briefly on the following topics:

- Natural Gas: Federal Judge ruling in Mora County, New Mexico: *Mora County lacks the authority to nullify constitutional rights by banning hydrocarbon exploration-and-extraction activities, the Ordinance is antagonistic to state law, because it prohibits activities that New Mexico state law permits. New Mexico courts have generally applied the conflict preemption doctrine when local laws permit conduct that state law prohibits.*

Mr. Palmatier continues to work on natural gas pipeline requests to Sherburne and other areas in the County.

- Transportation Workshop on January 14, 2015 was attended by 42 individuals from various businesses and organizations in the County. There is a definite lack of available transportation that could possibly be remedied by implementing a 511 system. Chenango County could set up a portal or individual businesses could set up a portal specific to their employees. Individuals that offer their services negotiate privately with riders regarding expenses. Automobile Insurance companies now offer a type of liability insurance for this program. The general consensus from the attendees is follow-up, as the lack of rural transportation is a major issue.
- Work Force Development continues to be a problem in Chenango County. There is a definite need for skilled workers to fill available positions due to retirement. They are currently developing a spreadsheet of skills to coordinate potential employees with area businesses. SUNY Morrisville and DCMO BOCES have found it is beneficial to train students to use the Excel program.

Privilege of the Floor:

Sup. Seneck: The Guilford Town Board approved the Town Comprehensive Plan. They will be distributing the First Transit Bus Schedules around the town where they will be visible to the residents, in addition to adding it to their website.

Sup. Grace: The Town of Columbus is drafting a Wind Law. One problem is finding an Enforcement Officer to ensure the law is not violated. They have been working across County lines and found other Counties with a Wind law have the same problem, no Enforcement Officer.

Mr. Butler: The Town of Smithville has completed a Site Plan Review Law which has been submitted to the Town Board for review and approval.

Mr. Owen: There has been considerable concern voiced on integrating CIT residents into the community. The original plan presented to Chenango County assured the County the CIT residents (Consumers) would not be integrated as they were not “habilitated” individuals that could be rehabilitated. This is a major concern since the NYS law signed on January 5, 2015 will allow individuals on medication to be released into society. It is very important that OMRD keep vigilant oversight on the individuals to insure they are taking their required medications.

Mr. Palmatier commented since passage of the original Federal Law to integrate institutionalized individuals into society statistics indicate 1/3 of the Homeless population are mentally ill.

With no further comments or business, the meeting was adjourned at 9:15 a.m.

NEXT MEETING: Tuesday, March 10, 2015 at 8:00 a.m.

Minutes recorded and prepared by Rena M. Doing, Planner

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

**SUMMARY OF MEETING MINUTES
March 10, 2015
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. Ted Guinn Bruce Beadle	Perry Owen Chris Lyon Alex Larsen Sally Chirlin Paul Romahn	Donna Jones, Planning Director Rena M. Doing, Planner Shane H. Butler, Planner	Stephen Palmatier Ralph Scalzo	

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

Old Business:

Planning Board Minutes:

Sup. Seneck made the motion to approve the February 10, 2015 minutes; second by Mr. Guinn. Members voted all ayes, motion approved.

Mr. Guinn made the motion to approve the February 10, 2015, 239 Review Committee minutes; second by Sup. Seneck; vote all ayes, motion approved.

New Business:

Membership:

Ms. Jones asked if any members know someone who may be interested to let her know. We would like to have someone from the western part of the County since there hasn't been a member from the area in a while.

Mr. Owen suggested sending a letter to the Chairman of local Planning Board and Town Supervisors to see if they had anyone in mind. Mr. Thomsen suggested the Town of Sherburne. Ms. Jones stated she will be attending their meeting and would ask.

Sherburne Proposed Development:

Ms. Jones has been attending Town of Sherburne meetings due to a recent development proposal. The proposal is for a USDA certified, Kosher and Hillel slaughterhouse on County Road 23 in the Town of Sherburne. The Town is currently working on a SEQR but a site plan should be submitted for the next 239-Review Committee meeting. The facility will have a veterinarian, Imam, Rabbi and USDA inspector on site. They will not process poultry and hope to source all of the beef within 50 miles in order to reduce the amount of stress on the animal. The proposal also includes a facility to pre-cook meat for distribution at local supermarkets. The slaughterhouse is estimated to create 100-150 jobs at all levels of employment.

Ms. Chirlin asked how the town felt about the proposal. Ms. Jones stated the Town is very positive. There have been some negative comments to the article on The Evening Sun Facebook page mainly worrying about the smell. The Ag and Farmland Protection Board is working on a support letter.

Comprehensive Plan:

Ms. Jones asked Mr. Larsen about the status of the Economic Development Strategic Plan. Mr. Larsen stated the plan is more or less complete. The natural gas and transportation sections have been recently updated. He hopes to send out the plan for Steering Committee approval by the end of the week.

Mr. Palmatier suggested having a public hearing for the comprehensive plan for May. Mr. Beadle stated the amount of leadership and staffing changes at the Planning Department over the years has been difficult in completing the plan.

Consultant's Report:

Mr. Palmatier stated the pipeline to Sherburne project is progressing. Leatherstocking is ready but is awaiting an anchor customer. Chenango County and Commerce Chenango have sent support letters for the Constitution Pipeline. Commerce Chenango received a call from a company looking for a property in the area of the proposed Constitution Pipeline with specific demands for interstate, water, natural gas, rail, etc., with a short turnaround on when they needed it by. Proposals were sent to the company and were seen as favorable. The company may build a plant with about 50 jobs. Governor Cuomo had stated an SGEIS for natural gas drilling would be released in early 2015 and has yet to be released. The pro-drilling groups cannot file court action until it is released.

Mr. Romahn asked how a natural gas line from Bloods south was progressing. Mr. Palmatier stated this is no longer practical due to the recent decision unless there were capacity increases in other nearby pipelines.

Regarding education, there are a few schools doing some very interesting things. Students at the Sidney Central School have partnered with RIT and have developed a product to monitor home air filters and will eventually take it to market. Connectivity between the SUNY schools and local school districts is very limited at times. The Binghamton School District didn't know SUNY Binghamton was holding a STEM fair yet the Oneonta School District did. Mr. Palmatier would like to develop a contact list for STEM leaders.

An intern has been acquired from SUNY Morrisville who will be inputting data for an updated 211 system for Chenango County. For example, some residents in need of fuel for heat do not know of the various programs they could be utilizing. The 211 system would have a list of the various programs.

Mr. Palmatier has been working on a grant through Frontier Communications called Americas Best Community. The first round would award \$35,000 and the second round would be approximately \$1 million. Mr. Palmatier would like to develop an Entrepreneur/Makers Space. Through the regional council, a Maker's Space in Chenango County would have access to the Cornell Business School. Ithaca has a Maker's Space and have already taken two products to market with a third in the works. He would like to see the space utilized by the community and students (first robotics, etc.)

Mr. Davis asked what size building this project would require. Mr. Palmatier listed the three building sizes currently being used in Ithaca as comparison for a total of around 9000 square feet.

Railroad:

Mr. Larsen stated the project is awaiting a decision from multiple attorneys regarding the titles under resident properties. This had been solved with previous attorneys who have since left the offices and therefore need to be revisited. There were also concerns regarding wetlands although those have since been resolved with the Army Corps of Engineers.

Innovative Readiness Training:

Ms. Jones stated the IRT mission “Greater Chenango Cares” had encountered an issue with licensing the physicians. The issue has now been resolved thanks to County Attorney Alan Gordon, among others. The event is now moving forward and advertising will begin soon. Current estimates show 7000-9000 people will be served and a health fair will be incorporated. The IRT is basically a training exercise for service members to set up a temporary hospital and for the Army and Navy to work together. If this event goes well, next year would include engineering projects.

Mr. Lyons stated he has received some questions about the program and asked for more information. Ms. Jones stated it will be advertised soon.

Privilege of the Floor:

With no further comments or business, the meeting was adjourned at 8:45a.m.

NEXT MEETING: Tuesday, April 14, 2015 at 8:00 a.m.

Minutes recorded and prepared by Shane H. Butler, Planner

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

**SUMMARY OF MEETING MINUTES
April 14, 2015
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. Ted Guinn Bruce Beadle	Perry Owen Chris Lyon Alex Larsen Sally Chirlin Robert Davis	Donna Jones, Planning Director Rena M. Doing, Planner Shane H. Butler, Planner	Stephen Palmatier Todd Dreyer	Paul Romahn

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

Old Business:

Planning Board Minutes:

Sup. Seneck made the motion to approve the March 10, 2015 minutes; second by Mr. Guinn. Members voted all ayes, motion approved.

Mr. Owen made the motion to approve the March 10, 2015, 239 Review Committee minutes; second by Sup. Seneck; vote all ayes, motion approved.

New Business:

Comprehensive Plan:

Ms. Jones asked Mr. Larsen about the status of the Economic Development Strategic Plan. Mr. Larsen stated the plan will be reviewed by the Economic Development Strategic Plan Committee, then by the membership. Ms. Jones asked for a copy of the Strategic Plan goals to include in the County Comprehensive Plan, Mr. Larsen will forward the goals to Ms. Jones. Ms. Jones stated she will add the goals to the County Comprehensive Plan goals so we can proceed with completing the draft for review by the Planning Committee and the public hearings.

Consultant's Report:

Mr. Palmatier provided an update on the various projects he is currently involved in:

- Working with Commerce Chenango reviewing and updating sections of the Economic Development Strategic Plan.
- Transportation Summit meeting in January was well attended and there continues to be interest in developing a 511 system to accommodate Chenango County residents. Mr. Palmatier will follow up with the County Attorney on specific questions.
- “Makers Space”: Mr. Palmatier is working with Mr. Jason Zebock, SUNY Morrisville to utilize the commercial kitchen space at the facility to develop and process Agriculture related products for sale, as a “Community Kitchen” project available to residents. Grant funding may be available.
- DCMO BOCES has assigned an intern to prepare a Database listing resources to access various funding organizations to assist individuals or organizations in need of financial assistance.
- Mr. Palmatier stated discussion continues on a proposed natural gas pipeline to Sherburne. Leatherstocking is ready to move forward with the proposed project but is awaiting an anchor customer. Natural gas would be supplied from Emkey’s TK Davis well or the primary gathering line. The Village of Sherburne is considering utilizing natural gas for a Co-generation plant to supplement municipal electric.

- Norwich Aero Company is moving forward with their plans to move their operations to Mexico and the engineering support operations to New Mexico. There will be an announcement in the Evening Sun.

Innovative Readiness Training:

Ms. Jones stated the IRT mission “Greater Chenango Cares” is continuing to move forward. The media has featured the event on WBNG-TV, the Evening Sun and through the “Townsquare” radio media group. The Chenango County United Way is organizing volunteers for the event if anyone is interested. Scheduling will be required for the Veterinary and Dental services. Information on scheduling will be available at a later date.

Department of State Training:

On April 27, 2015, 4:30-9:00 pm Chenango County Planning and Development will be hosting the following training opportunity:

Solar Energy Regulation This course addresses the authority of local governments to regulate photovoltaic solar energy systems—from modest residential and agricultural systems to large-scale institutional and commercial solar arrays and sun farms. Environmental and economic benefits and aesthetic challenges are discussed, and tools to allow for the installation solar arrays, such as the New York State Unified Solar Permit, and regulate their impacts on surroundings, are provided.

Site Plan Review This course is an overview of the statutory authority local governments have to review site plans. It will address the scope and content of a site plan and the role of the site plan in municipal review of development projects. A discussion of design and the reasons some approaches might be preferable to others is included in the course.

Special Use Permits Some uses require additional review and should be granted permission only if the application meets certain conditions. These special uses include gas stations, dog kennels, and uses with drive-through windows. The special use permit is also used for development in environmentally sensitive zones with overlays such as for wetlands, steep slopes, and along scenic ridgelines. Scenarios in which the special use permit tool is most helpful will be discussed, along with rules local boards must follow for reviewing and approving applications for special use permits

Privilege of the Floor:

Mr. Davis: The Town of Guilford is revising their Subdivision Regulations and he questioned how to address wastewater perk testing. General discussion focused primarily on Code Enforcement and municipalities’ sanitary code.

Mr. Dreyer: Commented on the Appalachian Regional Commission (ARC) and Consolidated Funding Applications (CFA) for grant opportunities that will be available soon, offering more options. The “Restore NY Program” has been beneficial in the City of Norwich in removing/improving derelict properties.

Ms. Chirlin: Commented the old barn on their property collapsed this winter and the old wood will be used for Chenango County Museum projects such as the barn raising project currently in progress on the County Museum property in the City of Norwich.

With no further comments or business, the meeting was adjourned at 8:45a.m.

NEXT MEETING: Tuesday, May 12, 2015 at 8:00 a.m.

Minutes recorded and prepared by Rena M. Doing, Planner

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

**SUMMARY OF MEETING MINUTES
May 12, 2015
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. Ted Guinn Paul Romahn	Perry Owen Chris Lyon Alex Larsen Sally Chirlin Michael Flanagan	Donna Jones, Planning Director Rena M. Doing, Planner		Bruce Beadle Robert Davis

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

Old Business:

Planning Board Minutes:

Mr. Guinn made the motion to approve the April 14, 2015 minutes; second by Ms. Chirlin. Members voted all ayes, motion approved.

Mr. Owen made the motion to approve the April 14, 2015, 239 Review Committee minutes; second by Mr. Larsen. Members voted all ayes, motion approved.

Mr. Guinn made the motion to approve the special April 28, 2015 239 Review Committee minutes, second by Mr. Owen. Members voted all ayes, motion approved.

New Business:

Comprehensive Plan:

Ms. Jones stated she has received the Strategic Plan goals from Mr. Larsen. She has been reviewing the goals to incorporate into the County Comprehensive Plan. When the list of the proposed goals for the County Comprehensive Plan have been compiled they will be sent to all County Planning Board members for review and comment. The goal is to achieve a final draft by June 9, 2015 for the next County Planning Board meeting.

Innovative Readiness Training:

Ms. Jones stated the IRT mission "Greater Chenango Cares" is continuing to move forward. The Planning Department has received numerous calls primarily about the Veterinary Services. There have been limited calls relating to Dental and Optical services.

Initially the plan was to spay/neuter 400 animals during the event. This has been downsized to 200 with a waiting list. Veterinary and Dental Services will require appointments. SPCA staff will be responsible for scheduling the Veterinary Services and the Planning Department will be responsible for scheduling Dental Services.

On Wednesday, May 13, 2015, there will be an Executive meeting for the IRT committee to review the final planning stages proposed by the Department of Defense Staff. The phone numbers will be confirmed for the Veterinary and Dental scheduling, after which extensive advertising will commence.

Mr. Doug Shattuck, Chenango County Emergency Management has been working with various School Districts to provide bus transportation to the Greater Chenango Cares Event. Several Districts are volunteering their buses and staff to accommodate those individuals in need of transportation. There will be designated pick up spots advertised with the dates each District will be providing the service.

Ms. Jones added the Norwich City School District is the hub for this great opportunity. In addition to offering the use of the Norwich High/Middle School complex, they are offering the use of various pieces of equipment. The District will be compensated for paper/ink use and the garbage pick-up costs. The funds have been budgeted by Southern Tier East Planning and Development. County Emergency Management Staff has also developed and created plans specifically for the Greater Chenango Cares event, addressing potential issues/problems relating to: Transportation, Communication and Emergency Management.

Ms. Jones commented on a second stage of the IRT program that is proposed to take place in 2016. This will involve Engineering and Construction for possibly two projects: An addition to the Chenango County Emergency Management Training Center; an addition to the Chenango County Fairgrounds business office in addition to upgrading the electric at the Fairgrounds with all wiring underground and eliminating the numerous electrical panels and meters. The property owners will be responsible for the cost of all materials.

Department of State Training:

On April 27, 2015, 4:30-9:00 pm Chenango County Planning and Development hosted the Department of State training session addressing: Solar Energy Regulation; Site Plan Review; and Special Use Permits.

There were approximately 60+ attendees from Chenango and adjacent Counties. The general consensus, from the members attending, was favorable. Mr. Owen expressed concern the Solar Energy component needs more updated information relating to the investment and return from solar.

Ms. Jones commented that a member of a solar group had contacted her looking for an approx. 15 acre site possibly in close proximity to the City of Norwich, to install a Solar Array to offset some of the utility cost for the City. The Public Service Commission (PSC) has a program giving energy credits of projects. This will expire on June 1, 2015.

Privilege of the Floor:

Ms. Chirlin had several questions posed to her relating to issues primarily in the City of Norwich. There has been concern expressed about abandon buildings, and out of town property owners or mortgage companies not maintaining properties. Suggestion was made to Ms. Chirlin that she contact Jason Lawrence, City of Norwich Code Enforcement

There was also concern expressed about the availability of Food/Shelter organizations in the area. Ms. Jones stated that the Chenango Housing Improvement Program (CHIP) and Judy Wingate-Wade have been working on this issue.

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

NEXT MEETING: Tuesday, June 9, 2015 at 8:00 a.m.

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

**SUMMARY OF MEETING MINUTES
June 9, 2015
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. Ted Guinn Paul Romahn	Perry Owen Alex Larsen Sally Chirlin Michael Flanagan Robert Davis	Donna Jones, Planning Director Shane Butler, Planner Rena M. Doing, Planner		Bruce Beadle Chris Lyon

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

Old Business:

Planning Board Minutes:

Ms. Chirlin made the motion to approve the May 12, 2015 minutes; second by Mr. Romahn. Members voted all ayes, motion approved.

Mr. Romahn made the motion to approve the May 12, 2015, 239 Review Committee minutes; second by Mr. Owen. Members voted all ayes, motion approved.

New Business:

Ms. Jones advised the Board members that the Innovative Readiness Training (IRT) scheduled for July 13-23, 2015 will conflict with the next County Planning Board meeting on July 14, 2015. The County Planning Staff will not be available for the County Planning Board meeting, however it is up to the discretion of the County Planning Board members if they will have a July meeting. Mr. Guinn made the motion to not meet in July; second by Ms. Chirlin. Members voted all ayes, motion approved.

Comprehensive Plan:

Ms. Jones stated the Innovative Readiness Training (IRT) program has been consuming the Planning Department's time, as a result the proposed goals for the Draft County Comprehensive Plan are not available for review by the County Planning Board.

Innovative Readiness Training:

Ms. Jones stated appointments for the proposed 200 spay/neuter Veterinary Services filled up within 2 days with a waiting list of approximately 150+. There are still Dental appointments available in addition to the Optical and other services offered.

Mr. Guinn encouraged everyone to consider volunteering for the event. The United Way has a website to sign up for a volunteer slot.

Privilege of the Floor:

Ms. Jones asked Mr. Flanagan to comment on his work with The Chazen Companies. Mr. Flanagan is primarily involved with Civil Engineering, Environmental projects, technical reviews and addressing NYS regulations for

the Town of East Greenbush in Rensselaer County. The company is also involved in large residential subdivision projects in Tennessee.

Mr. Larsen commented on the progress of the repair and reinstatement of the NYS&W Railroad. The New York Economic Development Association (NYEDA) has extended the project through 2018 and is currently reviewing amendments to the original plan. Commerce Chenango expects to receive their comments soon, but overall the project is still on schedule.

Ms. Jones questioned the Army Corp of Engineers request for additional engineering. Mr. Larsen stated the Army Corp is requiring delineation of any wetlands along the rail route.

Ms. Chirlin commented on the negative comments relating to the necessity to reinstate rail service in Chenango County. Ms. Jones stated a survey was conducted several years ago and numerous businesses along the rail line expressed interest in accessing rail service. Mr. Larsen added any businesses that have called about business opportunities in the area, ask about availability of natural gas and railroad service.

Ms. Chirlin questioned the proposed change in land and water restrictions imposed on farm operations. Mr. Romahn commented that many farmers receive grants for ponds, fencing, etc. which stipulate distance and animal access to any bodies of water which generally cover proposed restrictions.

Supervisor Grace stated the Town of Columbus will be conducting a Public Hearing on the proposed Wind Law.

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

NEXT MEETING: Tuesday, August 11, 2015 at 8:00 a.m.

Minutes recorded and prepared by Rena M. Doing, Planner

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

**SUMMARY OF MEETING MINUTES
August 11, 2015
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. Ted Guinn Paul Romahn	Perry Owen Alex Larsen Sally Chirlin Chris Lyons Robert Davis	Donna Jones, Planning Director Shane Butler, Planner	Steve Craig	Bruce Beadle Michael Flanagan

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

Old Business:

Planning Board Minutes:

Mr. Romahn made the motion to approve the June 9, 2015 minutes; second by Mr. Guinn. Members voted all ayes, motion approved.

Mr. Owen made the motion to approve the June 9, 2015 239-Review Committee minutes, and July 16, 2015 minutes via email correspondence; second by Mr. Romahn. Members voted all ayes, motion approved.

New Business:

Consultant's Report:

Mr. Palmatier reported on the following;

- A lawsuit has been filed by a criminal attorney from Allegany County, NY against DEC Commissioner Martens, DOH Commissioner Shah, and Bradley Fields. The attorney filed a permit with NYSDEC to drill a natural gas well and it was subsequently not approved. NYSDEC wants the hearing to be held in Albany but the criminal attorney wants to keep it in Allegany County.
- The break-even point for natural gas drilling in Pennsylvania is \$1.50 per MCF. Emkey's sale price was \$1.39 per MCF last year.
- There are two additional pipeline projects being proposed in Chenango County. Sherburne would like to have a micro-grid to power the Village with natural gas. Waste heat from the dogfood factory would be used to heat the dog food factory. The steam needs to be clean because it will be used to heat a food-producing company. The second project is getting natural gas to Raymond. Empire State Development is interested in providing funds for the project. Leatherstocking is going to apply for the grant.
- Norwich, North Norwich, and Oxford have partnered to enter the Americas Best Communities contest. They have won the quarterfinals so far and receive \$50,000 which is used, along with a \$15,000 local match, to apply for the next round. The \$65,000 is used to develop a plan. The idea is to start a MakersSpace, an idea incubator, in Chenango County. Ithaca has an incubator and have already taken three projects to market. Morrisville State College and Cornell University have indicated they would help.

Ms. Jones stopped at a MakersSpace in Washington DC and it focused more on electronics. Mr. Palmatier stated it was probably more of a HackersSpace and depends a lot on who is helping to facilitate the incubator. The model being used in Chenango County is from Burlington, VT and includes both a MakersSpace and HackersSpace. This seems to be a better model for a smaller community such as ours.

Mr. Owen asked if using gelled propane circumvents the ban on high-volume hydraulic fracturing. Mr. Palmatier stated the GasFrac method takes away the water and chemical quantity concerns but there are still similar impacts. The GasFrac method is done remotely; creating the needs for two well pads instead of one. The company who developed the method started in Canada and is now bankrupt. Production using this method has not been as good.

Greater Chenango Cares:

Ms. Jones provided an update on the Greater Chenango Cares event. There were 171 personnel (131 Army/40 Navy) due to the savings of using the Norwich HS/MS complex, more than originally planned. Chenango Memorial Hospital provided credentialing, Bassett offered some of their medical supplies, and United Way was able to fill 832 volunteer slots for the event. A total of \$1,474,873 in services were provided. Services performed include 2,461 in medical, 2,779 in optometry, 4,969 in dental and 633 in veterinary. Almost 500 rabies vaccinations were administered even though there are free clinics offered monthly throughout the county. Personnel costs by the county were around \$83,000, meaning for every \$1 spent, we received \$5.63 in services.

Sup. Seneck stated the event went on like clockwork. Mr. Owen stated the general public was appreciative of the event. The army unit at the school operates a 140 bed hospital in Virginia. The event was basically training on how to set up a temporary field hospital.

Ms. Jones stated in Chenango County there is 1 dentist for every 2,912 residents, 1 primary physician for every 2,081 residents, and 1 mental health provider for every 611 residents. The rate of adult smoking is 23%, adult obesity is 33%, and only 74% have access to facilities for physical activity. Chenango County has again applied for the event to occur in 2016 but partnered with Cortland County. It will be decided how the event would be structured if the grant is received.

Ms. Chirlin asked if there are any facilities in Chenango County similar to the YMCA who don't charge a fee. Some cannot afford memberships to these places.

Sup. Seneck asked how many school districts provided busses. Mr. Butler stated all except for Bainbridge-Guilford. Only one bus transported persons and that was from Oxford CSD.

Privilege of the Floor:

Mr. Grace stated the Town of Columbus is getting engineering estimates to fix the Town Hall. The Town Hall is a 201 year old former church which needs a lot of work. Neighboring structures have been or could be put on the historic register which could attract funds to repair the downtown area.

Mr. Owen stated there have been numerous drug busts in Chenango County recently and hopes it sends a message that this is not acceptable in our community.

Mr. Davis asked what the subdivision fee was for the other towns in the County. Norwich - \$25 Oxford - \$75. Ms. Jones stated many are \$25 and have been for years.

Sup. Seneck stated the Town of Guilford will hold a public hearing on their subdivision regulations. He talked with NYSDEC about a SEQR but because they were deemed administrative and managerial changed, a SEQR was not required. The Town will also hold a public hearing on a town property smoking ordinance. There has also been talk about the possibility of a NYSEDA part-time consultant position becoming available in Chenango County. The position would be fully paid. More information about this will be sent to the Planning Department in the near future.

Ms. Jones stated there have been various questions lately about the 239-Review requirements. The 500 foot rule, as she understands it, is measured from the property line, not the point at which the development will take place.

With no further comments or business, the meeting was adjourned at 8:52 a.m.

NEXT MEETING: Tuesday, September 8, 2015 at 8:00 a.m.

Minutes recorded and prepared by Shane H. Butler, Planner

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CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

SUMMARY OF MEETING MINUTES September 8, 2015 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. Ted Guinn Michael Flanagan	Perry Owen Alex Larsen Sally Chirlin Chris Lyons Robert Davis	Donna Jones, Planning Director Shane Butler, Planner Rena Doing, Planner	Steven Palmatier	Bruce Beadle Paul Romahn

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

Old Business:

Planning Board Minutes:

Mr. Palmatier pointed out two minor corrections in the August 11, 2015 Planning Board minutes.

- Emkey’s sale price was \$ 1.39 per MCF not the “break-even” price.
- The waste heat from the co-generation plant that will be part of the Sherburne Micro-Grid project will provide process heat to CV Pet food and other Facilities.

Supervisor Seneck made the motion to approve the August 11, 2015 minutes with corrections; second by Mr. Guinn. Members voted all ayes, motion approved.

Mr. Owen made the motion to approve the August 11, 2015 239-Review Committee minutes second by Mr. Davis. Members voted all ayes, motion approved.

New Business:

Consultant’s Report:

The Consolidated Funding Application (CFA) was approved with priority to construct a natural gas line from the proposed Constitution Natural Gas line to Greene, NY serving Raymond Corporation and potential other community facilities.

Commerce Chenango has raised the \$15,000.00 of local funding for the Americas Best Communities Competition. These local funds will be supplemented by contributions from Frontier Communications, Dish Network and Chobani totaling \$50,000.00. These funds are designated to be used to develop a revitalization plan for our region. This plan must be submitted by November 16 and will be used in the next round of the competition with a prize of \$100,000.00 to start the implementation of the plan.

Mr. Owen questioned Mr. Palmatier about SUNY Morrisville partnering with local high schools in a proposed work/ education mentoring program requiring/encouraging the participating students to continue working at the company.

Mr. Palmatier stated at this time:

- Oxford Schools is implementing an internship program where high school students receive credit for internships. The student’s wages are being subsidized by the RC Smith Foundation.
- The Milford School District has received an ARC grant to expand internship and mentoring opportunities for students in 4 districts in the region including UV. The grant also addresses the need for STEM subject

instructors to become familiar with how their subjects align with the skills needed by local manufacturers.

- The RC Smith Foundation has provided funds to Ms. Craig, at the Opportunities for Chenango “Back on the Rack” thrift store in Sherburne, to advise and provide students with appropriate clothing in the work place programs. This was achieved by visiting the Cortland Salvation Army Store where students were assisted in picking out appropriate clothing for interviews and work.

Mr. Palmatier also commented on the benefit of developing a “Community Resources Map” designed to provide general information about services in Chenango County and the surrounding area.

Discussion continued on the benefits of “Life Skills Program” in the local schools and the National Youth Employment Coalition.

Comprehensive Plan:

A draft copy of proposed goals for the County Comprehensive Plan was provided to the members for review and discussion. Members were asked to provide any additions, corrections or suggestions prior to the October Planning Board meeting.

Discussion continued about what proposed “Action Items” in the County Comprehensive Plan and 2020 Plan were accomplished and what needs to be done.

County Broadband Proposal:

Ms. Jones commented the RFP’s deadline for the proposed County Broadband Study was Friday, September 4, 2015. ECC Technologies submitted the only proposal which will be reviewed by the Committee members: Supervisor Jeffrey, Ms. Jones and Ms. Gregory prior to making a final decision. Ms. Jones offered to forward the ECC Technologies proposal to anyone interested in reviewing their plan.

Privilege of the Floor:

Ms. Chirlin questioned if there has been discussion at various committees about the “Farmer Veteran Coalition” program in the County. Mr. Butler stated Mr. Vickers, Chenango Farm Bureau, has presented the program at the Ag & Farmland Protection Committee and various other programs in the County.

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

NEXT MEETING: Wednesday October 14, 2015 at 8:00 a.m.

Minutes recorded and prepared by Rena M. Doing, Planner

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

SUMMARY OF MEETING MINUTES October 14, 2015 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 Romahn George Seneck, Sup. Tom Grace, Sup. Ted Guinn	Perry Owen Sally Chirlin Chris Lyons Bruce Beadle	Donna Jones, Planning Director Shane Butler, Planner Rena Doing, Planner	Steven Palmatier	Bob Davis Alex Larsen Michael Flanagan Paul Thomsen

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

Old Business:

Planning Board Minutes:

Supervisor Seneck made the motion to approve the September 8, 2015 minutes; second by Mr. Guinn. Members voted all ayes, motion approved.

Mr. Owen made the motion to approve the September 8th and September 18th, 2015 239-Review Committee minutes second by Sup. Seneck. Members voted all ayes, motion approved.

New Business:

Comprehensive Plan:

Ms. Jones stated the Planning Department would really like to complete the Comprehensive Plan but have only received a couple of comments regarding the goals which were emailed out before the last meeting. Planning Board approval is needed before we can proceed.

Mr. Owen suggested if comments aren't received it means it is approval. Ms. Jones recommended an approval via email but members would be required to respond. A date will be set where responses are needed by. If changes are made to the goals, a new email would go out with the changes asking for approval. Sup. Seneck suggested giving members a week to respond.

Mr. Palmatier asked if the comments from Mr. Flanagan were entered. Ms. Jones stated they were. Mr. Palmatier stated we need to align with the Upstate Revitalization Plan. This plan will guide economic development in the region for the next five years. Ms. Jones stated we have to align with all regional plans in place.

Mr. Guinn motioned to have Ms. Jones send out an email with the Comprehensive Plan goals by October 19th for review by Planning Board members, seconded by Ms. Chirlin. Members voted all ayes, motion carried.

Ms. Jones stated a resolution to hold a public hearing was already passed previously. All we need is 10 day notice in the newspaper. If approved by the Planning Board, it would be taken to committee in November and the full board in December.

Consultant's Report:

Mr. Palmatier stated he has been working a lot on the Americas Best Communities project. The plan is being finalized right now.

Mr. Palmatier is also working on youth employment with the Oxford School District. They have six kids who are working at local companies right now. The project is going slow which is a good thing because they are able to work out some of the minor problems easier.

Mr. Palmatier stated he is waiting on NYSDEC approval to cross a wetland for the natural gas to Greene project. There is an IOGA meeting next week where a member of the NYSDEC will be speaking. This is the first time in a couple of years where the NYSDEC will have a speaker in attendance. An attorney from Rochester who filed a lawsuit against former NYSDOH Commissioner Zucker and former NYSDEC Commissioners Martens and Fields will also be at the meeting as a speaker. The attorney wanted to drill a vertical well on his property but a permit was never approved by NYSDEC.

Mr. Owen asked about a story on the news today about the possibility of Governor Cuomo revisiting the decision on banning HVHF. Mr. Palmatier stated at \$1.50 per MCF sale price for natural gas it is not a good time to drill. Emkey is suffering due to the sale price. They have hired a new marketing firm. Emkey would like to get pipeline to Sherburne but it depends on Mayor Acee and the cogeneration project. They want to get pipeline to Hamilton and may have interest in Greene as well.

Mr. Romahn asked if there was any possibility of producing liquefied natural gas from the wells not connected to pipeline. Mr. Palmatier stated the rules for LNG are difficult and is not viable right now due to low fuel prices.

Solar Panels:

Ms. Jones asked what happens when solar PV cells are past working life. Some of the parts inside the unit are toxic and not allowed in a landfill. Mr. Owen stated people investing in solar for their home don't always consider their return on investment before buying them. He tried for his property and it didn't make sense to move forward.

Mr. Romahn stated Vermont is pushing for more commercial solar installations and he sees them being built in Long Island as well. Sup. Grace stated they have started to look at a commercial solar installation regulation. Mr. Butler stated an installation will be finished this year in the Town of Smithville.

Railroad:

Ms. Jones asked Mr. Palmatier about the status of the railroad. Mr. Palmatier stated the final permit was received four weeks ago and it will be bid out by the 1st Quarter of next year. There are 48.5 miles of track in Chenango.

Privilege of the Floor:

Sup. Grace and the Town of Columbus received cost estimates of between \$100,000 and \$250,000 to fix the town hall. They want to meet with the engineers to see what work must be done. The engineering report states it will probably collapse this winter without supports. The town board is split on how to proceed. Currently there is \$130,000 in the tentative budget for the project.

Ms. Chirlin asked if there were any historic grants. Sup. Grace stated the building has been modified many times over its 201 years of existence. Golden Artist would help to find a buyer or help to refurbish the building but don't want to get into the politics of the decision.

Mr. Lyons stated a mine in Greene near Hotchkiss Hill Road and County 32 has been operating for a while and is now filing for a permit. The Town of Greene had three days to submit comments to the NYSDEC. He asked if the County should have been notified.

Ms. Jones stated this is a NYSDEC issue and unless it is reviewed as a site plan by the Town of Greene, the County would have no review.

Mr. Beadle stated his Van Morrison Tribute Band will be playing a benefit concert for the Disabled American Veterans at the Broome County Forum on November 7th. He invited all to attend. Realty USA will be having a 10 year anniversary in Norwich celebration tomorrow from 5 – 7:00 pm and invited all to attend.

Sup. Seneck stated the Town of Guilford is working on a priority list of what they want to work on next year. Some items might be the Right to Farm Law, Road Use Law, and a Noise Ordinance.

Ms. Chirlin did not attend the last North Norwich Planning Board meeting but there are possibly three new projects happening.

Mr. Butler encouraged Ms. Chirlin to make sure the North Norwich Planning Board is complying with the General Municipal Law 239 rules. A recent project was not submitted and should have been.

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

NEXT MEETING: Tuesday, November 10, 2015 at 8:00 a.m.

Minutes recorded and prepared by Shane H. Butler, Planner

CHENANGO COUNTY PLANNING and DEVELOPMENT BOARD

SUMMARY OF MEETING MINUTES November 10, 2015 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 Paul Romahn George Seneck, Sup. Tom Grace, Sup. Ted Guinn	Perry Owen Sally Chirlin Chris Lyons Bob Davis Alex Larsen	Donna Jones, Planning Director Shane Butler, Planner Rena Doing, Planner	Steven Palmatier	Michael Flanagan Bruce Beadle

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

Old Business:

Planning Board Minutes:

Mr. Romahn made the motion to approve the October 14, 2015 minutes; second by Sup. Seneck. Members voted all ayes, motion approved.

Sup. Seneck made the motion to approve the October 14, 2015 239-Review Committee minutes second by Mr. Romahn. Members voted all ayes, motion approved.

New Business:

Comprehensive Plan:

Ms. Jones stated the Planning Department has compiled the final draft of the County Comprehensive Plan after receiving and incorporating comments from the Board members. Ms. Jones requested the Board make a motion to forward the draft Comprehensive Plan to the County Planning Committee for their review and approval to forward to the Board of County Supervisors for their approval at the December 14, 2015. A Public Hearing will be held prior to the Board's final approval. **Mr. Guinn made the motion to submit the draft County Comprehensive Plan to the County Planning Committee, second by Ms. Chirlin. Members voted all ayes, motion approved.** The draft County Comprehensive Plan will be posted on the County website for public review.

Ms. Jones stated after approval of the draft County Comprehensive Plan, by the County Planning Committee, copies will be printed at the BOCES print shop for distribution to each of the County Supervisors.

Ms. Jones discussed her concern about how changes in the NYS CDBG Grant program funding is detrimental to the County and Opportunities for Chenango. The grant program delivery fee has been cut to 5%, where initially NYS allowed 18% for grant program delivery. The County Planning Department received 28% of the allotted 18% for administering the grant, with the remaining 72% allotted to the organization providing the grant services, which has generally been Opportunities for Chenango (OFC). This major cut in funding is affecting staffing at OFC and could ultimately affect the First Time Homebuyer, Well & Septic, and Mobile Home replacement grant programs. These are critical programs in our County, especially with Chenango County ranked 2nd in NYS in number of Mobile Homes and numerous low income families.

Discussion continued questioning if our State representatives are aware of how this reduction in program funding may be forcing cutbacks at the local levels. **Mr. Owen made a motion to contact our local, State and Federal Representatives advising them of this action by the NYS CDBG administration, second by Ms. Chirlin.**

Members voted all ayes, motion approved. Sup. Seneck suggested encouraging the County Planning Committee to submit a resolution to the County Board of Supervisors requesting they send a letter voicing their concerns.

Ms. Jones commented on the recent YouTube video featuring the NYS&W railroad repair from our northern border at Earlville down to Sherburne. NYS&W ran an engine on the repaired tracks for final NYSDOT funding approval.

Mr. Lyons voiced concern the County Comprehensive Plan did not have more specifics on Economic Development in the County. Ms. Jones stated the Comprehensive Plan references the County Strategic Plan, prepared by Commerce Chenango, which addresses Economic Development. The County Strategic Plan has not had final approval at this time.

Mr. Davis questioned if abandoned or “Zombie” buildings should be addressed in the Comprehensive Plan. After discussion it was agreed this issue is generally the responsibility of the municipality in conjunction with Fire and Building Code Enforcement.

Ms. Jones commented on the Finger Lakes Technologies Group, Inc. (FLTG) Broadband Kickoff presentation at the County Board of Supervisors meeting, November 9, 2015. The FLTG will be assessing the need, update and most effective locations for Broadband installations in the County. FLTG representative Ed Hemminger held separate meetings with Chenango County representatives from: Emergency Services, Information Technology (IT), Planning and Commerce Chenango to discuss services that would benefit each facility. FLTG representatives will also be contacting numerous businesses in the County for their input on what they will need to enhance their operations. The FLTG assessment is funded by Southern Tier East Regional Planning Development and Chenango County sharing the \$30,000 cost.

NYS has proposed funding for updating Broadband services with a goal of completion in NYS by 2017, however the general consensus is this is not a conceivable goal. Mr. Thomsen commented that Frontier Communications had received a large grant to update the services they provide but it is questionable on how much has been accomplished to date. FLTG estimates the cost to run a mile of cable is \$40,000 for above ground and \$100,000 below. There is new technology with antennae on poles but accessing the service only reaches 1000-1500 ft. from the antennae. Cell towers will be instrumental in achieving the proposed goal.

Consultant’s Report:

Mr. Palmatier provided an overview of recent meetings he has attended.

NYS IOGA meeting October 21-22, 2015: Representatives from NYSDEC presented at the conference. A representative from the NYSDEC Minerals Division commented their department had no concerns with the 2011 Oil/Gas regulations, it was primarily a political decision to ban high volume hydrologic fracturing in the shale formations.

- At this time NYSDEC Minerals Division is focusing on plugging old natural gas wells. There are numerous old wells in the City of Rome and under the Rome Airbase. These wells have the potential to cause problems as they are leaking brine in addition to natural gas.
- NYS has been delaying approval of the proposed Constitution Pipeline in the Southern Tier of NYS. The Federal Energy Regulatory Commission (FERC) has given approval for this project. If NYS does not sign off there is the potential FERC will take control to move the project forward to supply natural gas to the New England states.

America’s Best Communities: Commerce Chenango submitted the next round of paperwork for the grant process on November 6, 2015. The information will be posted on the Commerce Chenango website.

Emkey meeting: Representatives from Emkey visited Smyrna, Sherburne and Hamilton areas to discuss utilizing natural gas from the Emkey natural gas wells to supply proposed projects/businesses in the area.

- The Village of Sherburne's Co-Generation proposal would be the anchor project, in addition to other businesses in Sherburne interested in accessing natural gas.
- Baille Lumber in Smyrna is considering a potential Co-Gen project to reduce electric use and the cost of lumber drying.
- Hamilton would utilize Emkey as a secondary supplier.
- These projects could ultimately allow Emkey to close the compressor station at Bradley Brook in addition to eliminating their tap into the Dominion line. This would reduce Emkey's operating costs.
- Leatherstocking is still considering running a pipeline from the proposed Constitution Pipeline to Greene, should the Constitution project move forward. If not Emkey may consider utilizing their right of way through Chenango County to supply natural gas from their wells in the northern section of the County.
- Empire State Development, in conjunction with Emkey, has a hydroponic greenhouse project. A project of this type in Chenango County would meet the URI initiative by utilizing producing natural gas wells not tied into the pipeline, for example the Romahn, Doty and Parker well sites are relatively level sites to accommodate construction of greenhouses.

"Entrepreneur Night": A presentation led by area Entrepreneurs and business leaders will be held Tuesday, November 17, 2015, 7-8:30 pm at the Oxford Academy High School. This presentation is an opportunity for the public and entrepreneurs present and future to interact on how to develop or expand a business.

Privilege of the Floor:

Supervisor Grace: The Town of Columbus has budgeted funds to repair the existing historic Town Hall. However the budgeted funds will not be adequate to repair the building to meet code standards. It may be more cost effective for the town to build a new handicap accessible building incorporating the windows and historic aspects of the existing building into a new building. At this time the Town Council is waiting for the final cost assessment from the engineering firm. Supervisor Grace stated the Town budget is starting to benefit from the Chobani Pilot payments.

Mr. Larsen provided an update on the progress of repairs to the NYS&W railroad. On Thursday November 12, 2015 there will be a pre-bid meeting with the potential of eight companies submitting bids for the repair and update of the rail line. Bids will be opened on December 17, 2015, with work slated to start in the spring of 2016. The repairs have been completed between Earlville and Sherburne through NYSDOT funds. The NYSDOT funded repairs, may allot extra grant money for the additional repairs to the 30 wash out areas and replacement of approximately 17,000 railroad ties.

Ms. Chirlin stated there has been some new houses built in Town of North Norwich along the Steam Saw road.

General discussion if there should be a December Planning Board meeting. **Mr. Guinn motioned to not hold a December Planning Board meeting, only a 239 meeting on December 8, 2015 @ 8:30 am, if necessary. Motion second by Mr. Romahn. All ayes, motion carried.**

With no further comments or business, the meeting was adjourned at 9:00 a.m.

NEXT MEETING: Tuesday, January 12, 2016 at 8:00 a.m.