

**Planning and Economic Development Committee Meeting
Chenango County Office Building – Committee Room
Thursday, February 13, 2020 – 10:00 am**

Present Were: Chairman Michael R. Khoury, Supervisor James J. McNeil, Supervisor Peter C. Flanagan, Supervisor John H. Lawrence, Supervisor Timothy Brown, Supervisor John J. Cammarata, Airport Administrator Don MacIntosh, Consultant Steve Palmatier, Planning Director Shane Butler, Commerce Chenango CEO Kerri Green, Membership & Program Director Mary Miner, Cornell Cooperative Extension Executive Director Ken Smith and Cornell Cooperative Extension Communications Coordinator Ashley Russell.

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

**Don MacIntosh, Airport Administrator
Commercial Flights:**

Mr. MacIntosh stated that there were 75 commercial flights in 2018 and 45 in 2019.

Mr. MacIntosh listed off the names of the businesses of those commercial flights for the Committee.

General Report on Operations:

Mr. MacIntosh stated that expenses for 2019 were \$144,116 and revenues received was \$130,216. Mr. MacIntosh stated that they pulled \$13,900 out of the trust fund to cover the expenses and that it was the least amount of money that they have had to pull out of the trust fund to cover airport expenses.

Mr. MacIntosh stated that expenses included new lights, purchasing a new zero turn mower, installing new carpeting in the offices and getting covers for the fuel tank bollards.

Mr. MacIntosh stated that there was a meeting held with the engineers and contractor for the apron project and that they have worked together to come up with an agreement to resolve the items on the punch list. Mr. MacIntosh stated that the debris pile will be removed and they will also be putting in additional drainage to take care of the spot that causes a slip hazard. Mr. MacIntosh stated that the Code Inspector requested that they put in bollards around the propane tanks that Plane Leather uses and they have agreed to put those in. Mr. MacIntosh stated that they have agreed to patch the parking lot and remove the fencing. Mr. MacIntosh stated that there will be no additional costs associated with completing the items on the punch list and that the final inspection will be conducted in August.

Mr. Lawrence asked if the fuel prices were lower than Sidney's airport. Mr. MacIntosh stated that they are the same as Sidney's as agreed upon by this Committee.

Mr. Lawrence asked if the pricing was good and wondered if a study on diminishing returns should be done. Mr. MacIntosh stated that pilots would not go out of their way to fuel their planes. Mr. MacIntosh stated that people will stop if it's on their route, at \$7 per hour average for flying, people won't go out of their way to fuel their planes. Mr. MacIntosh stated that even if they lowered their prices by a penny, with a \$20 savings, it would cost them \$25 to fly over to them.

Mr. MacIntosh stated that they have people send in letters all the time complimenting us on our airport facilities and fuel prices. Mr. MacIntosh stated the issue that they face is not having clean, quality local amenities, having a nice hotel was more important to them than the fuel prices.

Mr. MacIntosh stated that the gentleman sent in payment for the fire extinguisher mishap that occurred.

Steve Palmatier, Consultant

Updates:

Mr. Palmatier stated that in the Oxford School District, RoboRAVE is in full swing and they are currently working on finding a location to build a Maker Space for projects.

Mr. Palmatier stated that they are continuing to work on the Entrepreneur Center for the Norwich Morrisville campus, with interest from several local businesses and agencies to fund the project and use the facility.

Mr. Palmatier stated that Unison contacted him to set up a manufacturer workshop training through Morrisville for 120 employees. Mr. Palmatier stated that there was grant funding to pay for 50% of the training classes and that Unison would be paying for the other half either through an in kind match or monetarily or both.

Mr. Palmatier stated that they were looking into the possibility adding a tool makers program under the Morrisville manufacturing workshop program.

Mr. Palmatier stated that he began teaching fundamentals of machining for the Unadilla Valley School District.

Mr. Palmatier stated that Southern Tier 8 and Siemens has been looking at energy efficiency studies and working with the County and Chenango Valley Pet Foods.

Mr. Palmatier stated that Siemens is also taking a look STEAM education in our region and has provided Oxford School with a \$15,000 grant for STEAM programming.

Mr. Palmatier stated that the Siemens STEAM Council has been working with Southern Tier 8 and will be attending a program on advanced manufacturing at the Kaufman Center.

Ken Smith, Executive Director, Cornell Cooperative Extension

Promotion of Outdoor Recreation in Chenango County:

Mr. Smith presented the committee with several brochures and a video for outdoor recreation in the County.

Mr. Smith stated that the Cornell Cooperative Extension Offices focus on four main program areas: agriculture, youth 4H, nutrition and natural resources.

Mr. Smith stated that he focused on economically impactful areas locally and nationally. Mr. Smith stated that outdoor recreation was the largest impactful industry in the United States, above the pharmaceutical industry and vehicle manufacturing.

Mr. Smith went over tourism dollars in NYS by county and stated that he took a look at each of them to determine which counties were closely related to Chenango County as far as available resources.

Mr. Smith stated that we cannot compare ourselves to surrounding counties such as Delaware or Otsego because we do not have ski resorts, major reservoirs or halls of fame. So he looked at Lewis County and Herkimer County. Mr. Smith stated that we have an abundance of natural resources for fishing, kayaking,

canoeing, hiking and fishing. Mr. Smith stated that while he attended the sportsman's show in Syracuse, people were asking him about camping and places that they could camp in the County. So he also focused on camping.

Mr. Smith stated that they needed to set a goal to increase tourism dollars for Chenango County over a specified timeframe. Mr. Smith stated that in order to meet the goal, they need to take a look at the recreational habits of people.

Mr. Smith stated that he looked at several areas and the main areas of interest in the county were boating and fishing, RVing, motorcycling/ATV's, hunting, shooting and trapping, equestrian and snow activities. Mr. Smith stated that there is a lot of money in those recreations and we had the ability to improve upon and expand our resources to promote those things.

Mr. Smith stated that cycling is becoming popular and growing in our area and that there are several locations in the County that were being looked at for trail expansion.

Mr. Smith stated that he has collaborated with Commerce Chenango in the past and continues to work with them.

Mr. McNeil stated that they also needed to make sure that they targeted online resources in addition to printed materials.

Mr. Khoury stated that the County is paying for two separate entities to promote the County and that Cornell and Commerce Chenango needed to be working together to make sure they aren't promoting the same things by producing separate materials.

Mr. Smith stated that they have just started to begin their efforts and that they haven't put a lot of dollars into this yet.

Mr. Smith stated that he worked with Commerce Chenango when they put together the river guide and the outdoor recreation map.

Ms. Green stated that they needed to make sure that they are both using consistent branding and verbiage.

Mr. Khoury stated that the Agriculture, Buildings and Grounds Committee provided money to Cornell for this and that this was something that the Planning & Economic Development Committee oversees. Planning and Economic Development oversees tourism advertising and they needed to ensure that the County isn't spending money that ends up with two agencies working against each other.

Mr. Smith stated that they haven't spent any money on advertising, they have only produced those brochures.

Mr. Smith stated that outdoor recreation has been discussed forever and that he's worked with the Agriculture, Buildings and Grounds Committee for a long time on it and he went to them to ask for money and they asked him to produce brochures.

Mr. Flanagan stated that Mr. Smith did not come up with this on his own, he was asked by the AB&G Committee to come up with these brochures and to come up with a plan to promote those outdoor activities with Cook Park in mind for some of those ideas.

Mr. Smith stated that he has put those brochures in front of Mr. Butler from the Planning Department and Ms. Robinson at Commerce Chenango.

Mr. Khoury stated that he was not saying that any toes were being stepped on. Mr. Khoury stated that he is trying to make sure that since we pay Commerce Chenango to promote tourism and we are paying Cornell Cooperative Extension to promote outdoor recreation they needed to work with each other.

Mr. Flanagan stated that this was a narrow focus on outdoor recreation and that he did not think that they did anything wrong. Mr. Flanagan stated that once they get things together that Cornell and the Commerce could work together to get this off the ground.

Mr. Khoury stated that he wanted to make sure that they are working together and on the same track and not duplicating each other either with taxpayer's dollars.

Kerri Green, President & CEO, Commerce Chenango
Economic Development initiatives in Chenango County:

Ms. Green went over the following items with the Committee that Commerce Chenango has been working on:

IDA:

- Continuing to look at PILOT applications as they come through.
- Puckett Solar in Greene was approved in December 2019.
- Continuing to look for leasing options for the airport building.
- Starting to talk about possibilities to increase the use of the airport by looking at grants, working with Congressman Brindisi's Office, and the Planning and Economic Development Department. They are also looking at tourism related promotions for the airport.
- Railroad operations. Working with FEMA on repairs and are awaiting their final decision.
- Live Streaming of the IDA meetings – YouTube Channel for the Chenango IDA.

Development Chenango Corporation:

- Vetting applications for revolving loan funds.
- Working to streamline the application process and simplify the application.
- Looking for additional DCC Board members.
- Discuss other ways to use funds to support innovation and economic growth in the county.
- Downtown Revitalization Initiative – Formation of a Steering Committee, surveys sent out to see what the community interests were, identifying the next steps needed in order to complete and submit the grant application that is due at the end of May.

Commerce Chenango:

- Completed 2020 Staffing Model with the addition of a new Director of Membership and Programs.
- Working with Economic Development Coordinator to promote Commerce programs.
- New for 2020 – Talent Pipeline: Population Recovery Strategies (May, 2020), Hosting a Legislative breakfast (October 15, 2020).
- Hosted a grant funding workshop with Congressman Brindisi's Office in January for interest in USDA grants.
- Continue to host USDA grant workshops.

Government Relations:

- Attending Chamber Alliance of New York State conference
- Attending NYS Economic Development Committee conference
- Attending International Economic Development Committee conference

- Increasing contact with government officials and watching the 2020 elections and candidates
- Connecting with government agencies such as ESD, REDC, STREDC and the USDA
- Continuing to offer workshops throughout the year for ARC funding and CFA.

Ms. Green stated that they continue to work with local businesses and investors for the hotel project in Norwich at the old Morrisville building.

Mr. Khoury stated that he wanted to see the Commerce collaborating with Cornell and working together moving forward. Ms. Green stated that branding consistency, website and social media consistency was important. Ms. Green stated that during this meeting was the first time she had seen the brochures and video produced by Cornell. Ms. Green stated that they have talked about forming a tourism committee and that they wanted to be make sure that were being collaborative in order to maintain consistency with the tourism program.

Mr. Flanagan asked if Commerce membership was up or down. Ms. Green stated that it was down a little bit with approximately 260 members. Ms. Green stated that they have a new Membership Director and that because that position has been vacant for over two years, membership would start to increase over the next year.

Other Business:

Mr. Flanagan stated that he has heard that there was a lawsuit filed against the County over the windmill project in Guilford. Mr. Butler stated that was correct and that they needed to go into executive session with Mr. Gordon to discuss the details.

At 11:41 Mr. Flanagan made a motion, seconded by Mr. Brown to enter into executive session. Carried.

At 11:59 a.m. Mr. McNeil made a motion, seconded by Mr. Flanagan to adjourn the executive session. Carried

Adjournment:

Mr. Brown made a motion, seconded by Mr. Cammarata, to adjourn the meeting. Carried.

Mr. Khoury adjourned the meeting at 11:59 a.m.

slh

**Planning and Economic Development Committee Meeting
Chenango County Office Building – Committee Room
Thursday, March 12, 2020 – 10:00 am**

Present Were: Chairman Michael R. Khoury, Supervisor James J. McNeil, Supervisor Timothy Brown, Supervisor John J. Cammarata, Planning Director Shane Butler, Real Property Tax Services Director Steve Harris, Commerce Chenango CEO Kerri Green, and Mobility Management Director Bob Wagner.

Absent: Supervisor Peter C. Flanagan and Supervisor John H. Lawrence.

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

**Kerri Green, President & CEO, Commerce Chenango
Tourism Report:**

Ms. Green stated that she and Ms. Robinson met with Mr. Ken Smith from Cornell Cooperative Extension to talk about collaborating with their tourism efforts. Ms. Green stated that tourism related materials and advertising needed to go through the Commerce office.

Ms. Green stated that they are working on putting together an advertising committee to help with tourism planning and that Mr. Smith will be a member of that committee. Ms. Green stated that they would like to have a member of the BOS on that committee as well.

Ms. Green stated that Mr. Smith made a good video and that he will be making some changes to the video to make sure it followed the State Tourism grant requirements as well as County tourism logo branding as well.

Ms. Green stated that they were excited about the occupancy tax law and the additional revenue that it will bring in to help advertise tourism in the county. Ms. Green stated that the advertising committee will help them determine how to utilize that funding. Ms. Green stated that they would be able to attend sportsman's shows and outdoor recreational shows as well.

Ms. Green stated that the state program required matching dollars for tourism advertising and that it was difficult for businesses to use because of the state branding requirements. Ms. Green stated that the occupancy tax funding would help them advertise outside of the state funding program.

Mr. McNeil asked how the occupancy tax revenue was going to be distributed. Mr. Khoury stated that under the law it had to be used for advertising.

Mr. Wilcox stated that there needed to be a committee established by the BOS that would determine how this funding would be distributed. Mr. Wilcox stated that \$47,000 would go to the Commerce and that anything above and beyond that would be determined by the BOS.

Mr. McNeil stated that he asked the question because he did not want anyone to have the wrong assumptions.

Ms. Green went over the 2019 Tourism Report with the committee.

Ms. Green stated that they spent \$96,820 under the I Love NY tourism program. Ms. Green stated that the Commerce paid \$54,387 and properties paid \$42,443 in advertising.

Ms. Green stated that the tourism program initiatives for 2020 were creating a new visitors guide, three more seasonal tourism videos, participating in a new Southern Tier Beverage Trail that will include two breweries in Chenango County, add new festivals/events to the area, continue to work with the state matching tourism program, assist in the development of new lodging properties, work with outdoor recreational groups and better promotion of our resources and the airport.

Mr. Green stated that they want to make sure they are here to help support occupancy tax in any way that they could.

Shane Butler, Director, Planning & Development
Transportation to Employment Update:

Mr. Butler stated that he would let Mr. Wagner provide the committee with an update on the transportation program.

Mr. Wagner stated that during the first two months they conducted a lot of outreach and presented the program to 20 different agencies.

Mr. Wagner stated that they are starting to receive phone calls for requests for transportation.

Mr. Wagner stated that they are working on sustainable, long term plans for those individuals to get them to and from work.

Mr. Wagner stated that they have provided close to 1,000 miles of transportation to work for those individuals. Mr. Wagner stated that they expect to serve 25 to 40 people by the end of the year.

Mr. Wagner stated that they assisted one individual in finding housing closer to their place of employment because they recognized that they could not afford transportation to work and walking to and from work was a more viable option.

Mr. Wagner stated that they are working on getting volunteer drivers and that they provide training as well as umbrella insurance for the volunteer drivers.

Mr. Wagner stated that they are getting the word out there not only for the transportation to work program but for the transportation for health care appointments as well.

Mr. Wagner stated that they are working on a tracking app for individuals to log into in order to be able to find transportation services that may be available close to where they are located.

Mr. Wagner spoke about a bill that is being proposed that will change the public transportation system by allowing funding to be used to purchase vehicles other than busses. Mr. Wagner stated that bus transportation did not work well for rural areas and that they would be better served with smaller passenger vehicles like mini vans.

Mr. Khoury asked Mr. Wagner to send him a copy of the bill for the committee to look at in order to offer some assistance in helping to pass the legislation.

AWOS – NADIN Weather Information Service:

Mr. Butler stated that this service would allow the company RISNet to send their AWOS reports to the FAA and flight facilities nationwide. Mr. Butler stated that pilots would be able to receive real time weather reports for airports and use this information to determine flight patterns and where they could determine the best place to land in the event of bad weather.

Mr. Butler stated that the service was \$60 per month and that the Airport Steering Committee would like to try this service for a period of time in order to evaluate its effectiveness.

Mr. Butler stated that they would like to appropriate the \$540 for the fees for this service for April through December and that next year they could take a look at increasing hangar fees by \$5 per month to pay for the service.

Mr. McNeil asked if they could squeeze the funding from one of their current budget lines and that he would like them to take a look at that before utilizing the trust fund. Mr. Khoury stated that he agreed with Mr. McNeil. Mr. McNeil stated that they should look at the maintenance line or some other line in their budget and that if they needed to replace it later on down the road they could come back to committee for that purpose.

Mr. McNeil made a motion, seconded by Mr. Cammarata, to refer to the Finance Committee in order to find the funding and implement the RISNet services for the Airport. Carried.

Referral to Finance Committee

T-Hangars – Rent Comparisons:

Mr. Butler provided a monthly report prepared for the Steering Committee on the airport operations and stated that Mr. Turner called all of the nearby airports to compare t-hangar rental fees. Mr. Butler stated that as indicated in the report the airport was competitive with their current fees considering the quality of their hangars. Mr. Butler stated that their hangars had concrete floors and some of the airports did not.

Mr. Butler stated that they currently have one vacant 40 foot hangar and that a notice went out to solicit renters.

Mr. Butler went over the rest of the airport operations report with the committee.

Fair Housing Month Proclamation:

Mr. Butler stated that April was Fair Housing Month and that he was requesting a resolution to designate April 2020 as Fair Housing Month in Chenango County.

Mr. McNeil made a motion, seconded by Mr. Brown, to refer to the next BOS meeting in order to adopt a resolution to declare April 2020 as Fair Housing Month in Chenango County. Carried.

Resolution to follow

Airport Day Contract:

Mr. Butler stated that Warbird Adventures has agreed to provide low level fly-by's and introductory flights during Airport Day. Mr. Butler stated that people would be charged a fee for the introductory flights.

Mr. Butler stated that the contract was for \$3,750 plus the cost of fuel, vehicle and lodging. Mr. Butler stated that funds were available and that they were looking for additional funding support.

Mr. Butler stated that they would be here from June 11 – 15, 2020.

Mr. Cammarata made a motion, seconded by Mr. McNeil, that upon County Attorney approval of the contract, to refer to the next BOS meeting for a resolution to enter into contract with Warbird Aviation for Airport Day services. Carried.

Resolution to Follow

Appropriate Recaptured Funds:

Mr. Butler stated that from time to time homeowners that have participated in the CDBG grant sell their homes before the lien expires. Mr. Butler stated that when they sell their homes they have to pay back a portion of the lien.

Mr. Butler stated that each time this occurs they have to get a resolution to appropriate those dollars and that while speaking with the Treasurer's Office, Mr. Craine and Mr. Young, felt that it would be appropriate to obtain a blanket resolution to appropriate this funding as it comes in rather than waiting to get one each time this occurs. Mr. Butler stated that this would also enable them to get those funds back out into the community sooner.

Mr. McNeil made a motion, seconded by Mr. Brown, to refer to the Finance Committee in order to proceed with obtaining a blanket resolution for recaptured CDBG funds. Carried.

Referral to Finance Committee

Accept and Appropriate FAA Pavement Management Study:

Mr. Butler stated that they received notification from the FAA of an award for the pavement management study at the airport. Mr. Butler stated that C&S Engineers would inventory the state of the pavement of the runway, apron, taxiway and other areas and develop a program for the upkeep of the pavement.

Mr. Butler stated that they received \$70,000 total and that the federal share was \$63,000, the state's share was \$3,500 and the local share that would come out of the Trust was \$3,500.

Mr. Cammarata made a motion, seconded by Mr. Brown, to refer to the Finance Committee in order to accept the FAA pavement study grant. Carried.

Referral to Finance Committee

NYSDOT Aviation Grant:

Mr. Butler stated that they could submit two projects for approval under the NYSDOT Aviation grant program and that the Steering Committee met with C&S to talk about potential projects at the airport.

Mr. Butler stated that only one project would be approved and that it would have a 10% local match.

Mr. Butler stated that the first project that they wanted to apply for was for renovations to the jet hangar. Mr. Butler stated that the jet hangar was deteriorating and that ceiling tiles and insulation have been falling and that there are gaps in the concrete block exterior. Mr. Butler stated that the cost of this project is estimated to be \$200,000 to \$300,000 depending on what needed to be repaired. Mr. Butler stated that the local match of \$20,000 to \$30,000 would come out of the trust fund.

Mr. Butler stated that they would like to look for donations from area businesses to help with the local match. Mr. Butler stated that he would be speaking with the Treasurer's Office to see if they could solicit donations and if so, how to go about it. Mr. Butler stated that receiving donations towards the local match for this project would be a way for them to help preserve the trust fund.

Mr. Butler stated that the second project would be for the replacement of the AWOS system. Mr. Butler stated that the current AWOS system was 10 years old and that there have been many “Band-Aid” repairs done to keep it functioning. Mr. Butler stated that the cost of this project is estimated to be around \$60,000 with the local match of around \$6,000 from the trust fund.

Mr. Cammarata made a motion, seconded by Mr. McNeil to refer to the next BOS meeting in order to obtain a resolution to apply for the NYSDOT Aviation grant. Carried.

Resolution to Follow

Historical & Cultural Projects:

Mr. Butler stated that there was an environmental group working on historical and cultural projects to help lighten the blow of the aesthetics of the view of windmills.

Mr. Butler stated that they were asked if they knew of any project funding needs that would fit the project requirements. Mr. Butler stated that plane departure was affected because of the height of the windmills for the proposed Guilford project and this would fit the criteria for funding.

Mr. Butler stated that they would like to look into this program and utilize the funding to display artifacts from the airport and the Eaton family in the administration building at the airport. Mr. Butler stated that the Eaton family has been looking for a location to display those artifacts and that they could renovate the admin. building to make a space for the items to be displayed.

Referral – Solar/Wind Oversight:

Mr. Harris stated that this new legislation is part of the 30 day amendments to the state budget.

Mr. Butler stated that land use laws have to be considered. Mr. Butler stated that with this new proposal state offices can decide not to enforce those laws if they decide that they are deemed to be too constrictive and that they have also decreased the projects from 30mgw to 10mgw proposals.

Mr. Butler stated that this infringes on home rule aspects as well.

Mr. Harris read the following information to the committee regarding the law’s siting process.

Permit Application: The Office of Renewable Energy Siting would decide within 60 days of receiving the permit application whether a permit application is complete, and, if the Office does not decide within this time period, the application is deemed to be complete.

Public Comment: General Expressions of disagreement with our general opposition to the siting, design, construction and/or operation of a major renewal energy facility during the public comment shall not be considered to be substantive or significant for the purpose of this section.

Final Siting Permit: The Office must make a final decision on a siting permit for any major renewable energy project within one year from the date of application was deemed complete.

Local Laws: This Office may elect not to apply, in whole or in part, any local law or ordinance which would otherwise be applicable if it finds that, as applied to the proposed major renewable energy facility, is unreasonably burdensome in view of CPLA targets and environmental benefits of the proposed major renewable energy facility.

Mr. Harris stated that IDA agreements of municipal agreements would be required to be sent to NYSEERDA and NYSEERDA would tell them what the PILOT agreement will be. Mr. Harris stated that NYSEERDA employees were not assessors and that they did not have the background to do that type of work.

Mr. Harris stated that transmission was also a big part of those projects and that there could be a lot of transmission lines involved with those projects.

Mr. Butler stated that the Town of Guilford has received funding to study the impacts of the windmill project to the community and that this law will over rule the home rule law and anything over 10mgw could come in. Mr. Butler stated that the state law would overrule them.

After further discussion on the newly proposed law, Mr. McNeil made a motion, seconded by Mr. Brown, to refer to the next BOS meeting in order to adopt a resolution opposing the legislation as written and to send the resolution to legislators and NYSAC. Carried.

Resolution to Follow

Solar Project Glare Study:

Mr. Butler stated that when the Norwich Solar Project was implemented they did not take into consideration the glare off of the solar panels to pilots flying over the area. Mr. Butler stated that this was something that was new to them and wasn't thought about or considered.

Mr. Butler stated that they were in the process of outlining areas of concern to pilots coming into the airport. Mr. Butler stated that they are creating a map of the airport's air space in order to protect the airport's rights and they will get a copy of the map out to all of the municipalities that this involves for them to look at and take into consideration for future projects.

Adjournment:

Mr. McNeil made a motion, seconded by Mr. Cammarata, to adjourn the meeting. Carried.

Mr. Khoury adjourned the meeting at 11:24 a.m.

slh

Planning and Economic Development Committee Meeting
Chenango County Office Building – Committee Room
Thursday, June 11, 2020 – 10:00 am

Present Were: Chairman Michael R. Khoury, Supervisor Peter Flanagan, Planner Corey Katusha, Clerk of the Board/County Auditor RC Woodford.

Present via Teleconference Were: Supervisor James J. McNeil, Supervisor John Lawrence, Supervisor Timothy Brown, Supervisor John J. Cammarata, Supervisor Tom Grace and Director of SUNY Morrisville Norwich Campus Lindsey Lefevre.

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

Lindsey Lefevre, Director, SUNY Morrisville Norwich Campus
Amend Morrisville State College Agreement:

Ms. Lefevre stated that the reason that the agreement needed to be amended was because in 2017 SUNY changed their policy that would no longer allow them to charge a differential college tuition rate for students sitting in the same course.

Ms. Lefevre stated that in order to sustain this program for high school students and have the students be on campus they had to have a separate cohort. Ms. Lefevre stated that in order to pay the instructors and not subsidize tuition to SUNY they had to increase their rates by \$25 per credit.

Mr. Khoury asked what the differential rate charge was based on, the student attending classes at the college or at the high school. Ms. Lefevre stated that a matriculated student that they would accept and enroll would be paying \$300 per credit, where a high school student was only being charged \$50 per credit and per SUNY policy they are no longer able to do that. Ms. Lefevre stated that it meant that SUNY Morrisville would have to subsidize that tuition back to SUNY, which would cause them to have to repay SUNY over \$100,000 per year. Ms. Lefevre stated that this was for only on campus courses, and since this change came about, they still want the students to have an on campus experience, however they still have to hold separate courses for those high school students. They cannot integrated their matriculated students in with the dual credit students.

Mr. Khoury stated that it would be a per credit hour charge of \$75 for on campus and \$50 for off campus. Ms. Lefevre stated that was correct and to give the Committee an idea, in 2019-2020 the County was invoiced roughly \$16,000 per year for those on campus dual credit courses. Ms. Lefevre stated that their 2020-2021 projection was about \$5,600 because they were not going to open up just any course for high school students because they would not be able to sustain paying the faculty member to teach the course for two or three high school students. Ms. Lefevre stated that they were projecting a savings for those on campus dual credit courses for the County.

Mr. Grace asked what the enrollment numbers were for the last term and the projected enrollment for this next term for dual credits and matriculated students. Ms. Lefevre stated that their projections for the fall of 2020 for matriculated students was 250 and dual credit on campus students was 25, which is down from 35 students. Ms. Lefevre stated that the reason for the decline was due to the decline in the high school graduating classes.

Mr. Flanagan stated if he understood correctly that they had to charge a certain amount for the students and that they could not be mixed in with the matriculated students. Ms. Lefevre stated that per SUNY policy they were

not able to charge different rates for students sitting in the same classroom. Mr. Flanagan stated that the high school students had to pay what the matriculated students had to pay. Ms. Lefevre stated that if they were integrated in with the matriculated students that was correct. Ms. Lefevre stated that besides the tuition fee, SUNY mandates that every on campus student has to pay two different fees. One being the SUNY fee and the other being the technology fee. Ms. Lefevre stated that in order to pay those fees and keep this program sustainable they needed to raise that per credit hour rate. This covered the instructor's salary and those mandatory SUNY fees.

Mr. Cammarata asked if this tuition proposal was something that has been in place or was it new this year. Ms. Lefevre stated no, this was something as a college that was important to keep the program going even though they had to subsidize so much back to SUNY but with everything going on now with budgetary restriction they were no longer able to financially sustain it any longer. Ms. Lefevre stated that they were changing it this year, but the policy has actually been in place since 2017.

Mr. McNeil stated that they were looking at only high school students taking courses on campus and last year they were paying \$50 per credit hour per student for 35 students. Mr. McNeil stated that he was looking at the bottom line and asked what the total number of credit hours were for those high school students. Mr. McNeil stated that he was looking for \$25 per credit hour times what. Ms. Lefevre stated that the 25 students that were slated to take courses for the 2020-2021 year would only be taking one course. So the amount would be \$75 times the 25 students. Mr. McNeil stated that the amount of the increase out of their budget would be \$1,875. Ms. Lefevre stated that was correct for 25 students. Mr. McNeil stated that he wanted the Committee to know what the actual dollar amount increase was.

Mr. Khoury stated that he wanted to review an email that he received from Mr. Woodford and that they were projecting a total cost of \$14,410 for the 2020-2021 academic year and asked if that was correct. Ms. Lefevre stated that since that email was sent out there was a new development that occurred. Ms. Lefevre stated that they have to enroll at least 13 students in a course to break even and based on the registration numbers that they have received from the school districts, they have had to cancel some of the courses that were slated to run next year because they did not meet the enrollment numbers for just high school students. Mr. Khoury stated that overall this resulted in a reduction to the cost to the County. Ms. Lefevre stated that was correct, about \$10,000.

Mr. Flanagan made a motion, seconded by Mr. Cammarata to amend the agreement with SUNY Morrisville to increase the per credit hour rate from \$50 to \$75 for on campus courses. Carried.

Resolution to Follow

Other

Rural Broadband – Per Board Discussion June 8, 2020:

Mr. Khoury stated that broadband service was discussed during the last BOS meeting and he invited Mr. Grace to join the meeting to discuss it.

Mr. Grace stated that he appreciated the opportunity. Mr. Grace stated that right now he believed that there were funds available to improve the internet. Ms. Grace stated that with the whole squeaky wheel thing they have to squeak to get some of that money.

Mr. Grace stated that they needed to document the current conditions. Mr. Grace stated that he has been told by a couple of department heads that they were having difficulty delivering services remotely. Mr. Grace stated that they should ask every department head to send them a brief description of what they were facing and what their suggestions were for helping the situation. Mr. Grace stated that by each department they could document how substandard internet was affecting their performance and how this affected the delivery of those services to their clients.

Mr. Grace stated that they could also ask the schools. Mr. Grace stated that he has heard from several high school seniors and that they would sort of have a gap year following high school graduation because those students did not feel they could really handle college because within the last three or four months they have not been able to get the kind of school they needed this year and they did not feel confident moving into college. Mr. Grace stated that it put rural students at a real disadvantage. Mr. Grace stated that he sent an email to the Superintendent of Schools at BOCES, Mr. Perry Dewey, asking him if he would provide him with appropriate contacts for each of the school districts within the County in order to reach out to them and ask them what situations they were facing and how it was affecting their students as well as what they thought could be done about it to address the situation that would allow our students to compete with those who had better internet. Mr. Grace stated that in most cases those with better internet did not come from rural areas.

Mr. Grace stated that a few month ago Supervisor Lawrence sent out a memo from the State's 6th Judicial District talking about the problems the courts faced trying to work remotely. Mr. Grace stated that there was a line in the memo that caught his attention: even though there were justices who were well trained and had their own personal equipment to use, they were unable to do so because those services at their houses where they were asked to remotely work from was inadequate. Mr. Grace stated they should ask the county's justice association or justices in each town to do the same thing. Give them a brief description of how they were able to operate, or not operate, as they were told to do so remotely over the internet.

Mr. Grace stated that they needed to put all of that information together in order to have a much stronger case to approach their state or federal representatives with to say here is why we need it. Our students are disadvantaged, our courts cannot operate and function in this age where we don't know if this is going to occur again. Mr. Grace stated that right now they seem to be coming out of these dark times, but with everything that he has read, the experts do not know whether or not we will be plunged right back into it. Mr. Grace stated that now was the critical time to document our shortcomings by going to our department heads, schools and courts and asking them to tell us in written form what is going on from their perspective and what should be done to address it. Mr. Grace stated that this would be a great place for the Committee to start in order to see how big the problem is that they were facing and what could be done about it.

Mr. Khoury stated that Mr. Grace spoke about the school, courts and department heads and asked if they should also reach out to businesses for local business concerns as well. Mr. Grace stated that they should also ask them as well.

Mr. Cammarata stated that the problem was with the internet service suppliers to those rural towns, such as Smithville. Mr. Cammarata stated that at his home in Smithville they use Frontier and recently the internet went down. Mr. Cammarata stated that Frontier would not be able to fix the problem for two weeks. Mr. Cammarata stated at the town's highway department they have currently been without internet for six days and was told that Frontier would not be able to come out to repair it for at least three weeks. Mr. Cammarata stated that the highway is without communications because the phones work off of Wi-Fi so he has to use his cellphone.

Mr. Cammarata stated that there was another company coming into the area, however this company is only providing service to certain areas within the town. Mr. Cammarata stated that this was really really bad and that years ago he thought the County received a grant to improve internet services. Mr. Khoury stated that according to the NYS website for that grant, Chenango County was awarded \$1.8 million, but that went to Frontier. Mr. Khoury stated that some monies were given, but it wasn't given directly to the County and they have no idea where or how that money was spent. Mr. Khoury stated that he has called Frontier, but he hadn't gotten an answer back from them as to where exactly where that money has been spent.

Mr. Cammarata stated that Frontier has filed bankruptcy so that \$1.6 million was going right out the window. Mr. Grace stated that Frontier filed bankruptcy in April and that they were bankrupt.

Mr. Flanagan stated that Mr. Grace's initial discussion regarding gathering information from county departments and schools or whatever should also include what they don't think they can do over the internet because he has heard from several teachers that they are used to doing things the old fashioned way but he guessed that there were some things that still needed to be done in person. Mr. Flanagan stated that he was all in favor of better internet, but he did not think they would be able to do everything. Mr. Flanagan stated that what they can and can't do as a department would be of interest to him.

Mr. Flanagan stated that as far as Frontier, Frontier was not the only game in town and that because they filed for bankruptcy they were under bankruptcy protection from having to pay their bills for a while. Mr. Flanagan stated that he did not know if they would disappear or be absorbed. Mr. Flanagan stated that he always laughed over the years because the County has not gotten the money, it has gone directly to Frontier. Mr. Flanagan stated that right now he has better internet at his home located on a dirt road in Preston than the County Office Building because he guessed that internet was the new human right and that's where we were headed. It was like electrification to the farm. Mr. Flanagan stated that there were companies in the area that could expand capabilities without doing the old fashioned wires. Mr. Flanagan stated that one of companies was First Light and that he thought that was intriguing and that they should be on board with that. Mr. Flanagan stated that he thought that First Light was now part of the county suite of services, in addition to Frontier. Mr. Flanagan mentioned the names of two individuals Shawn Smith and Terry Potter, but did not know the name of the company they worked for, that were offering satellite internet service. Mr. Flanagan stated that it seemed to him that the service would be much less of a cost to extend it to rural areas. Mr. Khoury stated that they were talking about different technologies that would work better. Mr. Khoury stated that Hughes Net was one of the companies that offered satellite internet. Mr. Khoury stated that he would say that it was what one might say was adequate. They were able to run their businesses, but if their kids were on at the same time streaming television services, such as Netflix, it was going to be tough and there was going to be disappointment. Mr. Flanagan stated that he had Hughes Net and went from them to Frontier's dial up internet and that was a vast improvement. Mr. Flanagan stated that and then he went to Frontier's fiber cable service and that was like Star Wars versus a Model T. Mr. Flanagan stated that if it was snowing or raining, forget about satellite services working. Mr. Khoury stated that in the Town of Smyrna, Frontier, although in bankruptcy, was currently installing fiber optic cable. Mr. Khoury stated that evidently that project was still underway. Mr. Khoury stated that another inquiry could be made speaking directly to Frontier, who was responsible for those internet upgrades.

Mr. Katusha stated that the reason that Mr. Butler was unable to attend today's meeting was because he was on a conference call with the NYS Empire Development Committee talking about the broadband issues in the County as far as where service is and where service is lacking.

Mr. Grace stated that with some services there were data caps. He knew someone that switched to a satellite service where the service was good for the first three days and then after that they were paying by the minute for the service. Mr. Grace stated that as others have made all good comments today, if you were heavily using that type of internet service that probably would not work for you.

Mr. Grace stated that he had Frontier for 40 years and that he had continual problems with their service. Mr. Grace stated that Frontier did not have the infrastructure for their internet that was required.

Mr. Grace stated that Frontier may be addressing the situation in certain ways, but he felt that they needed to document the current situation as they have discussed to find out more and more about what they actually have for service because it was very spotty. Mr. Grace stated that in our county we have sort of the have and have-nots for service. Some people have fine service and they are doing pretty well and others have horrendous service. Mr. Grace stated that meanwhile they are losing their clients or students are falling behind.

Mr. Grace stated right now they needed to get an idea as to where they stand county wide.

Mr. Khoury stated that this Committee should be able to gather that information and look at what can be done, what can't be done and what is needed. Mr. Khoury stated that they could continue to work together and that during the next meeting they should be able to look at their results. Mr. Khoury stated that he would assign the planning department to look at the department heads, he would reach out to businesses and asked all Committee members to help.

Mr. Flanagan stated that he wanted to mention the interaction with the schools and that the schools technology was way ahead of the County in terms of employing technology. Mr. Flanagan stated that the issue for them was service while working from home. Mr. Flanagan stated that they were now discussing providing equipment to Supervisors. Mr. Flanagan stated that he thought that it would require not only Supervisors, but essential workers to have the equipment. Mr. Khoury stated that the Sherburne-Earlville school district provided iPads to students but this was all part of the inquiry or assessments by the schools. Mr. Khoury asked Mr. Grace if he would continue to work with the schools on this issue. Mr. Grace stated that he would.

Mr. Flanagan stated that he wanted to know where the County was with the County's referral to look into equipment for the BOS. Mr. Woodford stated that it would be dealt with during the Finance Committee meeting later this month and that they had some estimates and different alternatives. Mr. Flanagan asked if the towns would be able to piggyback off of the County's purchase. Mr. Woodford stated that they would be using state contract.

Mr. Cammarata asked if there was any further development with the new hotel project in Norwich. Mr. Khoury stated that he has not heard anything regarding it and that from his perspective with the lockdown being what it was and hotels being in the epicenter of that he was not surprised that they haven't heard anything.

Mr. Grace asked how they would proceed from here and if someone was going to ask the department heads and actually do the ground work so that they had something that they could review during the next meeting. Mr. Khoury stated that the Planning Department would be looking into the department heads, he would look into businesses and Mr. Grace was going to reach out to the schools.

Adjournment:

Mr. Cammarata made a motion, seconded by Mr. Flanagan, to adjourn the meeting. Carried.

Mr. Khoury adjourned the meeting at 10:40 a.m.

slh

**Planning and Economic Development Committee Meeting
Chenango County Office Building – Committee Room
Thursday, July 16, 2020 – 10:00 am**

Present Were: Chairman Michael R. Khoury, Supervisor James J. McNeil, Supervisor John Lawrence, Supervisor Timothy Brown, Supervisor Tom Grace, Planning Director Shane Butler, Commerce Chenango President and CEO Kerri Green, Chairman of the Board Lawrence Wilcox and Clerk of the Board/County Auditor RC Woodford.

Present via Teleconference Were: Supervisor John J. Cammarata and Supervisor Peter C. Flanagan joined the meeting at 10:04 a.m.

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

**Kerri Green, President & CEO, Commerce Chenango
Economic Development during COVID:**

Ms. Green stated that during the COVID pandemic Commerce Chenango has been at the forefront of a lot of what has been going on. Ms. Green stated that they have been holding a series of webinars to help support the public and their businesses to help them get through the reopening process. Ms. Green stated that they have been helping to answer their questions, helping with funding and providing a lot of counseling to everybody in the community.

Ms. Green stated that it has been wonderful to have such a great reach with people that haven't always been associated with Commerce Chenango. Ms. Green stated that they have helped businesses regardless of whether or not they were members.

Ms. Green stated that at one point they were keeping a log of everyone that their office had contact with and from the middle of March through the end of May they spoke with at least 300 businesses in the county.

Ms. Green stated that she has been working very closely with Marc Flindt and Isaiah Sutton from the Department of Health and Matt Beckwith from Emergency Services to help businesses phasing in and with those with essential status.

Ms. Green stated that she has been sitting in on the regional control room as Chairman Wilcox's proxy and that she has been on that call with the State every day. Ms. Green stated that when people have questions or the Supervisors, Mr. Flindt, Mr. Sutton, and Mr. Beckwith have questions she has been able to speak with contacts at the State level to get clarifications. Ms. Green stated that obviously there were still some things that weren't open and still some questions about gyms, places to get facials and concert series. Ms. Green stated that there were a lot of unknowns and that she has been advocating for the region and the County on those calls.

Ms. Green stated that Commissioner Seggos, the Commissioner of the DEC, was the head of the Southern Tier Control Room and they have been working together as a group to advocate for the southern tier and especially for Chenango County.

Ms. Green stated that it has been a long road that was not over yet. Ms. Green stated that they were constantly looking at the data and trying to keep everyone as informed as possible.

Ms. Green stated that in looking at the positives related to COVID she thinks that it has created a lot of wonderful collaborative efforts between her office, the County and their counterparts throughout the southern tier. Ms. Green stated that all of the economic development personnel from each region has also been getting together with their counterparts. Ms. Green stated that every other week she has a conference call with all of the other economic development officials in the southern tier and they talk about what is happening in their communities. Ms. Green stated that she thinks that our county is pretty much in line with the other communities and dealing with much of the same things.

Ms. Green stated that she wanted to share a little bit of that information with the committee and let them know the role that Commerce Chenango has been playing in this and how they have been trying to be an advocate for the County.

Ms. Green stated that all of their webinars have been recorded and are online under their YouTube page.

Ms. Green stated that from the Control Room status they were starting to look at the K12 guidelines that were just released and she and Matt Beckwith were on a call with Dan Fuller, the State Department of Education Secretary, going through some of the guidelines and what the schools needed to do. Ms. Green stated that that it was basically in the hands of the schools to determine how they were going to follow those guidelines. Ms. Green stated that Mr. Fuller advised them that those guidelines should really be considered as the floor and not the ceiling of expectation and that each school should take those guidelines and find a way to implement them in a way that makes sense to the individual needs of each school. Ms. Green stated that schools were working on those plans and getting them submitted to the State.

Ms. Green stated that in the Control Room they were looking at the data and trying to be aware of any hot spots that pop up around the southern tier and especially throughout the State. Ms. Green stated that for the most part they were constantly being praised for how well the southern tier has been doing. Ms. Green stated that the southern tier has the second lowest numbers in the entire state. Ms. Green stated that a lot of that credit goes to everyone who has been working hard throughout this pandemic and getting people educated. Ms. Green stated that the County's Health Department was amazing and that Mr. Flindt, Mr. Sutton and their entire team have been fabulous to work with. Ms. Green stated that this has definitely been a team effort.

Ms. Green stated that the Development Chenango Corporation (DCC) just announced a COVID loan program to assist businesses obtain funding that may not otherwise be available to them. Ms. Green stated that they are offering a \$25,000 short-term, no interest and no payment for six months loan to businesses in the County. Ms. Green stated that they have allocated \$250,000 for that program. Ms. Green stated that they have already had businesses apply for this funding. Ms. Green stated that this program was available to any business that has been affected by COVID for the purchase of inventory, help meet payroll or make changes to their establishments to meet the COVID guidelines for reopening. Ms. Green stated that this funding was to help provide businesses with a little bit of breathing room and give them time to recover. Ms. Green stated that as an example she met with Galaxy Bowl in Bainbridge, a business that has been hit hard with a loss of \$60,000 since the pandemic started. Ms. Green stated that there was no known timeframe as to when bowling alleys could open and that guidelines have not been established for them either. Ms. Green stated that they contacted her and said that if they couldn't get something they weren't going to be here when they were able to open again. Ms. Green stated that the program was for things like that. Ms. Green stated that was what the program was designed for and that she was hoping to make an even better impact throughout the County with that program.

Ms. Green stated that a lot of weaknesses have been discovered during the COVID pandemic. Ms. Green stated that they have been working on the broadband service issues for a while with the Planning Department, Congressman Brindisi's Office and Southern Tier 8.

Mr. McNeil asked if there were applications available for the loan program. Ms. Green stated that the applications were online and available in her office.

Mr. Khoury asked if the Chamber's COVID loan program was a supplemental program to the federal programs available. In other words if somebody did not get the federal loans would this be a different way to go for assistance. Ms. Green stated that this was the DCC's own loan program and was not aligned with any governmental programs. Ms. Green stated that it was money that was available in the DCC's portfolio that was pulled out in order to make it available for this. Ms. Green stated that in the application they ask if applicants received other funding however, a large part of the loan application was their statement of need, why they needed this funding, what it would do for their business and what their hardships were. Ms. Green stated that there may be some that could get an idle grant or small business funding but were still struggling.

Mr. Cammarata asked if Ms. Green had looked further into chain hotels for this area during the COVID pandemic. Ms. Green stated that they were in the process of working on it back in March when the pandemic hit and there was a developer in the Utica area that she was talking to. Ms. Green stated that she knows that this is something that was needed in Norwich and it did not seem to be a priority during the pandemic. Ms. Green stated that this was still a hot topic for them and that they would be pursuing it later on down the road once things calmed down from the pandemic. Mr. Cammarata stated that it might be a good time to send letters around because two more hotels were being constructed in Vestal. Mr. Cammarata stated that the next time he was down that way he might start taking down some names and stopping in and talking to some of the managers of some of the hotels in the Vestal area to see if he could get any information for Ms. Green. Ms. Green stated that would be great and that she would definitely be picking back up on conversations with the developer that they were talking to. Ms. Green stated that there were a couple of boutique hotel ideas that were floating around when the pandemic first started and that there were two organizations that were looking at building a small 20 to 25 person hotel in the area which would be a nice addition to what was currently available.

Mr. McNeil stated that he just looked up the loan application online and that it stated 6 month no payment no interest asked what the term of the loan was. Ms. Green stated that was purposefully left open because what they have done was tell people that they could get a loan for up to \$25,000 and if somebody took out a \$10,000 loan they likely wouldn't drag that out for ten years. Ms. Green stated that if someone took out a \$25,000 loan with them it would probably be for eight to ten years depending on the comfort of the payment level for the individual. Ms. Green stated that someone might take out a loan for \$5,000 and be able to pay it back within the 6 months or they might take out a loan for more money and they may need longer to pay it back.

Mr. Khoury stated that he had a question regarding the state of mind for businesses and wanted to know if Ms. Green knew what it was. Ms. Green stated that it depended on what type of business it was, for the most part things were positive and that the community has been really supportive and tried to frequent businesses that they could, especially when things were shut down. Ms. Green stated that there was still a lot of uncertainty regarding masks and enforcement. Ms. Green stated that the County Health Department could only do so much in terms of enforcement and that they were not going to go into every business every day to make sure people were complying. Ms. Green stated that she thinks that with new regulations that came out and the new enforcement that the State issued regarding the signs posted for not wearing masks and not enforcing that in businesses has made people want to be more compliant. Ms. Green stated that businesses do not want to lose the business and tell people that they have to wear masks or start a fight with somebody over it. Ms. Green stated that if someone isn't wearing a mask and they have to tell them to put one on, it could turn into a hostile situation quickly and people did not want to engage. Ms. Green stated that was understandable. They were business owners and they did not want to upset their customers.

Ms. Green stated that there was a lot of frustration at first, but when she looked at where they are now as compared to three months ago there was a lot of positive and people were encouraged. Ms. Green stated that she thought that people were still scared of the unknown and whether or not we would be seeing a spike in COVID cases again and if that did happen would the State get shut down again.

Ms. Green stated that for the most part things were positive and people know that there are resources out there for them, but if you were like that bowling alley in Bainbridge you're pretty upset.

Tourism Program:

Ms. Green stated that the State matching funds that was allocated for this year under the tourism program have not been released yet. Ms. Green stated that the matching funds program was separate from the funding that they received from the County each year. Ms. Green stated that the matching funds program was for businesses that might want to advertise in a publication that would cost them \$1,500, they could take out a \$3,000 ad instead and apply for the \$1,500 match under the I Love NY matching program. Ms. Green stated that it was a program to promote travel and tourism outside of the County to bring people into the County to those businesses.

Ms. Green stated that in the fall they requested \$44,000 under this program. Ms. Green stated that due to COVID nobody was advertising because programs and events have been cancelled. Ms. Green stated that all of the events that they would normally use this money for, such as the Blues Fest, Colorscape and the Canoe Regatta, have been cancelled so people were not using those matching funds. Ms. Green stated that because of that, the State has not been sending out the money. Ms. Green stated that the State has not told them that they would not be sending out the money but they know that there would not be any matching dollars to support it. Ms. Green stated that at this point they were hoping that the State would not send out those dollars because they weren't sure if they would be able to find the matching dollars in order to be able to use it.

Ms. Green stated that as far as tourism itself they get some money from the County to promote the area and they have been working with Cornell Cooperative Extension. Ms. Green stated that they were excited about what they were doing with the creation of a magazine and a short video. Ms. Green stated that they would be sharing that video soon. Ms. Green stated that they went out to various locations throughout the County and created a minute long video about coming to Chenango County. Ms. Green stated that because there were no events this year the ads have centered around the statement "We're here when you're ready". Ms. Green stated that people wanted outdoor space and to be able to be alone. Ms. Green stated that we had fishing, hunting, hiking trails and all other great things in the County. Ms. Green stated that you're ready, we're here waiting for you has been the theme for advertising this year. Ms. Green stated that they were one of the few counties promoting tourism right now and that some areas have stopped promoting all together. Mr. Green stated that they saw this time as an advantage to promote the County. Ms. Green stated that they felt that Chenango County had the resources to give people places to go for a hike, a bike ride or other outdoor activities.

Mr. Cammarata asked how the 14 day quarantine would affect out of state hunters coming in. Ms. Green stated that they have to follow the guidelines and fortunately for the most part people came in from surrounding states that were not part of the Governor's travel advisory list. Ms. Green stated that people came in from downstate, PA, and NJ. Ms. Green stated that it was not that people didn't come in from other states to utilize our land, but at least the bordering states were not part of the travel advisory yet. Ms. Green stated that they have sort of been in this coalition together and if things stayed as they were and they continued to get a handle on it, things would be okay. Ms. Green stated that if PA or one of the other states ended up on the hot list, they would have to quarantine. Ms. Green stated that it was possible that out of state people would be asked how long they have been here, how long did they plan on staying here when they go to get their licenses, but it was a big unknown right now. Ms. Green stated that they just had to hope that it would be okay in the fall.

Mr. Lawrence asked if a NY hunter went to Ohio, would they have to be quarantined when they came back to NY. Ms. Green stated yes, if Ohio was still on the advisory list.

Mr. McNeil asked if they used the promotion to advertise a day trip to Chenango County. Ms. Green stated that was the point behind the one minute video that they put together. Ms. Green stated that they put it together to promote the idea that we aren't far from you, there's a lot to do here, come out for the day. Ms. Green stated

that when the video was released that was the point behind it, come out here when you're ready, we have open spaces.

IDA:

Ms. Green stated that they have not closed on the solar project in Greene that was approved during the end of 2019. Ms. Green stated that all of the closing paperwork was sent to their attorneys about a month ago and that they have been working with the Town of Greene however, the project hasn't closed yet. Ms. Green stated that they were hoping it would be done by the end of this summer.

Ms. Green stated that they have been working with Tiffany Solar Company for a PILOT and that they would be contacting the taxing entities within the next couple of weeks to make sure that they were comfortable with the amount of the PILOT agreement. Ms. Green stated that following those conversations the next step would be the indemnification process with the IDA and to hold a public hearing.

Shane Butler, Director, Planning & Development

Authorizing the Chenango County Department of Planning & Development to take County Planning & Development Board Actions in Certain Instances:

Mr. Butler stated that because of the coronavirus they could not have in person meetings and one of the duties of the planning board was to conduct 239 reviews under the General Municipal Law. Mr. Butler stated that they were required to have a response back from the municipality within 30 days. Mr. Butler stated that if they did not have a quorum they could not render a decision and therefore were not able to send back those recommendations. Mr. Butler stated that under that circumstance those reviews would be automatically approved.

Mr. Butler stated that adopting a Board resolution would allow his office to send out comments to a municipality in certain circumstances where they did not have a quorum. Mr. Butler stated that this would provide them with something. Mr. Butler stated that the Planning Board has approved this action and they needed a resolution to allow them do that. Mr. Butler stated that another county has passed this resolution as well.

Mr. McNeil made a motion, seconded by Mr. Lawrence, to refer to the next BOS meeting in order to adopt a resolution that authorizes the Planning Department to take County Planning & Development Board actions in certain instances. Carried.

Resolution to Follow

Garage Door Replacement – Airport:

Mr. Butler stated that in between the two jet hangars and the airport there was a garage space with an overhead door that was beyond its lifespan. Mr. Butler stated that they have three quotes: Oneonta Garage Doors for \$3,800, Overhead Door Company of Binghamton for \$5,700 and Hayes Garage Door Services for \$6,050.

Mr. Butler stated that they would like approval from the Committee to accept the bid from Oneonta Garage Doors. Mr. Butler stated that the funding would come out of the operations and maintenance account for the Airport.

Mr. McNeil asked if someone reviewed the door specifications. Mr. Butler stated that it was a typical residential garage door and that it did not need any kind of major specification requirements, it was for the replacement of the current door. Mr. McNeil stated that there was a significant difference between the lowest and highest bid and wondered if one was made of different materials and such. Mr. Butler stated that all three of the quotes

were in the packet for the committee members to look at. Mr. McNeil thanked Mr. Butler and stated that he didn't initially see them in his packet.

Mr. Cammarata made a motion, seconded by Mr. McNeil, to accept the bid from Oneonta Garage Doors for \$3,800 with the understanding that they would make sure that the side slide door lock option did not interfere with or damage the automatic garage door opener. Carried.

Discussion: Mr. Lawrence stated that he was assuming that this was a pass through door and not an overhead door. Mr. Butler stated that it was an overhead garage door like one that you would drive a car in and out of. Mr. Lawrence asked if that size was absolutely necessary and asked if they actually needed a door in this area and asked why it couldn't be open. Mr. Butler stated that it was an area where they stored the Airport's mowing equipment and they wanted to make sure that the area was secured and that no one had access to it. Mr. Butler stated that there were pilots walking around up there and they wanted to make sure that area was secured because they did not want people to access an area where there were also multimillion dollar jets stored.

Mr. Brown asked if there was an entranceway through that door that was useable or if it was it separate from the door. Mr. Butler stated that there were two doors that were pass through doorways and garage door was mainly to allow equipment in there for storage.

Mr. Khoury stated that he believed that they had determined the necessity for the garage door.

Admin Building Renovation - Airport:

Mr. Butler stated that in January the Airport and a bunch of other organizations received a letter from Environmental and Design Research. Mr. Butler stated that they were the architect company for the High Bridge Wind Project and they were looking for projects that they could fund as a mitigation effort for being a good neighbor for any cultural or historical projects in the County.

Mr. Butler stated that before the coronavirus they were approached by the Eaton family, who would like to donate or showcase some of Lt. Warren Eaton's artifacts at the airport. Mr. Butler stated that they have been looking for a location at the airport to showcase those items that would be in a safe, secure area for people to look at. Mr. Butler asked C&S to provide them with a quote for the renovation of the admin building, including new windows, insulation and basically make it secure for those artifacts and while they were at it make that building look good. Mr. Butler stated that they would like to submit that proposal for the project. Mr. Butler stated that Environmental and Design Research was excited about the project, it was just a matter of how much the project would cost. Mr. Butler stated that they would like to get an estimate and submit the proposal in order to find out how much funding they would receive for the project.

Mr. Butler stated that he has also looked into submitting application for funds for the project to the Community Foundation, which also supported historic measures. Mr. Butler stated that he would like to be able to mesh both of those funding streams together, to not only promote tourism at the airport and in the area, but to also use this opportunity to come up with some funding to help renovate the admin building at the airport without having to access the trust fund.

Mr. Khoury asked if High Bridge Wind was looking to mitigate and contribute and create this showcase would it be their money that upgraded the building. Mr. Butler stated yes.

Mr. McNeil stated that his concern was did they have a number of square feet that would be used for this area so as to not still be able to have the lounge area for the pilots while still having sufficient space for the display. Mr. Butler stated that one option might be to add onto the side of the building and still have the lounge area and make the lounge area appealing for people to stop and take a break. Mr. Butler stated that this was just another reason to attract people to the area.

Mr. Cammarata asked whose responsibility it was to get the contractors bids. Mr. Butler stated that they had an agreement with C&S Engineers as the Airports consultants for any engineering projects. Mr. Butler stated that he had already talked to them about this project. Mr. Butler stated that they would be meeting with them over the next few weeks to discuss the project. Mr. Cammarata asked with them being an engineering firm with contractors would their contractors be more on the high side as compared to having a local contractor complete the work. Mr. Butler stated that with any project at the airport the County was the entity that actually sent out the RFP. Mr. Butler stated that the RFP would be put in public notices and they would mail it out to additional contractors. Mr. Butler stated that it was not necessarily C&S contractors, the County would have some authority as to who it was sent to and who was eligible to apply. Mr. Cammarata stated that with something like this maybe a local, reputable contractor in the county should be able to bid on it. Mr. Butler stated that would be their hope, they always try to get local contractors if possible.

Mr. Flanagan stated that this was a State extortion project, meaning they would let companies do whatever they wanted with windmills pretty much what the pipeline was. Although they didn't let the pipelines do what they wanted, they were going to have to put in wetlands and so forth. Mr. Flanagan asked what was High Bridge Wind required to do economically and was this letting them off cheaply. Mr. Butler stated that he was not sure of the answer to that, but he imagined that this was part of the Article 10 process where they had to show that they were trying to mitigate impacts, historically and culturally. Mr. Flanagan stated that if they were going to spend a couple of thousand dollars at the airport and pretend that they have mitigated the impact of the windmills he bets that they would be thrilled. Mr. Flanagan stated that he was looking at what other considerations might be out there. Mr. Flanagan stated that he was curious to know if there was a number that they were looking at. Mr. Butler stated that there may be a number but he did not think they would let anyone know what that number was. Mr. Flanagan asked if the State had that number, because someone was giving them that number. Mr. Butler stated that he did not know the answer to that. Mr. Flanagan stated that he would be curious to hear from Supervisor Seneck as to what his thoughts were. Mr. Flanagan stated that he was not opposed to the project but if they asked C&S to engineer it, there went some of the mitigation funding. Mr. Flanagan asked if the project wasn't approved would the County have to pay C&S for the work on the proposal. Mr. Butler stated that it would be up to the Board to approve it once they were awarded the funding much like any other grant.

Mr. Khoury asked if they were already looking at mitigation measures to soften the impact of the project, was it safe to say that this project was awarded and going forward. Mr. Butler stated that they were still going through the siting process which took about a year to complete.

Mr. Butler stated that they recently received emails from the Department of Public Service with testimony that was heard during their siting committee meetings. Mr. Butler stated that the public comments and all of the public documents were available online on the Department of Public Service's website. Mr. Butler stated that it was still a work in progress. Mr. Flanagan stated that he received correspondence about twice a day and so far any local input had been pretty much overridden. Mr. Flanagan stated that his guess would be that it was going to happen and they were going to jam it down our throats whether we liked it or not.

Mr. Flanagan stated that he was curious as to what the limits were for as far as what they were required to mitigate and that it would be interesting to find out. Mr. Flanagan stated that he wasn't saying don't take it if it was offered but he wondered if there were other alternative projects.

Mr. Khoury stated that it was safe to say that they needed to keep their options open and to leave that door open for any type of improvements that could be made. Mr. Khoury stated that they did not want to lose any opportunities regardless of whether we agreed with the project or not.

Mr. Flanagan asked if there were any other alternative projects that have been suggested or was this just the first one. Mr. Butler stated that he was not aware of any because it was not his office that received the project

applications, it was the Environmental Design and Research Company that received those. Mr. Flanagan stated that he meant that we had a County museum and understood where Mr. Butler was going with this, but he was just curious.

Mr. McNeil asked if the fees for C&S to come up with the costs of renovations would be part of their duties for the airport or if it would be an additional cost. Mr. Butler stated that it would be part of the discussion when they talked with them over the next couple of weeks.

Mr. Flanagan asked if the Airport Steering Committee had any input regarding this project. Mr. Butler stated that they talked about it months ago before the coronavirus hit and the Steering Committee was aware of it and supported it.

NYSDOT Aviation Capital Grants:

Mr. Butler stated that this was for informational purposes for the Committee. Mr. Butler stated that the two grant applications, for the AWOS System and the jet hangar renovations, were submitted on July 2, 2020. Mr. Butler stated that they submitted them to Southern Tier 8, which was required for inter-governmental review. Mr. Butler stated that they were not sure when those awards would be announced and that only one out of the two projects would be awarded. Mr. Butler stated that they were not sure which one, if any, would be awarded but they would wait and see.

Mr. Khoury asked if one project had more priority over the other. Mr. Butler stated that they submitted the jet hangar as their number one priority project and the second one was submitted for only equipment replacement as their priority two application.

Mr. Flanagan asked Mr. Butler how much time he put into the aviation grants and tracking them and submitting them and if it was a laborious process. Mr. Butler stated that C&S wrote the applications but they still had to award it and once it was awarded they had to have all of the paperwork signed and other administrative duties. Mr. Butler stated that so far it had been about four or five hours.

Mr. Khoury asked if there was any way of knowing when they would hear if the funds were awarded. Mr. Butler stated that there was no way of knowing especially because of coronavirus they were not sure what the timeline was right now.

FAA Pavement Management Study:

Mr. Butler stated that because of the coronavirus Congress approved the CARES Act and they received a revised contract for the pavement management study allowing for 100% of federal reimbursement. Mr. Butler stated that Chairman Wilcox signed the agreement on July 6, 2020 and they were waiting for a response to go ahead with the project.

Mr. Butler stated that they also received \$30,000 under the CARES Act for use at the airport and that Chairman Wilcox also signed that agreement on July 6, 2020. Mr. Butler stated that they were waiting to receive word back on that contract. Mr. Butler stated that the \$30,000 was to be used for operating expenses for the airport. Mr. Flanagan asked if that money would need to be repaid. Mr. Butler stated no, it was funding that all airports received and the amount received was based on the size of the airport.

Fixed Based Operator Wanted Flyer:

Mr. Butler stated that one of the things the Committee had been talking about for a long time was trying to find a Fixed Based Operator (FBO) for the airport and referred to the flyer that was created for the committee to look at.

Mr. Butler stated that he worked with the Airport Steering Committee, C&S and some others and designed a flyer that could be emailed to businesses and for publication in aviation magazines to help them find an FBO. Mr. Butler stated that unfortunately a lot of the magazine publications were quite expensive to place a full page ad in. Mr. Butler stated that one publication's fee was \$5,000 and the others were more significantly more than that.

Mr. Butler stated that if there weren't any questions regarding the flyer they were going to go ahead and send it out to some companies. Mr. Butler stated that C&S was going to send this out to some of their contacts down near Teterboro and NYC to try and attract a company to come up here.

Mr. Khoury asked if there were any printed flyers or if it was all going to be done electronically. Mr. Butler stated that they could send it out either way but it looked better digitally.

Mr. Khoury asked if it was part of the role that C&S played for the County or were they just providing the County with the contacts to send the flyer out to. Mr. Butler stated no, he designed the flyer in his office and that C&S was just providing them with the target audience to send it to.

Mr. McNeil asked if there was a Facebook group for pilots that they could put the flyer on. Mr. Butler stated that they were a part of many of those groups and they would use them for as part of their resources.

Mr. Cammarata stated that at the beginning of the year he gave Ms. Green a list of addresses for all of the private airports and stated that he might want to get that list from her and take a look at it and send the flyer to them also. Mr. Butler stated that members of the Airport Steering Committee flew to a lot of those airports often and they would help deliver some of the flyers to them.

Referral – Broadband and Wireless (Cellular) Communications:

Mr. Butler stated that obviously due to coronavirus everyone knew that broadband has been an issue in the County and in NYS and quite frankly throughout the country. Mr. Butler stated that they have been working with Southern Tier 8 for quite some time to try to get better broadband services in the County and other counties were doing the same thing. Mr. Butler stated that rather than doing it on a county by county approach, Southern Tier 8 has decided to create a committee to look at a regional solution for broadband.

Mr. Butler stated that County Planning Directors, Economic Development teams and EMS Directors from Broome, Chenango, Delaware and Cortland counties have been invited to attend a meeting to start this discussion. Mr. Butler stated that they were going to do a regional study and a regional application to try and fix broadband concerns. Mr. Butler stated that he was the Chairperson of the committee. Mr. Butler stated that they have sent out 49 letters to school districts and colleges and healthcare facilities so that they were also part of the discussions.

Mr. Butler stated that the reason this was being done regionally was because Southern Tier Network, an organization in the western part of the State, did a similar, huge fiber project and they were successful because they did it based on a regional approach. Mr. Butler stated that rather than each county applying, they would apply together as one big application to get more bang for their buck. Mr. Butler stated that one option that they had was a wireless solution with a local company called Interconnect Wireless owned by Mr. Terry Potter of New Berlin and Mr. Shawn Smith of Preston. Mr. Butler stated that they were looking at a wireless option and the company would like to submit a proposal to the County and were willing to discuss this with the Committee. Mr. Butler stated that Southern Tier 8 was also going to review their proposal as a potential option not only for the County but for the region.

Mr. Flanagan asked Mr. Butler to outline the services that Interconnect Wireless provided. Mr. Butler stated that they had wireless antennas and that typically they would mount an antenna to a main tower that would then broadcast internet down to the next antenna that would basically jump the signal from antenna to antenna out to rural areas. Mr. Butler stated that the reason that was a good option was because the antennas were a lot cheaper than running big fiber optic cables underground. Mr. Butler stated that this option was more financially feasible for rural areas like Smithville, Preston, McDonough, Lincklaen and other underserved areas.

Mr. Khoury asked if Interconnect Wireless has approached Southern Tier 8 yet and would they be appearing before the newly formed committee. Mr. Butler stated that they sent a proposal to Southern Tier 8 and the committee wanted to put forth a research initiative first to understand where the gaps were before they started accepting proposal. That way they would know if those proposals would be able to cover those needs. Mr. Khoury asked if the committee that Mr. Butler was the Chair of would be making an assessment before they got to the solution. Mr. Butler stated yes.

Mr. Cammarata stated that he knew this was kind of early but wanted to know how long the project would take to get everyone on board. Mr. Butler stated that it was hard to say because it depended on when funding would become available and that this was going to be a multimillion dollar project and even if Interconnect Wireless had some funding support, they would still need additional funding to make this work. Mr. Cammarata asked if any funding was available at the State level. Mr. Butler stated that there were federal and state funds and that there was one opportunity that he believed was due in October and they were shooting for having something put together in time for that opportunity.

Mr. Khoury stated that they were now in Phase 3 of the State's incorporation plan and asked if Interconnect Wireless was in the running for that funding. Mr. Butler stated that he believed so but he thought that there were some concerns because while implementing this technology, there was no specific area because it was sort of like broadcasting it. Mr. Butler stated that this technology was not as specific and when the State was looking for applications they were looking for certain blocks and they only received funding when they specifically served those blocks. Mr. Butler stated that he believed that there was some confusion with that process and that he was unsure but thought that was why Interconnect Wireless did not apply for it.

Mr. Lawrence stated that it was his understanding that the frequency that was broadcasted from antenna to antenna interfered with other frequencies and somehow it was harmful to people and other frequencies. Mr. Lawrence stated that he did not understand a lot about this but there was a lot of conversation about a month ago about the frequencies that they were using being damaging to other frequencies and asked Mr. Butler if he knew anything about that and if it would be part of the discussion. Mr. Butler stated that he did not know if it would be part of the discussion because he thought that there were a lot of things that could do that. Mr. Butler stated that Interconnect Wireless had their own frequency and typically the way radio waves went, once you were at a certain frequency they did not interfere with other frequencies. Mr. Butler stated that was why they were able to put other company's antennas on the emergency management towers because they did not interfere. Mr. Butler stated that as far as the human impact, he did not know.

Mr. Grace stated that since the last meeting he reached out to all of the public school systems that served students in the County. Mr. Grace stated that they were all grateful by his initial contact with all of them. Mr. Grace stated that he also wanted to thank Mr. Butler for all of his initial work on this project as well. Mr. Grace stated that he asked all of the school districts to respond to him in writing regarding their experience. Mr. Grace stated that he has received back some of the responses and that he was waiting to receive a few more responses. Mr. Grace stated that he should have everything ready within a week or two and that the schools basically had different experiences. Mr. Grace stated that technologically some schools had pretty good experiences with delivering their services to students, and this occurred when both the school and the students had good service. Mr. Grace stated that there may not be the same services available in the fall that were available in the spring, such as Spectrum had a program where they were offering internet services to families who needed it during the crisis and the services may not continue to be offered to them. Mr. Grace stated that the services provided by

Spectrum were tremendously helpful to areas such as Bainbridge and Guilford. Mr. Grace stated that it was difficult for many people in different parts of the county to be able to connect to acceptable services because of the cost for those services. Mr. Grace stated that it could cost around \$1,000 to connect and some families were not in the position to do that. Mr. Grace stated that the Spectrum program was very helpful and that it was not necessarily going to be there as they went forward.

Mr. Grace stated that within school districts there were also great disparities, some people within the school were doing really well while someone on another road in the district might have a totally different and much worse experience. Mr. Grace stated that as Mr. Butler said they really needed to start with a survey to see what they had.

Mr. Grace stated that he was trying to get a jump start on this by reaching out to the schools. Mr. Grace stated that he wanted to read a statement from one recently retired school superintendent who was representative of how basically many of the school districts did. Mr. Grace stated that the statement was from Eric Schnabel, Superintendent from Sherburne-Earlville School District: "school closing has certainly resulted in a number of challenges as you could imagine. A majority of our students have access to internet services however, some of them would not consider their connection as reliable, which could be dependent on the provider and bandwidth available. Much of what we can do virtually is dependent upon student's ability to log into platforms such as Zoom, Google and etc. Without access to reliable internet, a number of our students rely on hard copy packets and/or thumb drives to get school work. In these cases students are unable to interact with their peers and teachers and this leads to a significant equity of instruction issue. Many rely on email to communicate but that is not possible without an internet connection, cell service could be a supplement but cell phone service dead zones is a reality in our district and some could not afford costly data plans. We did survey staff, students and parents on the topic of virtual learning. When the results are tabulated we can share the responses with the County".

Mr. Grace stated that he was waiting to get those results back for more detail to help them get a jumpstart on learning where the problems were. Mr. Grace stated that within the schools they had the information as to where the problems were over the last few months and many of them were looking forward with some trepidation because they did not know what was going to happen over the next few months. Mr. Grace stated that every single school district that he spoke to was very supportive of this effort and wanted to help in any way that they could and wanted to provide the data.

Mr. Grace stated that while they were facing huge challenges, there was a pretty good attitude of people thinking they could do this together. Mr. Grace stated that he thought that it was a great idea to have this approach for not only the County but regionally to get it done.

Mr. Grace stated that he spoke with Terry Potter from Interconnect Wireless and that Mr. Potter was wondering what County resources could be put towards this, not just monetary, but the possibility of tower availability and finding hotspots. Mr. Grace stated that they were delivering those services wirelessly and they needed to be able to reach as wide of a circumference or area as they could. Mr. Grace stated that Mr. Potter was looking to meet with the County to find out specifically what the County had that they could offer as part of the extension of the internet.

Mr. Grace stated that he planned to file a report with the Committee, in writing, school district by school district via email. Mr. Grace stated that it might give them a jumpstart on what the schools were facing and help guide them as to where the problems were.

Mr. Khoury stated that it sounded like they were still in the assessment stage and getting a baseline of understanding of where they were and then from there once the issues and challenges were defined they could move on. Mr. Khoury stated that Mr. Butler's committee with Southern Tier 8 would be very important in putting that data together and he agreed that regionally was the best approach. Mr. Khoury stated that he was

also very concerned with and interested in the bandwidth issues that pertained to businesses and jobs that were being done remotely. Mr. Khoury stated that was another issue that should not be ignored and that he would be working with Ms. Green on that. Mr. Khoury stated that he had anecdotal information, like Mr. Grace, that was not scientific in nature but he did work with manufacturers and right now things have gone along well, but they were manufacturers that were set up in advance for this. Mr. Khoury stated that it was a much different issue for remote homeowners but he wanted to emphasize that the business side of the equation was just as important.

Mr. Flanagan stated that his original referral to the Committees, at the beginning of the pandemic, when people were instructed to work from home and the County was embarrassingly unable to put more than 19 people on the network to work from home. Mr. Flanagan stated that his initial focus, and wanted it to remain a primary focus, would be what was the County doing to make sure that they could deliver this information to the employees that might be working from home. Mr. Flanagan stated that the reception thing might be complicated if they were out in areas where they did not have service. Mr. Flanagan stated that he was not sure that the County was the ultimate answer for that issue or for the schools either. Mr. Flanagan stated that they certainly wanted to cooperate and be a part of it but what was the delivery system. Mr. Flanagan asked why they haven't heard more from the Director of the IT Department, Mr. Herman Ericksen. Mr. Flanagan asked where the County was now and what were the County's capabilities within the County and within the COB. Mr. Butler stated that he has not spoken to Mr. Ericksen about the issues and that they surveyed the employees regarding internet concerns however that was conducted prior to the fix that was done. Mr. Butler stated that survey was not even reliable right now.

Mr. Flanagan stated that he would like to request an update from Mr. Ericksen at the next Committee meeting. Mr. Flanagan stated that they were worrying about all of the global issues and he would like to know what the County had done to address its own shortcomings. Mr. Flanagan stated that he did not want to ignore the other concerns, but they needed to start within their own house. Mr. Flanagan stated that thankfully the building project was put on hold and that with better services at the COB maybe they could have more people working from home. Mr. Flanagan stated that he was curious to know what has been done and what services could be provided now. Following further discussion Mr. Khoury stated that they would invite Mr. Ericksen to attend the next meeting in order to provide an update.

Mr. Grace stated that he saw the survey questions that Mr. Butler sent to the Department Heads and he believed that if they could not receive services on the other end it would not be as effective as they wanted it to be. Mr. Grace stated that he would like to see the survey results and asked if the responses could be forwarded to the Committee. Mr. Butler stated that he would email the survey results to Mr. Grace and the Committee members.

Mr. McNeil asked if Mr. Potter's company was currently operating in other areas. Mr. Butler stated that they had a test site in the City of Norwich that was operational. Mr. McNeil asked if there were any reviews from anyone as far as broadband width that they were getting versus cost. In other words were people satisfied with those services for the price they were paying. Mr. Butler stated that he thought that the prices were comparable to their competitors and he believed that they said that they were at 90% efficiency. Mr. Butler stated that he would think that was pretty good but beyond that he did not know the answer to that.

Mr. Khoury asked if there were any success stories or a history of success. Mr. Butler stated that one of the co-owners has been working in the telecommunications field for 20 to 30 years successfully and that they were at the former East Main School building in Norwich which was now multiple apartments and it was working, this project was just a matter of scaling that up.

Mr. Khoury stated that in specific nature to their proposal was this a new technology that has not been tried before and if it wasn't where has it happened elsewhere. Mr. Butler stated that a few years ago when they were talking with First Light they were deploying this system down in North Carolina for a larger city and that it was a tested system.

Mr. Brown asked if tower availability was one of the biggest problems. Mr. Butler asked if he was talking about cellphone towers. Mr. Brown stated for locations, did they need towers in places because there were a couple of towers coming in that might help them, there was one going in North Norwich this year and one going in Plymouth sometime or was there something else that they needed to do to make this work. Mr. Butler stated that the problem was they were cellphone towers and unless you were using your cellphone for internet connection, they would not help. Mr. Butler stated that Interconnect Wireless could use one of those towers to place their antennas on to broadcast from. Mr. Butler stated that tower availability in some cases would help, and for places like their proposal was for the Town of Lincklaen, they would have to install one or two extra towers to make it work. Mr. Brown stated that he thought that if people could utilize the towers to the fullest extent maybe it would help the whole system work. Mr. Khoury stated that he would think that information like that would be forthcoming from them, advising the County of what they would require to make that plan work.

Mr. Khoury stated that they were at the assessment level of this discussion and they looked forward to hearing from Mr. Butler's committee and Southern Tier 8.

Other:

Executive Session:

At 11:15 a.m. Mr. Flanagan made a motion to call for an executive session for Committee members only to discuss personnel. The motion was seconded by Mr. McNeil. Carried.

At 11:38 a.m. Mr. McNeil made the motion, seconded by Mr. Lawrence, to adjourn the executive session. Carried.

DMV Services:

Mr. Lawrence stated that it was his understanding, as he heard from several people, that it was difficult to work with DMV. Mr. Lawrence stated that what he did not understand was if DMV was considered essential by the State and was it open or closed to the public, or was it closed because the COB was closed and it, just by physical location was an extension. Mr. Lawrence stated that he has heard from so many people that it was difficult to get renewals on their driver's license and it certainly impacted the economic stabilization in the county. Mr. Lawrence asked where they were with DMV and if anyone knew. Mr. Khoury stated that this matter was something that would go before the Safety & Rules Committee to find out what the procedures were for DMV. Mr. Khoury stated that from observation he could see that people were standing outside and that people made an appointment to come in to DMV to take care of DMV related issues. Mr. Khoury stated that things were getting done, but at a much slower pace. Mr. Khoury stated that it was working, probably at a snail's pace, but they did have social distancing to contend with and therefore could only allow a certain number of people to come in. Mr. Khoury stated that the matter could be referred to the Safety & Rules Committee to see where they stood and to answer Mr. Lawrence's constituents concerns. Mr. Lawrence stated that he did want to refer to the Safety & Rules Committee and that maybe he would also check with DMV himself.

Mr. Flanagan stated that it was his understanding that it was by appointment only and if you tried to make an appointment today you might get one two weeks from now. Mr. Lawrence stated that if your driver's license was expiring that was difficult. Mr. Lawrence stated that one of the people that he spoke to went to the Sidney DMV to take care of an issue and the Sidney DMV told them that they could not come to Sidney if they lived in Chenango County, by State mandate they had to go to their resident county's DMV office. Mr. Lawrence stated that was the State's order and not the County's order and if that was the Governor's order, he guesses it was the Governor's order and asked Mr. Flanagan if he knew anything about that. Mr. Flanagan stated that he had no idea why it was that way and that he just knew what the status was in the County and that an appointment must be made and it might be as much as two weeks before you got one.

Mr. Khoury stated that they would not be opening up under Phase V any time soon and if they wanted to make a referral to the upcoming meeting of the Safety & Rules Committee to find out what the rules of engagement were for DMV services, why not just send that over to Supervisor Mastro and his committee.

Mr. Lawrence made a motion to refer to the Safety & Rules Committee in order to be provided with the rules of engagement for DMV services. Mr. Khoury stated that they had a referral made by Mr. Lawrence to refer to the Safety & Rules Committee to let them advise them because it did have an economic impact and ramifications. Mr. Khoury asked if there was a second to Mr. Lawrence's motion. Mr. Brown seconded the motion. Carried.

Adjournment:

Mr. Flanagan made a motion, seconded by Mr. Brown, to adjourn the meeting. Carried.

Mr. Khoury adjourned the meeting at 11:43 a.m.

slh

**Planning and Economic Development Committee Meeting
Chenango County Office Building – Committee Room
Thursday, August 13, 2020 – 10:00 am**

Present Were: Chairman Michael R. Khoury, Supervisor Peter C. Flanagan, Supervisor James J. McNeil, Supervisor John Lawrence, Supervisor Timothy Brown, Supervisor John J. Cammarata, IT Director Herman Ericksen, Airport Administrator Don MacIntosh, Planning Director Shane Butler, Commerce Chenango President and CEO Kerri Green and Clerk of the Board/County Auditor RC Woodford.

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

**Herman Ericksen, Director, IT
County Buildings Internet Connectivity:**

Mr. Ericksen stated that two years ago they upgraded the internet access from 35/5mbps to 400/20mbps and that worked well for them until COVID-19 hit and they wanted approximately 60 people to work remotely. Prior to that they would have up to six people working remotely each day. Mr. Ericksen stated that when they hit 20 people working remotely at one time the connection would lock up, so they made some upgrades.

Mr. Ericksen stated that they made upgrades to the firewall and internet access. Prior to COVID-19 they had two internet providers, Spectrum cable and Frontier DSL. Mr. Ericksen stated that they looked into having fiber installed. They went with First Light's business class 100/100mbps plan and Frontier's 500/500mbps residential class which was still a business line however it did not have the service level agreements and priority repair or tech support. Mr. Erickson stated that Frontier's was a best effort service with a substantially lower cost.

Mr. Ericksen stated that the First Light line was installed in June and has made a noticeable difference. Mr. Ericksen stated that they also have dual lines at the Sheriff's office, DSL and cable. Mr. Ericksen stated that they were going to be upgrading the DSL to fiber from Frontier on August 18, 2020. Mr. Ericksen stated that the installation Frontier connection for the COB would be completed sometime next month.

Mr. Ericksen stated that currently they still had about 16 to 23 people working remotely throughout the day.

Mr. Lawrence asked what was installed in the COB in June. Mr. Ericksen stated that it was First Light business class internet. Mr. Ericksen stated that First Light was one of the first fiber companies in the area and they ran some dark fiber for them last year that provided connection from the COB to the Sheriff's Office, the Eaton Center and the Emergency Operations Center. Mr. Ericksen stated that connection has made a big difference, especially with the connection between the COB and the Sheriff's Office and the COB to the Eaton Center. It has greatly improved their backup process. Mr. Ericksen stated that they were getting long enough that the backup process was no longer completed by the time they came in to work the next day. Mr. Ericksen stated that was not a good thing because you wanted the backup to finish before people started using the file.

Mr. Flanagan asked if all of the First Light service was being utilized and if it provided them with the capabilities to do other things. Mr. Ericksen stated that the dark fiber was just between the buildings as a point to point connection. Mr. Ericksen stated if the Sheriff's Office were to lose their internet connections, they could run it up to them through the fiber connection between the Sheriff's Office and the COB. Mr. Flanagan asked if that would address speed or capability. Mr. Ericksen stated that it was a third option for the backup process.

Mr. Flanagan stated that in terms of having 16 to 23 people working remotely now as compared to having the system shut down once it exceeded 19 people, it did not seem as if they exceeded that number by much. Was that just because they didn't need to or because they've called people to come back in. Mr. Ericksen stated it was because they've called people back in to work. Mr. Flanagan asked how many people could work from home now compared to the number of people before the upgrade. Mr. Ericksen stated that they have not really tested that fully, but they have gotten up to 29 people at one time.

Mr. Flanagan stated that he knew this was not Mr. Ericksen's department, but when they talk about spending \$15 million on a building when a lot of the businesses are talking about working from home for the time being, possibly for a long time. Where was the County at with that? How many people could work from home? How many people have worked from home? Mr. Ericksen stated that when all of this first hit they had about 60 people that wanted to work from home. Mr. Ericksen stated that they couldn't handle that many people working concurrently so they assigned times slots for individuals to work. Mr. Ericksen stated that since they got the new line put in, they have been able to get rid of the assigned time slots. They can connect remotely anytime that they need to and there hasn't been any problems with it.

Mr. Woodford stated that there were two components to First Light's services. There was the dark fiber that was point to point from the COB to the other buildings, and then there was an internet connection. Mr. Ericksen stated that the internet connection was what was just added and it has been a big improvement. Mr. Flanagan asked what the speed was for that connection. Mr. Ericksen stated it was 100/100mbps.

Mr. Khoury asked where they were going in the future and asked if the IT Department had long term objectives for getting those numbers up. Mr. Khoury stated that they seem to be looking at 19 remote workers, were they looking to expand that down the line and if so was there a timeline that went with it. Mr. Ericksen stated that they could handle more than 19 right now that was just what the current demand was. Mr. Khoury stated long term speaking were they looking to expand that number in the event that there was another situation like what they were experiencing now. Mr. Ericksen stated that they were going to be getting the Frontier 500/500mbps fiber for the COB that would provide them with additional capacity. Mr. Flanagan stated that gave them the capacity at the COB but it did not give someone that lived elsewhere with slower internet the capacity. Mr. Ericksen stated that was correct. If the other end was slow that would create a bottle neck on their end. Mr. Ericksen stated that when they went to the 100/100 speed that reduced a lot of the problems.

Mr. Flanagan asked about public usage and the ability to be able to register a car over the weekend. Were they a long way away from that capability. Mr. Ericksen stated that it was down the road and that he was not sure how far, but he did see that type of thing coming. Mr. Ericksen stated that currently there were some departments with electronic forms available and more departments were in the process of making forms available online.

Mr. Flanagan stated that there would be some redundancy with Frontier and First Light once Frontier was on board. Mr. Ericksen stated that that was correct along with having Spectrum. There will be three internet services providers with traffic divided up between them and failover procedures in place.

Mr. Lawrence stated that he needed clarification and asked if dark fiber was still fiber that went from point to point. Mr. Ericksen stated that was correct. The dark fiber went from one point to the other and the equipment that was needed was put in at the other end. Mr. Ericksen stated that currently they have 1 GB of services, however 10 GB service was available if they needed it.

Mr. Flanagan asked if there was a storage issue with the backup services and asked what type of backup services were being used. Mr. Ericksen stated that the amount of data that was being backed up was growing very rapidly and that they had several servers that were getting low. Mr. Ericksen stated that he was going to put money in his budget to upgrade their tape and disc backup equipment. Mr. Ericksen stated that nightly they run a disc to disc back up and weekly they run a disc to tape backup that was stored off site. Mr. Ericksen stated that they like to have an offline backup because ransomware could get into online storage.

Mr. Khoury asked where things stood with law enforcement and the 911 center and if they were satisfied with the network speed and connectivity of the internet. Mr. Ericksen stated that the dark fiber connection increased it to a full GB between the COB, the PSB and the backup EOC. With that the speed of the backup service increased greatly and the synchronization of that process occurred every 15 minutes, allowing them the capability to work out of the EOC a lot quicker. Mr. Khoury asked if they have expressed the need for an enhanced system or faster connections. Mr. Ericksen stated no, with the faster connections it's as if they were in the same building now.

Don MacIntosh, Airport Administrator
Fuel Report:

Mr. MacIntosh provided members with a copy of the monthly fuel report and airport flight activity.

Mr. MacIntosh stated that they were low in sales for aviation gas and that they had 15 jet fuel sales. Mr. MacIntosh stated that the total revenue was \$6,980. Mr. Flanagan asked if Mr. MacIntosh had any thoughts as to why the fuel sales were low, were people just not flying. Mr. MacIntosh stated that was correct, people just weren't flying very much due to events being canceled. Mr. MacIntosh stated that they had quite a few jets that were flying, but the smaller planes weren't flying because places were closed and events like concerts or other things that they would fly to were canceled.

Mr. Khoury asked if the business flights were still steady. Mr. MacIntosh stated no, they have not been very active. Mr. MacIntosh stated because of that they would be down on fuel sales this year.

Mr. MacIntosh stated that in the fuel report there was a listing of fuel prices for area airports, and the only listing that changed was Hamilton's because they dropped their price on aviation gas a little. Mr. MacIntosh stated that the County's airport was still competitive by a few cents with other airports. Mr. MacIntosh stated that usually people were not paying as much attention to fuel prices as they were to the distance of their flights because they were more interested in saving time. Mr. MacIntosh stated that they were not out there looking for which gas station to stop at they were looking for the most direct flight in order to save the most time.

Mr. Flanagan stated that it looked like a decent discount on the jet fuel and that wasn't enough to make a difference. Mr. MacIntosh stated no, it did not make any difference to them.

Mr. Lawrence stated that Mr. MacIntosh was correct in his assessment, they were not going to make a difference because distance was probably their criteria assuming they were going to be flying over a particular area, but at some point it must make a difference. Mr. Lawrence asked Mr. MacIntosh if he had an understanding of what the price break would be for someone to fly over the Sidney, Hamilton or Norwich corridor in order to encourage them to stop in Norwich. Mr. MacIntosh stated that it was hard to say and that it was more the idea that they were not going to go down just to stop for fuel. It takes so much fuel to land the plane and a lot more fuel to take off in addition to wasting time. Mr. MacIntosh stated it was not worth stopping just for fuel. Mr. MacIntosh stated that what they wanted to do was get to their destination and then fuel up, it wasn't really a matter of the price of fuel.

Mr. Flanagan asked what the average or typical fill up was. Mr. MacIntosh stated jets would get around 500 gallons. Mr. Flanagan stated with a \$1 difference they were potentially saving \$500. Mr. MacIntosh stated that because he was asked to stay competitive, they didn't necessarily make \$1. Mr. MacIntosh stated that the Committee asked him to look at the area airports and stay close to that price. Mr. MacIntosh stated that at some point they buy the fuel for so much and they might be making \$0.50 per gallon. Mr. Flanagan stated that the \$3.60 jet fuel was working out okay. Mr. MacIntosh stated that they bought it for a good price, they could try to

attract people but it didn't make a difference. Mr. Flanagan stated that he guessed if you were flying in a jet someplace, \$500 didn't make a difference. Mr. MacIntosh stated that it did not seem to matter.

Mr. Khoury stated that they were extremely competitive at \$3.60 for jet fuel. If it did not make a difference, why were our prices so low? Mr. MacIntosh stated that it was like that because the Committee asked them to set the prices lower. Mr. Khoury stated why discount it if it didn't make a difference. Mr. Lawrence stated that was exactly his point. Mr. MacIntosh stated for instance, Mad River based their plane at the County airport and buys fuel there rather than driving out to MA where the plane was kept because the boss lived in the Thousand Islands. Mr. MacIntosh stated that there was some attraction to accommodate people who have a choice, and Mad River has chosen to base the airplane here over the summer because their boss lived in the Thousand Islands. Mr. MacIntosh stated that it was a way to accommodate some people and sell some more fuel. Mr. MacIntosh stated that you might say they were competing with the travel that it would take them to drive out to MA and the price of fuel out there.

Mr. MacIntosh stated that they are trying to bend over backwards to get people to stay and buy fuel from them. Mr. Khoury stated that he understood that but a 25% discount on fuel was really bending over backwards and if it did not make a difference either way, why keep it so low.

Following further discussion, Mr. Cammarata made a motion, seconded by Mr. Lawrence, to raise the price of jet fuel to \$4.25 per gallon. Carried.

Discussion: Mr. Flanagan stated that his thought was that they should trail the lowest price by a certain amount. For example, if the lowest price was \$4.50, we stay \$0.25 behind that way they didn't have to have a discussion about it every time the fuel prices changed. Mr. Khoury stated that could be part of the formula but right now he wanted to make an adjustment to adapt to the competition.

Mr. McNeil stated that he thought at one time they established some guidelines for fuel pricing and that they ought to get it written down in order to establish those guidelines. Mr. McNeil stated that they could think it over and establish the guidelines during next month's meeting.

Garage Door Update:

Mr. MacIntosh stated that the company that was installing the garage door had some ordering issues and that the door wasn't going to be installed until towards the end of August.

Updates:

Mr. MacIntosh stated that Bert Adams wanted to put up a building and the County owned the air rights over his property. Mr. MacIntosh stated that Mr. Adams was wondering about where to place it and that they have looked up the information in the clerk's office with Mr. Butler and they will be relaying that information to Mr. Adams.

Mr. MacIntosh stated that he spoke with Mr. Adams about the possibility of closing and burying the road along the backside of Mead's Pond. Mr. MacIntosh stated that closing the road was something that would need to be done through the town. Mr. MacIntosh stated that because that road was there it lessened the landing area which was not good for larger aircrafts because they needed a larger area in order to land and take off.

Mr. MacIntosh stated that they talked about what the possibilities were and if they had justification to go through eminent domain. Mr. MacIntosh stated that they did not want to do that, they wanted to have conversations with Mr. Adams and keep good relations with him. Mr. MacIntosh stated that he had a very good conversation with Mr. Adams and he was open to that possibility. Mr. MacIntosh stated that they talked about a possible trade-off because he would no longer have access to that road. Mr. Adams expressed the interest in

having some help with his trucks accessing state highway 12 from the current driveway of his business. Maybe getting some assistance with NYSDOT to warn traffic to slow down in that area for trucks entering the roadway.

Mr. MacIntosh stated that it was a good conversation and he wanted to let the Committee know that Mr. Adams was open to that. Mr. MacIntosh stated that the building that Mr. Adams wanted to put up was going to be way under the air space rights that the County has.

Mr. Flanagan stated that was good news because they have been looking at closing the road for a long time and discussed the possibility of the Public Works Committee working with Mr. Adams on it. Mr. Flanagan stated that they wanted to make sure that the FAA wouldn't come in after the road was closed and notify them that the building interfered with the air space. Mr. Flanagan stated that it might involve some engineering and assistance with NYSDOT. Following further discussion because it involved the legality of having a road closure, a building being put up that involved air space concerns and NYSDOT involvement, Mr. Flanagan made a motion, seconded by Mr. McNeil, to refer the matter to the County Attorney. Carried.

Referral to the County Attorney

Discussion: Mr. Lawrence stated that the referral to the County Attorney was to make sure that they did not lose, but that they gained FAA landing threshold.

Mr. MacIntosh stated that this was probably going to involve the Planning Department because Mr. Butler worked closely with the engineers who worked closely with the FAA.

Mr. Lawrence stated that his concern was by taking out the road they would gain but by putting up a building it might take us right back to where they were.

Mr. Khoury stated that the referral was for the County Attorney to look into all of the legal issues concerning this matter and that the County Attorney was the right person to help get the process started because they were looking at air space, having a building put up and closing a road.

Mr. MacIntosh stated that during an Airport Steering Committee meeting it was brought up that one of the tenants at the airport, Mr. Doug Marchant, expressed an interest in renting hangar space that was currently being used to store equipment for Weights and Measures. Mr. MacIntosh stated that they did not charge Weights and Measure for that space and Mr. Marchant was willing to pay \$70 per month for the space. Mr. MacIntosh stated that the space was worth \$112.50 per month rather than \$70.

Mr. MacIntosh stated that the equipment could be moved to a different storage location, however that area was currently storing old tires that needed to be thrown away. Mr. MacIntosh stated that they were waiting for an opportunity to be able to dispose of them on a day when it was free to take them to the landfill. Mr. MacIntosh stated that there were a lot of tires in that storage area that would cost them quite a bit of money to get rid of.

Mr. MacIntosh stated that the other suggestion was that they charge Weights and Measures rent for the storage space to cover the charge that recently came out of the Airport budget for the internet connection for weather.

Mr. MacIntosh stated that it was kind of a complicated thing and he wanted to remind the Committee that the issue of charging Weights and Measures for that space has come up before but it has never been approved.

Mr. Flanagan made a motion, seconded by Mr. McNeil, to refer to the Public Works Committee for the prospect of the disposal of the tires and to move Weights and Measures equipment over to that storage area in order to rent that hangar space to Mr. Marchant. Carried.

Referral to Public Works

Mr. Khoury stated that the motion was made to clear out that stockpile of tires from a storage area and to move Weights and Measures to that area.

Mr. Cammarata asked where all of the tires came from. Mr. MacIntosh stated airplanes. Mr. Cammarata asked if the plane owners bought the tires at the airport. Mr. MacIntosh stated no, there used to be a repair service at the airport under the previous FBO prior to the County taking ownership of the airport. Mr. MacIntosh stated that the tires have been sitting there for ten years. Mr. Cammarata asked how many tires were sitting there. Mr. MacIntosh stated that there was over 100 tires. Mr. MacIntosh stated that there used to be an amnesty day where they could take the tires to the dump.

Kerri Green, President & CEO, Commerce Chenango
IDA Board Membership:

Ms. Green stated that the IDA Board was currently comprised of five members and they were allowed to have up to seven members but the way that the bylaws were written and their current structure there were only five members.

Ms. Green stated that the discussion to increase the membership started because the Authorities Budget Office was asking for the IDA boards to have a diverse board. Ms. Green stated that the ABO was looking at race, gender and occupation background. Ms. Green stated that in the future if they did not show that they were more diverse or that they didn't try to be more diverse they could face some severe penalties.

Ms. Green stated that ultimately everyone wanted to meet that goal and make sure that they have that diverse background on the board for the decision making process. Ms. Green stated that one of the ways to meet that goal was by expanding their membership. Ms. Green stated that she spoke to Mr. Wilcox about it and that he was in agreement with increasing the membership from five to seven members.

Ms. Green stated that Mr. Wilcox advised her that she needed to come to this Committee to go through the process and let this Committee make the decision.

Ms. Green stated that the process was for this Committee to authorize the increase in membership and then Mr. Wilcox would make the recommendation for new members.

Mr. Woodford stated that this Committee would refer to the BOS for a resolution that would authorize an increase in the membership from five to seven members and at that same time the resolution would also include the new members. Mr. Woodford stated that the resolution might not go before the September meeting, because it was a matter of timing and making sure that Ms. Green had the two new members ready to serve as a matter of having a quorum to conduct business. Once the resolution was passed to increase the members that meant that the number of individuals for a quorum to hold the meetings would also increase.

Mr. McNeil made a motion, seconded by Mr. Cammarata, to expand the IDA membership from five members to seven members. Carried.

Resolution to Follow

Discussion: Mr. Lawrence stated that to understand the process, the IDA Board would be increasing the membership and asked if people would be interviewed for those positions. Ms. Green stated that they would be advertising the openings, interviewing people for the positions and making their recommendations to Mr. Wilcox, who ultimately made the decision for those appointments.

A discussion regarding the diversity and the qualifications for membership to the IDA Board occurred.

Tourism:

Ms. Green stated that as they talked about during the last meeting tourism was sort of at a standstill. The matching funds still have not been released and she did not think they would be getting the matching funds.

Ms. Green stated that the question to ask was what would happen to that request for 2021. Ms. Green stated that they were hoping to basically wipe 2020 clean and start 2021 fresh. Ms. Green stated that they usually make those requests to the State in November.

Ms. Green stated that they were continuing to move forward and have invested funds into marketing tourism for the region. Ms. Green stated that they had some videos created letting people know to come here when they're ready because we have a lot of outdoor space for hiking, fishing, etc. Ms. Green stated that they featured places like Wolf Mountain, waterfalls, General Clinton Park and the Unadilla BMX place. Ms. Green stated that they are promoting what they have and what is open and they were telling people that we are here and have a lot of open spaces.

Mr. Khoury stated asked if the videos were available yet. Ms. Green stated that they were and she would email the link to Committee members to view them.

Mr. Cammarata asked for an update on the Sherwood Hotel in Greene. Ms. Green stated that the new owners received a loan from the Development Chenango Corporation to reopen the Sherwood Inn. Ms. Green stated that the owners were hoping to have it open by the end of August. Ms. Green stated that the DCC felt like it was a good investment that would lead to the creation of new jobs and would be a much needed asset to Chenango County.

Ms. Green stated that they have quite a lot of developments recently with economic development. They have the Sherwood Hotel, they recently gave a loan to owners of a building on South Broad Street for renovations, they sent out a press release recently about a new mobile food truck business, and they just gave an agricultural loan to a couple of people who recently acquired a farm. Ms. Green stated that it was great to see the positive momentum with everything that has been going on.

Mr. Lawrence asked if she had any information on Cascun Farm and where they were with their expansion. Ms. Green stated that COVID-19 threw a wrench into things and they leased land that the IDA owned in Bainbridge. Ms. Green stated that they wanted to purchase the land and that they were waiting on the loan process.

Ms. Green stated that as far as she knew things were back up and running for them. Ms. Green stated that a big hit to them was that they provided a lot of food for school lunch programs and large venues in NYC. Ms. Green stated that for a few weeks it was really detrimental for them with what happened during the pandemic.

Ms. Green stated that they were still there and making their payments to them and seem to be somewhat steady again.

Mr. Flanagan asked if the loans were collateralized loans. Ms. Green stated that every time they give out a loan they make sure there is some sort of collateral and they did personal guarantees.

Mr. Khoury asked if the Sherwood Inn was looking at opening up as a hotel as well as a restaurant. Ms. Green stated yes.

Shane Butler, Director, Planning & Development
Calling for Public Hearing for CDBG:

Mr. Butler stated that two of the housing grants required them to hold a public hearing partway through the grant process to let the public know what they were doing and allow public comment on it. Mr. Butler stated that it was almost that time of year for the public hearing to occur and he needed a resolution to allow them to hold it. Either virtually or in person, depending on current executive orders.

Mr. Flanagan made a motion, seconded by Mr. Lawrence, to refer to the next BOS meeting in order to call of a public hearing to be held in October for the Community Development Block Grants. Carried.

Resolution to Follow

Mr. Butler stated that under the Homeownership program they typically allow for standard closing costs in the amount of \$20,500 to the applicants no matter what their eligibility or financial status was. Mr. Butler stated that OCR has come out with new, required guidelines stating that they have to use a new form that calculates how much assistance they were allowed to give to the applicants.

Mr. Butler stated that there was not a maximum limit and that OCR allowed them to set a maximum limit, however they have cautioned the use of a maximum limit because if they gave out too much money it would question the affordability of that house to the applicant.

Mr. Butler stated that he wanted to know if the Committee had any thoughts regarding setting a maximum amount or not. Mr. Butler stated that they did not have to, they could decide to let the form calculate the amount and let the oversight committee take care of making the final decision. Mr. Butler stated that he would recommend letting the oversight committee make the decision and not set a maximum amount. Mr. Butler stated that he felt comfortable with the Housing Oversight Committee making the determinations, but he wanted to let the Committee have an opportunity to set the maximum amount if they wanted to.

Mr. Cammarata asked if there were any problems in the past. Mr. Butler stated that in the past they have never had a minimum or maximum amount established they have always kept it at the standard amount of \$20,500. Mr. Butler stated under the new regulations they now have to use a form that calculates the amount for them. Mr. Butler stated it could be lower or higher than the \$20,500.

Mr. Flanagan asked if it was calculated based on income. Mr. Butler stated yes, it was calculated based on income and expenses and any other loans that they might have. Mr. Butler stated that the amount that they received could be lower or higher based on their income and expenses.

Mr. Khoury stated that if they had a limit they would basically be able to have a governor on the formula. Mr. Khoury stated that it seemed to be untested at this time because there were so many variables and that it sounded like it made sense to put a cap on it. Mr. Khoury asked if Mr. Butler was comfortable with that and if it was in the form of a grant, maybe they should have a cap set on it. Mr. Butler stated that if they set a cap, and someone came in at just over the capped amount, it would be too bad, they were undeserving of it. It would be like saying someone who came in just under the cap was more deserving than that person who came in \$200 over the cap.

Mr. Flanagan stated that it looked like they were taking that choice out of their hands by the distribution of the new form. Mr. Butler stated that was correct. Mr. Flanagan asked how much money was received under the current application and how many people would be eligible for it. Mr. Butler stated that the grant was for \$400,000 and once you removed administrative costs the grant would provide closing costs for 16 people.

Mr. Flanagan stated that they may be able to help more or less people under the new guidelines but it appeared that they had no choice but to follow the new guidelines. Mr. Butler stated that the new form might allow

\$8,000 for one applicant and \$15,000 for another applicant so towards the end of the grant period they may have to find one applicant that was eligible for the amount that was left or face having to return those funds.

Mr. Khoury stated that he saw a lot of reasons for the cap because they had to strictly adhere to a formula and lost all control over the decision making. Mr. Khoury stated that the only danger of a cap was that somebody may come up short for getting free money. Mr. Khoury stated that he would put a cap on it and they may be able to help more people because if this formula, which was untested, went overboard less people were going to be eligible or they might not have the money to present that.

Following further discussion regarding whether or not to set a maximum amount, the Committee agreed not to set a cap or take any action at this time and to see how the new formula played out over the duration of the current grant cycle.

Broadband Update:

Mr. Butler stated that they have held two regional collaborative meetings so far. Kerri Green, Matt Beckwith and Mr. Butler are representing Chenango County.

Mr. Butler stated that the first meeting was basically to get everyone on board to talk about what was going on. Mr. Butler stated that the second meeting was spent reviewing Congressman Brindisi's report, which he provided a copy of to the Committee members. Mr. Butler stated that within that report it showed Chenango County's internet speed was around 6 to 9 mbps, which was pretty low compared to other counties.

Mr. Butler stated that the question to be asked was if the internet was actually that slow compared to other counties or if people in Chenango County were not able to afford internet with faster speeds. Mr. Butler stated either way, the report showed that the internet speeds in Chenango County were very low compared to other counties. Mr. Butler stated that if they referred to page 16 of the report and looked at some of the towns that had lower speeds, especially the towns where some of the federal funding went to increase speeds, Chenango County towns were pretty high on that list.

Mr. Butler stated that if they looked at the fastest speeds, New Berlin had the number one fastest speed in the County and in the region. Yet, South New Berlin's speed was on the lowest speed list. Mr. Butler stated that town by town had pockets of slower speeds and pockets of faster speeds.

Mr. Butler stated in Oxford, County Road 3 had fiber optic available with incredibly fast speeds, yet rural roads off of County Road 3 didn't have fiber and the speed was slower.

Mr. Flanagan stated that as a point of clarification, the money that was passed down wasn't just to increase the speed of the internet, it was exposure to internet too. Mr. Flanagan stated that was assuming that, before the State started handing out money, everybody has some form of internet available to them already. Whether it be dial up or another form.

Mr. Butler stated that they basically asked people to conduct a speed test at their home but the test didn't ask what they were paying for their internet speed was. Mr. Butler stated that just because they had access to speeds of 100 or 200 mbps didn't mean they were paying for it. So when they did the speed test it may have been 6 mbps even though they had access to 100 mbps. Mr. Butler stated that the study showed either the speeds weren't available or that the people that live here did not want to pay for that faster internet. Mr. Butler stated that it showed that Chenango County was at a detriment either way because of poverty or because of a lack of speed.

Mr. Flanagan stated on the poverty aspect, what you used to see were satellite dishes and everything else and it seemed like people would pay for their entertainment and that he knew they had weaned themselves because of better internet speeds.

Mr. Butler stated that as part of the collaborative they sent surveys to all 49 school districts in the region. Mr. Butler stated that they have heard back from 12 districts so far and that obviously with the COVID-19 issue, school districts were trying to put together their reopening plans and filling out the survey for internet was low on their priority lists at the moment. Mr. Butler stated that for that reason they have delayed their responses a little bit and that Southern Tier 8 was working with someone at Broome Tioga BOCES on this because they provided IT services for many of the school districts. Mr. Butler stated that they were also working with DCMO BOCES and a lot of healthcare clinics.

Mr. Butler stated that now they were working on planning an information session for municipal leaders to basically have them help show the committee on the diagrams where they are seeing the speeds or reliability of services the lowest.

Mr. Butler stated that he has been in contact with a lot of the Supervisors who were asking who they should contact about their internet and other concerns in relation to internet services. Mr. Butler stated that they were encouraging municipalities not to go about getting help for those concerns on their own because they want to go at this from a regional approach.

Mr. Butler stated that they have asked them to be patient and wait for them to get things going because going about this from a regional standpoint was more favorable than going at it by one municipality at a time.

Mr. Khoury stated that when talking about a regional approach, did that mean Southern Tier 8 or Chenango County specifically. Mr. Butler stated that Chenango, Delaware, Broome and Cortland Counties were participating in this collaborative.

Mr. Flanagan stated that it looked like the State was throwing money around willy nilly and that they did not have the data, because he had no idea why they ran 500/50 service up the Preston Center Road. Mr. Flanagan stated that he was grateful for it, but when they had four residents on the road, what was accomplished. Mr. Flanagan stated that it was like money for the road to the bridge to nowhere. Mr. Flanagan stated that if it was a poverty issue maybe it ought to be addressed like they addressed HEAP. It was like if Johnny couldn't get the lesson from Oxford to McDonough, you follow the issue. If the speed was only 6 mbps and that was all they could afford, maybe that was the issue to address.

Mr. Butler stated that they were also trying to look at cellphone service issues as well because you could use your cellphones for internet too. But if you didn't have cellphone service you weren't able to call 911. Mr. Butler stated that was why they asked Matt Beckwith to be on the committee so that they could look at those dual issues.

Mr. Flanagan stated that he was glad that Mr. Butler brought that up because they have no real cell services in the Town of Preston at the town hall. Mr. Flanagan stated that if they were going to do those hybrid meetings, they weren't able to do them at the town hall.

Mr. Khoury asked if it would be a study or a survey to the municipalities and if he was depending on the municipal leaders to bring the answers to him. Mr. Butler stated that they would be holding an informational meeting to talk about what they were doing and what they would like help with. If Supervisors had areas in their towns where constituents were advising them that they did not have internet access, they could make them aware of those areas.

Mr. Butler stated that they would use their GIS mapping system to put together a map of areas to show the funders where the issues were.

Mr. Cammarata stated that his internet service went down and he called Frontier. Mr. Cammarata stated that when the Frontier technician investigated the problem, they found where another technician disconnected his service line and connected them to someone else's line. Mr. Cammarata stated that they did not have enough wiring in their stations to provide services to everyone. Mr. Cammarata stated that they took two of his DSL lines and gave it to another person, which resulted in his internet getting taken away. Mr. Cammarata stated that when the service was restored to his house, the technician conducted a speed test and he had 24 mbps down load speed and 9.98 on the upload. When he asked him where his high speed was, the technician told him this was the best he could get.

Mr. Cammarata stated that there was not enough wiring in the area for the number of people that were in the area.

Mr. Khoury asked when the municipal leaders meeting was going to be held and if they would be providing them with a blanket survey to complete. Mr. Butler stated that they expected to be contacting municipal leaders within the next couple of weeks and that they would be providing the information that they needed in a blanket boiler plate fashion.

Mr. Flanagan stated that he knew that the building project was on hold now and in his view with the whole internet thing was that they needed to increase the County's capability, as Mr. Ericksen addressed earlier. Mr. Flanagan stated that they also needed to pursue planning for where they as a County goes as far as what they would be capable of doing off site. Mr. Flanagan stated that a \$15 million building to him was a little scary, particularly in the current economic circumstances. Mr. Flanagan stated that he thinks that they needed to go forward in looking at some of the work from home options as a permanent feature. Mr. Flanagan stated that was his interest in improving the County's internet and that was his interest in having Mr. Butler involved in the planning for how they did business at the County. Mr. Flanagan stated that he thinks that it was important and he thinks that it should be thought of and they should find out how many departments could operate efficiently without having people come to the COB. Mr. Flanagan stated that if they could create efficiencies with technology they should look at utilizing it going forward.

Mr. Khoury stated that it was just as important for the County and businesses and individuals alike to have the technology.

Mr. Cammarata stated that he agreed with Mr. Flanagan but another factor to consider was that there could be connectivity issues from working from home. So if the employee's internet was down because of a technical issue, how would you determine how much time they worked if they didn't have internet service?

Mr. Khoury stated that it may be the way of the world right now, but they needed to be cognizant of the realities of connecting every single person to the County. Mr. Khoury stated that right now there were 19 people with workability there and you wanted to build that number, and guarantee that everyone was connected during a pandemic with limited resources. Mr. Khoury stated that he thinks that they have to turn to the federal government for that and that was what Mr. Butler was doing.

Mr. Flanagan stated that he was talking about building capacity rather than building something else, and maybe being able to get work done on a Saturday or working nontraditional hours because they were able to work in the evening hours instead.

Mr. Khoury stated that the pandemic gave them a new way to look at things and maybe things would be done from a different perspective now.

Mr. Butler stated that the other question to ask was if he was paying for 6 mbps from home and he needed 24 mbps, who would be paying the difference. Mr. Flanagan stated that it might be worth it. It might be cheaper than paying for a \$15 million renovation. Mr. Flanagan stated that this was what he was trying to drive at with the internet and poverty issue, maybe there was a level of internet now that every citizen was going to have. Mr. Flanagan stated that they pay for heat and electricity based on income models. Mr. Flanagan stated how important was the internet.

Planning Department Personnel:

Mr. Butler stated that he had a personnel matter to discuss with the Committee.

Executive Session:

At 11:29 a.m. Mr. Flanagan made a motion, seconded by Mr. Cammarata, to call for an executive session to discuss personnel. Carried.

Mr. McNeil excused himself from the meeting during the executive session.

At 11:52 a.m. Mr. Flanagan made the motion, seconded by Mr. Cammarata, to adjourn the executive session. Carried.

Mr. Flanagan made a motion, seconded by Mr. Cammarata, to refer to the Personnel Committee in order to create a part time Planner position within the Planning Department. Carried.

Referral to Personnel

Adjournment:

Mr. Flanagan made a motion, seconded by Mr. Brown, to adjourn the meeting. Carried.

Mr. Khoury adjourned the meeting at 11:53 a.m.

slh

**Planning and Economic Development Committee Meeting
Chenango County Office Building – Committee Room
Thursday, September 17, 2020 – 10:00 am**

Present Were: Chairman Michael R. Khoury, Supervisor Peter C. Flanagan (arrived at 10:17 a.m.), Supervisor John Lawrence, Supervisor Timothy Brown, Supervisor John J. Cammarata, Airport Administrator Don MacIntosh, County Historian Pat Evans, Chenango County Arts Council Executive Director Alicia O’Neil, SUNY Morrisville Norwich Campus Director Lindsey Lefevre, Commerce Chenango President and CEO Kerri Green, Planning Director Shane Butler, and Clerk of the Board/County Auditor RC Woodford.

Present Via Teleconference: Supervisor James J. McNeil.

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

**Don MacIntosh, Airport Administrator
2021 Tentative Budget 186 – Airport:**

Mr. MacIntosh stated that there were no big changes in the budget. Computer services were reduced and they added \$300 in equipment to put cameras on the runway to keep better track of planes that landed at the airport.

Mr. MacIntosh stated that there was no local share to this budget because anything that they spent in excess of their revenue came from the trust fund.

Mr. MacIntosh stated that they have spent \$86,000 and brought in \$81,000 so far this year. Mr. MacIntosh stated that the trust fund was guaranteed up to \$25,000, so they were actually putting money back into the trust fund at this point.

Mr. Lawrence stated that #A5680.51 – Aviation fuel had zero change with \$50,000. Mr. Lawrence asked Mr. MacIntosh if he felt confident that would work out or if there would be a possible reduction in aviation fuel to save some money. Mr. MacIntosh stated that whatever the price ended up being, anything that was not spent went back into the trust fund. Mr. MacIntosh stated that you could not project what would happen, this year there hasn’t been much in fuel sales, but it was picking up. Last month they sold \$7,570 in fuel the months prior just about zip. Mr. MacIntosh stated that their history showed that \$50,000 was a good number on an average year. Mr. Lawrence asked where they were year to date with sales. Mr. MacIntosh stated \$25,000 and they bought fuel earlier in the week, so that amount would increase. Mr. MacIntosh stated that for fuel revenue they had \$11,000 in cash sales and \$17,778 in credit card sales. Mr. MacIntosh stated fuel sales were definitely down, but lately it has picked up especially during the past month.

Mr. Khoury asked Mr. MacIntosh if he was anticipating making the \$40,000 in fuel sales. Mr. MacIntosh stated no, he would not say that they would this year, but they did receive \$30,000 under the CARES Act to help with the loss of revenue. Mr. MacIntosh stated that they provided the Planning Department with copies of fuel receipts in order to receive that \$30,000.

Mr. Khoury asked about the T Hangar rentals. Mr. MacIntosh stated that they rented the east hangar to Plane Leather and west hangar as well and the revenues should be right on. Mr. MacIntosh stated that the other hangars were full with the exception of two hangars. Mr. MacIntosh stated that by Committee action last month it was decided that they were going to be renting half of a hangar to Doug Marchant and receive rent from Weights & Measures for the space that they store their equipment in, which would increase revenue. The

Committee discussed the rental fees for Weights and Measures and determined that they did not include rent in the agreement with Weights & Measures.

Mr. Khoury asked if there were any more questions on the budget. With no further questions, Mr. Lawrence made a motion, seconded by Mr. Cammarata to approve the 2021 Tentative Budget 186 – Lt. Warren Eaton/Chenango County Airport as presented.

Discussion: Mr. McNeil stated that he would like to request an executive session to discuss personnel before moving the budget. Mr. Khoury stated that there was a motion on the floor and in order to proceed the motion would need to be rescinded. Mr. Lawrence and Mr. Cammarata agreed to rescind their motion to approve the budget.

Executive Session: At 10:10 a.m. Mr. McNeil moved to go into an executive session to discuss a personnel related concern. The motion was seconded by Mr. Cammarata. Carried.

At 10:17 a.m. Mr. McNeil made a motion, seconded by Mr. Lawrence, to adjourn the executive session. Carried.

Mr. Lawrence made a motion, seconded by Mr. Cammarata, to approve the 2021 Tentative Budget 186 – Lt. Warren Eaton/Chenango County Airport as presented. Carried with Mr. McNeil opposed.

Pat Evans, County Historian
Retirement:

Ms. Evans stated that she planned to retire on October 30, 2020, which would change the salary in next year's budget.

Ms. Evans stated that there was another historian in the county that was interested in the position, however they wanted to meet with her in order to find out how much work it entailed.

Mr. Flanagan stated that Ms. Evans made a comment that it would change the salary. Ms. Evans stated to some degree. Mr. Flanagan asked how that worked, whose call was it. Ms. Evans stated that she believed it was up to the Committee to determine. Mr. Flanagan asked to what degree it would change, would it change this year or next year. Ms. Evans stated that she did not know, probably when the new person was hired. Mr. Woodford stated that the Personnel Committee would authorize the appointment and set the salary. Mr. Flanagan asked how much the salary was. Mr. Lawrence stated \$16,102. Mr. Flanagan stated that the salary was \$16,000 and next year it was for \$16,424 with the 1.9% increase. Ms. Evans stated that was correct. Mr. Woodford stated that was set with the comp schedule. Mr. Flanagan stated that this was an appointed position and asked if they treated those as they did every other position and reduce them when they were refilled. Mr. Woodford stated that would be the Personnel Committees decision, but that was often the case.

Mr. Flanagan stated that it was not a full time position and he wondered how much work there was. Ms. Evans stated that you could work 24 hours a day, although it was quiet during the shutdown due to COVID.

Ms. Evans stated that this year for salary there was an \$826.05 increase. Ms. Evans stated that they were now as busy as they normally were throughout the year. Ms. Evans stated that in 2021 the salaries would be a little bit higher, but the expenses were coming down and they figured the local share would be an increase of \$3.95.

Mr. Flanagan asked if this position came with benefits. Ms. Evans stated yes. Mr. Flanagan asked what the fringe benefit costs were because he liked to look at it realistically. The County, for whatever reason, never included fringe benefit numbers in the budgets unless it was DSS which was paid for by the State. Mr. Flanagan stated realistically the health insurance might even be equal to the salary or more. Mr. Flanagan stated that was

what they were looking at. Mr. Woodford stated certainly as well as retirement system enrollment, but Mr. Flanagan was correct, fringes could be significant. Mr. Flanagan stated they could be looking at \$35,000 per year in benefits to the new County Historian. Mr. Flanagan stated to him this was an important position, being a history buff, and he was wondering what the process was because Ms. Evans said that she already had somebody lined up. Mr. Flanagan asked Ms. Evans if it was her job. Ms. Evans stated that she knew of someone who was interested in the position, but they still needed to advertise for the position. Ms. Evans stated that this individual knew she was leaving and was interested in the position.

Mr. Flanagan stated that his question was really about the salary and the process because it was worth a certain amount and they were not going to save much by cutting \$1,000 from the salary. Mr. Flanagan stated that he was looking for a process where they advertised and got the best person, not the most available person. Ms. Evans agreed with Mr. Flanagan, this individual just heard that the position was opening and was inquiring into it before applying for it.

Mr. Khoury stated that he wanted to mention that they were looking at a \$1,106.67 increase in the budget and he thought that it was communicated to the Department Heads that they were looking at at least zero or even less because of the COVID pandemic and reduction in revenues that were not coming in. Mr. Khoury stated that was really the realistic situation here. Mr. Khoury stated that he would like to work on getting that down to zero and they could do that by starting with the salary for the new Historian and hopefully the Personnel Committee would work with them on that.

Mr. Flanagan stated that was one of the reasons he brought up fringes because from the looks of it they were paying minimum wage and it was pretty close to a part time job. Mr. Flanagan stated that if they were going to pay \$15.00 an hour and asked what the County's qualification for part time employees was. Mr. Flanagan stated that he was not trying to say that she was not doing it part time, but she was being paid as a part time employee. Mr. Flanagan stated that there were fringe benefits and if this was done without fringe benefits for \$20,000, the County might save \$15,000. Mr. Flanagan stated that he was not just looking at one budget, they could march along and pretend they had zero increases when they increase salary and fringe. It was just pie in the sky bologna and it always has been. Mr. Flanagan stated did they want to save the County money or look at a budget that looked good on paper.

Mr. Flanagan stated that he was okay with taking \$1,000 off the Historian's salary if they wanted to. Mr. Woodford stated that the salary for the Historian was set by the comp schedule and what they needed to do was deal with the proposed retirement by forwarding that to the Personnel Committee for the refill. Mr. Flanagan stated if they wanted to do that out of order and if that was the process he understood that but if they were going out of sequence fine. Mr. Flanagan stated as they start and look at the refill potential and the effect on the budget, it was why he asked if they had to reduce the salary, but they could not do that. Mr. Woodford stated that there were a couple of moving parts they also had some timing issues in there. Understand that this was not the last time that this budget would be scrutinized and they would also see it again during the dedicated budget meeting, which at that point some of that stuff may be flushed out.

Mr. Khoury stated as this conversation begins with a budget discussion they have a situation with the retirement to take care of by moving it to the Personnel Committee.

Mr. Flanagan made a motion, seconded by Mr. Brown, to move the potential retirement to the Personnel Committee for the County Historian position. Carried.

2021 Tentative Budget 165 – Historian:

Mr. Khoury asked if anyone had any questions or further discussion on the budget.

Mr. Flanagan asked Ms. Evans where she felt they could save any money in the budget to reflect a so called zero increase in the budget.

Mr. Lawrence stated that under equipment for museum for \$8,000. Mr. Lawrence stated that he did not know what equipment they anticipated buying, but it was a consistent \$8,000 figure in there and asked if they could possibly save the \$1,100 out of equipment. Ms. Evans stated no, that was an agreement with the County for the museum to help support it. Mr. Woodford stated that was the lease agreement with the Historical Society for use of their facility. Mr. Woodford stated that was not an equipment item, if he moved up to the equipment line he would see that it was zero. Mr. Lawrence stated okay. Mr. Flanagan asked where the \$8,000 went. Mr. Woodford stated to the Historical Society for the use of their museum. Mr. Flanagan stated okay, that seemed reasonable.

Mr. Khoury stated that he would like to look at the supplies and materials line #A7510.42. Mr. Khoury asked Ms. Evans if she was tracking that. Ms. Evans stated that they were not this year because they were not there for a while and they have not had very many visitors at all, but some of them were starting to come back. Ms. Evans stated that a lot of it has been done by mail though. Mr. Flanagan asked how she would characterize supplies and materials, by printing things. Ms. Evans stated yes, printing materials and copying books.

Mr. Flanagan asked if revenues for supplies and materials matched the expenses. Ms. Evans stated that it was hard to judge that this year because of the situation. Each year it was hard to judge because it is not known how many people would come in to utilize those services.

Mr. Cammarata stated that because he was new at this he wanted to know what the difference was between the County Historian Part time and the Research Assistant. Ms. Evans stated that they were two different people. Mr. Cammarata asked if the Research Assistant was a full time employee. Ms. Evans stated that it was a full time position so that someone was there to answer the phones and assist customers. Ms. Evans stated that her position entailed working on special projects and helping the public as well.

Mr. Lawrence stated that they charged people who wanted items printed and noted that the revenue stream was zero. There was \$900 in that line this year and it was taken out for next year. Mr. Lawrence asked what the \$900 in revenue was that they did not anticipate getting next year. Ms. Evans stated that they charged the public for research and making copies. Ms. Evans stated that because they have not had people in to do any research, they did not have any revenue coming in. Mr. Lawrence stated he understood that, in 2020 \$900 was budgeted for revenue but in 2021 they were not budgeting anything in revenue. If they expected to get \$900 or \$1,100 that might be close to zeroing out the local share. Mr. Khoury stated that he agreed with Mr. Lawrence, they would be opening and operating again so why not add the revenue back in to the budget.

Mr. Flanagan made a motion, seconded by Mr. Cammarata, to amend the budget by increasing revenue line #A1288 – Historian Fees from \$0.00 to \$1,106.67. Carried.

Discussion: Mr. Flanagan stated that as a separate issue he did not know if they should look at that amount in terms of how much revenue they generated. Mr. Lawrence stated that he did not mean to have the Committee make it an over estimate in how much they were going to gain on something, but he did not think they would gain zero. If they thought they were going to make \$1,100 he did not see why they could not legitimately put that amount in the budget. Mr. Lawrence stated that they just could not put in any amount to balance a budget, but he thought that \$1,100 was within reach. Ms. Evans stated that they had no idea who would be coming in and what services they would be coming in for. Mr. Lawrence stated certainly, but it has been pretty consistent over the years. Ms. Evans stated that it had been, it picks up around Christmas time and then it lags back down. Mr. Flanagan asked Ms. Evans if she felt like they were charging enough for the services they provided. Ms. Evans stated yes, they were at a level they felt comfortable with because people could do more online now.

Mr. Cammarata made a motion, seconded by Mr. Flanagan, to refer the 2021 Tentative Budget 165 – Historian as amended to the Finance Committee. Carried.

Referral to Finance

Alecia O’Neill, Executive Director, Arts Council
2021 Tentative Budget 160 – Arts Council:

Ms. O’Neil provided committee with an overview of programming that the Arts Council is offering in order to comply with COVID related restrictions.

Mr. Khoury asked how their revenue was affected since under their new model, in response to the pandemic, most of the programming was virtual. Mr. Khoury asked if their sponsors would step up and it would be a wash or did they expect a higher return on their programming. Ms. O’Neil stated that they anticipated a great return on it and for instance NBT was their main sponsor.

Mr. Flanagan asked what their total budget was and since Ms. O’Neil was leading into sponsors, what did NBT donate, if that was the right word. Ms. O’Neil stated donating was not the correct word. Ms. O’Neil stated last year NBT gave them \$19,000. \$5,000 went to sponsor their performance season and the rest of it was divided up between sponsoring their different art programs in the form of advertisements.

Ms. O’Neil stated that their budget was just over \$100,000 right now and that they have had to pare back really hard. Ms. O’Neil stated that their normal operating budget was \$333,000 to \$334,000.

Ms. O’Neil stated that this would impact their revenue by the fact that they would divide the amount between their programs and artists. Ms. O’Neil stated that they would be able to continue programming while people were stuck at home and they could also provide entertainment for individuals that resided in senior living homes. Ms. O’Neil stated that they could also provide programming for schools.

Ms. O’Neil continued to explain the Art Council’s programming to the Committee.

Mr. Flanagan stated that during Ms. O’Neil’s explanation of programming she stated that NBT hired the Arts Council and asked if NBT donated to and hired the Arts Council. Ms. O’Neil stated no, in the past NBT sponsored their live programming, which they cannot offer right now. They sponsored a children’s arts program, which they did not have any more either. They put an advertisement in their program book and a variety of other things which all added up to that \$19,000. Ms. O’Neil stated that from time to time NBT provided them additional funds because they hired artists for entertainment purposes or purchased tickets to attend performances.

Mr. Khoury stated that they were morphing and changing the operations and they may go back to live performances but it was too early to tell. Ms. O’Neil stated that it was too early to tell. Mr. Khoury asked when their new virtual programming was going to be launched. Ms. O’Neil stated on Monday, September 21, 2020.

Mr. Khoury asked if their online events for 2021 were already scheduled. Ms. O’Neil stated that it was.

Mr. Khoury stated that they would like to move on the budget and asked the committee members if they had any questions.

Mr. Lawrence wished Ms. O’Neil luck on their new endeavor. Mr. Lawrence stated not knowing what they did not know because it was a strange year, as much as he appreciated a zero budget, he was interested in the budget getting zeroed out because they budgeted what was appropriated exactly with what the County’s revenue stream was. Mr. Lawrence asked how secure she was with the \$10,000 appropriation and were they going to

meet the \$10,000. Mr. Lawrence asked if it was pie in the sky or guaranteed. Ms. O'Neil stated that between them, honestly she asked for the same and quite frankly she was expecting less. Ms. O'Neil stated that they worked their budget around that fact. Ms. O'Neil stated that they already received sponsorship in the amount of \$5,000 in general towards their performance, but she was very confident that this would more than break even. Mr. Lawrence stated that if she was confident in the fact that her revenue stream would generate that amount, it was all they needed to know. Ms. O'Neil stated that they were being very conservative in light of a \$200,000 cut in their budget.

Mr. Lawrence made a motion, seconded by Mr. Cammarata, to refer the 2021 Tentative Budget 160 – Council of the Arts as presented to the Finance Committee. Carried with Mr. Khoury opposed.

Referral to Finance

Discussion: Mr. Flanagan stated he thought that \$10,000 was cheap for what they got and his general question was that they were dealing with a contract agency and didn't the County send out a letter to all of the contract agencies advising them to request a reduction. Mr. Flanagan stated didn't this also apply to the Arts Council. Mr. Khoury stated that there was a request made to expect a 10% cut on the budget and this one came in with the same request. Ms. O'Neil stated that she received the letter but she was requesting the same amount as last year. Ms. O'Neil stated that she asked for the same amount, but budgeted for receiving less.

Mr. Flanagan stated the question was, as a committee what they should do if every other contract agency came in with a cut in their budget. Mr. Flanagan stated that he was not a believer in an across the board cut either, but cutting 10% from this budget was probably more significant than a cut to some \$4 million agency. Mr. Flanagan stated, well maybe not they were talking percentages. Mr. Flanagan stated that the dollar amount for the Arts Council request was \$1,000.

Mr. Khoury stated that he believed that a letter went out requesting that all outside contract agencies would expect to have to deal with a 10% decrease for 2021 due to the pandemic and due to the lack of funding that came in and the State deficits that were going to be twice as much as previously predicted. Mr. Khoury stated that was \$12 billion there and there would be shortfalls in revenues. Mr. Khoury stated they were asking agencies to expect a reduction during a most unprecedented year.

Mr. Lawrence stated that if they passed the Arts Council budget and it went to the Finance Committee, the Finance Committee may automatically put the 10% reduction in the budget on their end. Mr. Flanagan stated that this committee was never the final decision, the Finance Committee always did what it felt like. Mr. Khoury stated that he could not predict it, but the Finance Committee did a lot of heavy lifting and it was really up to the standing committees to do some of the heavy lifting earlier. Mr. Flanagan stated that was his point exactly which was why he raised the issue, do we treat people differently. Mr. Flanagan stated that he thought that they could handle \$10,000. Some agencies under performed while others over performed. This agency was one that greatly over performed.

Mr. Flanagan asked if they treated them all the same in accordance to policy, which was they were going to cut across the board rather than item by item or did they do some of this based on merit or value. Mr. Khoury stated that he was going to turn this back to the committee and if the committee wanted to rescind the motion, they could or they had the option to move forward and vote on it.

Mr. Lawrence stated if they changed the contractual amount to \$9,000 they would also expect the appropriation amount to decrease to \$9,000. Mr. Khoury stated correct. Mr. Lawrence stated that Ms. O'Neil was not going to pay them back \$10,000 if they only gave her \$9,000. Ms. O'Neil stated correct, providing \$9,000 of services.

Ms. O'Neil stated that she was trying to be conservative while at the same time being enthusiastic and confident.

Mr. Khoury stated that there was a motion and they could vote on it.

Mr. Flanagan stated that he only brought it up only because it was a policy thing. He knew that it was out there and stated that Mr. Khoury should know that as a member of the Finance Committee. Mr. Flanagan stated that he was unsure who sent out the letter, but it was out there. Mr. Flanagan stated that there were also questions such as did they receive a payroll protection loan. Ms. O'Neil stated that they received a payroll protection loan. Mr. Flanagan stated that he knew why they were asking and asked Ms. O'Neil how much they received. Ms. O'Neil stated \$15,034 and they furloughed their other employee.

Mr. Flanagan stated he assumed they asked the question to say, okay so and so got x amount of money and they'll be alright. They won't need our money. Mr. Flanagan stated that his fear was that they would be withdrawing support now and then the following year they would get zero on \$9,000. Mr. Flanagan stated that they would reset things forever.

Mr. Khoury stated that the Treasurer's Department made proposals, not policies. They provided them with recommendations and feedback. Mr. Khoury stated that the Treasurer's feedback was all contract agencies should expect a 10% cut. Mr. Khoury stated that it started right here with this committee, if they wanted to implement the cut, they could. Mr. Khoury stated that they were absorbing the feedback and taking into consideration what the outside circumstances were. Mr. Khoury stated that he was asking the committee to at least consider moving it forward and they would not have the final word, but he would like them to at least put it in front of them.

Mr. Lawrence stated that they would be doing that if they changed the budget to a \$9,000 contribution and expected \$9,000 in appropriations. Mr. Khoury stated that was correct if they rescinded the motion to approve the budget.

Mr. Flanagan stated that under discussion he would reiterate his earlier viewpoint that they just approved a budget for the County Historian with two sets of fringe benefits attached to it which were probably \$50,000 or \$60,000 and called it a zero budget, which it was not. Mr. Lawrence stated that with this agency they did not. Mr. Flanagan stated that Mr. Lawrence just proved his point. They dealt with contract agencies as if they never received raises. Mr. Flanagan stated with the County budgets they tell them they want a zero increase except for salaries and never counted the fringes. Mr. Flanagan stated that they were pushing the pain out to the outside agencies, which he felt were delivering services to the County in many cases much cheaper and in many cases much more effectively. Mr. Khoury stated in all due respect, Mr. Flanagan just covered both sides of the argument.

Mr. Khoury stated that he was asking the committee to continue with the motion made or if they wanted to reconsider it.

Mr. Brown stated that he was in the middle because he thought that it was good to try to protect their intent by reducing the budget, but the other side to this was that the perks were a lot of money. Mr. Brown asked where did they draw the line.

Mr. Flanagan stated that he agreed with Mr. Khoury, he covered both sides of the argument intentionally.

Mr. Khoury stated that the point was they were in the middle of discussion and seemed to be in limbo. Mr. Khoury asked what the intent of the committee was.

Mr. Lawrence stated that the motion was for the \$10,000. Mr. Khoury stated that was correct unless they rescinded the motion.

Mr. McNeil called the question.

After the roll call vote, Mr. McNeil excused himself from the meeting.

Lindsey Lefevre, Norwich Campus Director Morrisville State College
2021 Tentative Budget 154 – College Center:

Ms. Lefevre provided a report of the number of students enrolled at the Norwich Campus from 2015 to 2020 and provided the committee with an explanation of the report.

Ms. Lefevre stated that they experienced an increase in 2020 enrollment numbers for the fall 2020 term for full time students. Mr. Flanagan asked what contributed to the increase. Ms. Lefevre stated that unemployed individuals were able to come back to school to further their education and they were able to work more closely with the school districts to enroll students following high school graduation.

Mr. Khoury asked in terms of revenue, how did the Norwich campus compare to the Morrisville campus. Ms. Lefevre stated that they looked at enrollment overall as an institution versus by campus. Ms. Lefevre stated that they broke out head count to ensure what they were bringing in for tuition matched their staffing and expenses. Ms. Lefevre stated that overall SUNY Morrisville was also experiencing a 10% decline in enrollment based on the institution as a whole.

Mr. Khoury asked how they readjusted their overhead for that. Ms. Lefevre stated that from her perspective and her role at the Norwich campus was to ensure that the numbers were maintained in order to maintain staffing and resource levels to their students. Ms. Lefevre stated that similar to everyone else, she was given a directive to expect a 20% decrease in their state funded budget. Ms. Lefevre stated that she made some adjustments in their student support services, but luckily there were very minimal changes. Ms. Lefevre stated that she had to eliminate a part time position in academic support.

Mr. Lawrence made a motion, seconded by Mr. Cammarata, to accept and refer the 2021 Tentative Budget 154 – Chenango Co. College Center to the Finance Committee as presented. The motion failed due to lack of majority with Mr. Flanagan and Mr. Khoury opposed and Mr. McNeil absent.

Discussion: Mr. Flanagan stated that everyone would come in not asking for a reduction in funding. Mr. Flanagan stated that he wanted to know if this committee was going to approve them across the board without the reductions and noted that Mr. Khoury voted no on the previous budget.

Mr. Khoury stated that he would like to see the committee hold themselves to the requested reduction. Mr. Khoury stated that he shared the same concerns regarding the amount of money that would be coming into the County.

Mr. Flanagan stated that he certainly understood that and asked how much the reduction would be in terms of numbers to get an understanding.

Ms. Lefevre stated that the money was directed to a recruitment position specifically related to the Norwich campus marketing and enrollment. Ms. Lefevre stated that the amount has remained the same and not increased with the level of raises for the position. The current salary for the position was \$48,201 annually, leaving the college to subsidize \$11,614. Ms. Lefevre stated that in previous years the State has subsidized it because they felt that it was an important position without putting additional financial dictates onto the County.

Mr. Flanagan asked Ms. Lefevre if she was asked by the State to tighten up her budget because they would be getting less funding from the County this year. Ms. Lefevre stated that absolutely and that was why they were

prepared for a 20% reduction by the State, which was why the decision was made to eliminate the part time position at the Norwich campus.

Mr. Brown stated that a while back she presented a raise in prices for the upcoming academic year. Ms. Lefevre stated that was correct but that presentation actually showed a savings for the County because they had to limit the number of courses that they would be able to offer to high school students. Mr. Khoury stated that it was really a wash because they weren't able to offer the same number of courses.

Following the failed motion, Mr. Khoury asked the committee to review the budget again.

Mr. Lawrence stated that if they put a 20% reduction in the budget would that result in a 20% reduction in the college's payment, meaning it would still come out zero. Mr. Khoury stated that the credits were a different issues. He was looking at reducing the budget by 10%, resulting in a reduction of \$3,659. Mr. Lawrence stated that would also be a reduction in their return to the County. Mr. Khoury stated no, he was requesting a reduction of 10% to their request of \$36,587.

Mr. Flanagan asked Mr. Khoury if he was proposing an amended budget with the 10% decrease. Mr. Khoury stated correct.

Mr. Khoury made a motion, seconded by Mr. Flanagan, to reduce the cost to the County by \$3,659. Carried.

Mr. Cammarata made a motion, seconded by Mr. Flanagan to approve and refer the amended 2021 Tentative Budget 154 – Chenango Co. College Center to the Finance Committee. Carried.

Referral to Finance

Discussion: Mr. Lawrence stated if they reduced the appropriation by 10% what were they doing with the local share. Mr. Butler stated that the local share would automatically reduce and show up in the modified column. Mr. Lawrence stated that they would be getting back 10% less. Mr. Khoury stated no, because they reduced what the County was spending. Mr. Lawrence stated that if they reduced the expense they should expect to get less money back, which meant it would still be a zero budget. Mr. Khoury stated no, they reduced #A2980.47. Mr. Lawrence stated that they reduced the contractual expense by \$3,659, which automatically reduced the local share, correct. Mr. Khoury stated correct.

Kerri Green, President & CEO, Commerce Chenango **2021 Tentative Budget 156 – Publicity:**

Ms. Green provided a copy of the memo that she attached to her submitted budget to the Treasurer's Office.

Ms. Green stated that when she looked at her request for tourism funding she took the new occupancy tax into consideration. Ms. Green stated that she spoke with the Treasurer's Office and together they conservatively came up with an amount that they were both comfortable with, which was \$60,000. Ms. Green stated that she knew it was an increase, but it was the amount that they collectively determined would go towards tourism. Ms. Green stated she believed this meant that the tourism line would be coming off the tax rolls and be paid for under the occupancy tax revenue. Ms. Green stated that although it was an increase she felt that it was a conservative number to base future requests off of.

Ms. Green stated that there were a number of items that came out of what they would normally get for tourism dollars from the County. Ms. Green stated that it was money that would normally come right off the top that they paid into, such as the I Love NY program's matching funds, the Central Region's programs, and the Southern Tier Beverage Trail. Ms. Green stated that the programs were programs that they normally had to pay for in order to be included in them.

Ms. Green stated that after they took out those expenses 30% of what they received was left to promote tourism for the entire county.

Ms. Green stated that when they looked at the number they got it was not a lot. Ms. Green stated that of course they were happy to get what they received but they were excited to be able to receive more funding based off from the occupancy tax. Ms. Green stated that it was a pretty large county with a lot of things to promote and there was a lot more good that they could do with a little bit more revenue.

Ms. Green stated that in addition to that, line item #A6410.46 – Chamber of Commerce was actually a tourism expense. It was for an administrative fee that went back to the Commerce for managing the tourism program. Ms. Green stated that it helped cover the position and a portion of their bookkeeper's time. Ms. Green stated that it covered about 11% of the total for those expenses and the balance was paid for by the Commerce and the DCC. Ms. Green stated that it was a little bit of an increase but historically when she looked at what they requested versus the actual amount for the expense it was a minimal amount by comparison to what they put towards it. Ms. Green stated that on paper it looked like a 10% increase but they were taking about \$400 to help offset the bookkeeper in the position that covered tourism.

Mr. Khoury stated moving down to EDA, he asked Ms. Green to explain what was happening with that. Ms. Green stated that she was not ignorant to what was happening with the County right now in terms of funding and she understood that asking for any kind of increase right now was probably a stretch, but she wanted the opportunity to talk about what the Commerce and their economic development program did for the County. Ms. Green stated that historically looking back they have not asked for much of an increase, the increases have been minimal. Ms. Green stated that in light of what the Commerce did in response to COVID to help the county in regards to relaying information passed down from the State to the community, they did not lay off any employees. They all worked overtime and still made significant investments to the overall economic development to the county. Ms. Green stated that they hired an additional staff member to help with economic development. Ms. Green stated that they made investments into their website, investments into an online portal to attract businesses into the county, of which they were covering the full cost of, and other programs that she was involved in to try to attract businesses to come into the county. Ms. Green stated that they made significant investments in economic development despite what was happening. Ms. Green stated if ever there was a time to invest in economic development, now was the time.

Ms. Green stated that even with COVID they were seeing a lot of changes happening because of the low infection rate in the Southern Tier. Ms. Green stated that they were seeing a large number of businesses wanting to move here and they would do what they needed to do help promote the county.

Ms. Green stated that it would be great if they could get a little bit more for investments but she understood the constraints that the County was under. Ms. Green stated that if they were waiting for a rainy day, the time was now. Economic development was crucial and whatever boost they could get from the County to support those initiatives would be greatly appreciated.

Ms. Green stated that they did not receive a payroll protection payment. Ms. Green stated that they were approved for a SBA loan, however they were hoping not to need it because it was a loan which meant that they would have a 30 year debt.

Mr. Khoury stated earlier in the year Ms. Green received a notification from Chairman Wilcox indicating that most, if not all contract agencies would have to expect at least a 10%, if not 20%, cut in revenue from the County due to State budget cuts and a loss in revenue as a result of the shutdown from the pandemic. Mr. Khoury stated he wondered how Ms. Green could come in and ask for a \$25,000 increase if she knew the realities of the situation. Mr. Khoury stated that he knew that spending tax dollars could also be viewed as an investment but in this case, under a pandemic it had to be reclassified as spending. Ms. Green stated that they needed to take the tourism money out of the increase that they were asking for because that funding was coming

out of the occupancy tax and the funds from the occupancy tax was supposed to go towards tourism. Ms. Green stated that whatever they thought they would be getting in the future under the occupancy tax was what they told the public they would be using it for. Ms. Green stated that she understood that the increase might seem big but when they were talking about the increases they were asking for they needed to not talk about the tourism money. Ms. Green stated that she did not know how they would say that they instituted an occupancy tax but they would not be putting it towards the tourism program. Ms. Green stated that it needed to go towards tourism.

Ms. Green stated that in terms of the other items, she understood that they were told to take a look at it. Ms. Green stated that in terms of their programs as a whole and what they were doing for the County was huge, she didn't come in expecting to get an increase but she was really hoping that the committee would understand what they did for the county.

Mr. Khoury stated that everyone played to their part and he understood why Ms. Green said what she did, but having an occupancy tax was one thing, but having an occupancy tax revenue was another thing. Mr. Khoury stated that when faced with a pandemic he was not sure how cheery or optimistic those numbers were. Mr. Khoury stated that they haven't collected anything yet, the first payment was due on October 1st, but they haven't even seen what happened during the conditions with the pandemic. Mr. Khoury stated that there was a difference between having a tax and collecting revenue from it.

Mr. Flanagan stated that he was trying to understand why the anticipated revenue from the occupancy tax should be excluded. Mr. Flanagan stated that his understanding from the occupancy tax was that the money was fungible. If he lent Mr. Brown \$20 and Mr. Brown lent Mr. Cammarata \$20 and Mr. Cammarata spent \$20, whose \$20 did he spend? Mr. Flanagan stated that the \$60,000 given to the Chamber by the Treasurer, from his understanding, was kind of like the lottery going towards education. Mr. Flanagan stated that they gave them the lottery money and took away other money. Mr. Flanagan stated that it was his expectation that this would be funding tourism, the \$45,000 would not be coming from the taxpayers they were going to take a different kind of tax revenue to fund it. Mr. Flanagan stated that perhaps the argument should be stated differently. To say okay, they were asked to come in with a 10% cut and they still came in with the same amount for tourism of \$45,900, the County could probably afford it because of the anticipated revenue of \$60,000. Mr. Flanagan stated that was his view of the occupancy tax for tourism. Mr. Flanagan stated that he hoped that they funded it and used it for tourism.

Mr. Flanagan stated that he did not know why Ms. Green had increases all across the board. Mr. Flanagan stated that he was not being critical of Ms. Green's operations, it was in consideration of the situation that they were in. Mr. Flanagan stated that if they asked for contract agencies to consider a 10% cut, he read this budget as a \$25,000 increase.

Following further discussion on the budget request, Mr. Flanagan made a motion, seconded by Mr. Brown, to amend the 2021 Tentative Budget based on a 10% decrease in all of the figures based on the approved 2020 budget and to move the amended budget to the Finance Committee. Carried.

Referral to Finance

Discussion: Mr. Flanagan stated that if the occupancy tax revenue was more they could increase the budget based upon the revenue received. Ms. Green stated that she understood the cut that everyone was asked to undergo and had a follow up question. Ms. Green stated that if they received funding under the CARES Act or if the occupancy tax was more than anticipated, could she come back and ask that more money be added to the line items in her budget. Mr. Khoury stated absolutely, there may be a compelling case to ask for more. Ms. Green stated that she was new to this process and wasn't sure if she could, but if that was the process she was okay with the cuts.

Shane Butler, Director, Planning & Development
2021 Tentative Budget 168 – Planning:

Mr. Butler stated that he revised some of the budget lines as compared to previous years because he wanted to emphasize where the money was going to make the budget clearer.

Mr. Butler stated that they have added a line called lease contracts to cover the copier fees and GIS subscriptions and all of the consistent month to month items that they have expenses for.

Mr. Butler stated that another line added was for the transportation program due to the RFP they had with the Rural Health Network.

Mr. Butler stated that as they could see from this year's budget they were well behind in revenue. Mr. Butler stated that the revenue was heavily based on the fact that they would be marketing events and because of everything that was happening this year they haven't been able to get out to spend the time marketing event, which they would be able to be reimbursed for. Mr. Butler stated they have the contract for next year but he did not know if they would be able to get reimbursed for all \$20,000 for that program. Mr. Butler stated that he was uncomfortable with the amount that he put in the budget.

Mr. Butler stated that the decrease in the budget was due to decreasing staffing in his department. Mr. Butler stated that they were going down from three full time staff to one fulltime staff member and one part time member. Mr. Butler stated that overall the budget reflected a 14.9% decrease. Mr. Khoury asked if they would be using all of the part time staff request that was budgeted. Mr. Butler stated that he was assuming that he would be, which was why he budgeted that amount. Mr. Butler stated that if they got into a situation where they needed to increase that back up to fulltime, it would have to be due to some other circumstances.

Mr. Khoury stated that the workforce liaison contract was for Walking Ridge. Mr. Butler stated yes. Mr. Khoury asked Mr. Butler if he was working closely with that individual. Mr. Butler stated yes, he met with him yesterday.

Mr. Butler stated that they were pretty bare boned as it was and he would not want to make any further cuts. Mr. Khoury stated that there was a reduction of \$24,044 and would say that it was well done.

Mr. Flanagan stated some of the circumstances looked like they were somewhat temporary. Mr. Butler stated that he did not know. Mr. Flanagan stated that going forward, if they went with the institutional knowledge that he reduced something it would be expected to maintain that reduction. If they went in with a reduction that was in line with 10% what would that look like. Mr. Butler stated \$19,543. Mr. Flanagan stated if it was not spent it would still go back to the general fund.

Mr. Flanagan stated money unspent here was not like money that disappeared. Mr. Khoury stated granted it would go back into the general fund and be a part of the fund balance.

Mr. Butler stated that if they wanted to, he could reduce the expected revenue under the #A2373 line by an amount that equaled out to the percent decrease that they were looking for. Mr. Flanagan stated that they were asking departments for zero. Mr. Butler stated correct, so if they wanted to they could reduce that. Mr. Flanagan stated it was not realistic because, once again, they were not taking benefits into consideration.

Mr. Flanagan stated that Planning was very important and more effective than it used to be in his opinion and next year if they wanted a zero percent increase on something that was cut by 14% this year. Mr. Khoury asked Mr. Flanagan what his point was. Mr. Flanagan stated that the point he was trying to make was that Planning was important, it was nice that there was a reduction in the budget due to certain circumstances but he wanted to know if there was some way to consider going forward to ensure that there would not be further cuts to the

budget. Mr. Flanagan stated that he could guarantee that almost all of the contract agencies that came in here today would be asked to come in with a zero increase for next year after being cut this year. Mr. Khoury stated that he believed that under the current circumstances with the pandemic everything was situational and they would definitely be affected by the environment. Mr. Khoury stated as the pandemic passed, people would have to be able to convince the committee that the money was worth spending and taking it out of the tax payers' wallet to spend it. Mr. Khoury stated that he was not sure what Mr. Flanagan was getting at, was he saying that they were cutting too much from the budget and was this revenue confident. Mr. Flanagan stated that he was confident that Mr. Butler was able to save them \$29,000 this year, but were they going to ask him again next year to make cuts. Mr. Flanagan stated he guessed it was a moot question and his sense of what would happen was they did not have to worry about it now, worry about it next year. Mr. Khoury stated wasn't that one of the reasons why they had the actuals spent for the current year, to see where it was tracking and if they did not have enough they asked them to come back and ask for more. Mr. Khoury stated wasn't that what they told everyone so they weren't left high and dry.

Mr. Butler stated that last year he had a lower revenue amount and the Finance Committee raised it to create a zero balance and now they were in a situation where he was well under that revenue. Mr. Flanagan asked if he was under the raised revenue or under the revenue based off of the Finance Committee's idea or both. Mr. Butler stated that he was under, but probably close to what he budgeted for. Mr. Flanagan stated that they should probably listen to Mr. Butler. Mr. Khoury asked Mr. Butler if what he was saying was that his revenue lines were not realistic based on that. Mr. Butler stated that he never liked to count his chickens before they hatched and because this was based on reimbursable expenses under the RFP, he never knew what was going to happen. He would rather budget low based on their ability to work.

Mr. Khoury asked if Mr. Butler was comfortable with the revenue lines that were listed. Mr. Butler stated that if he had a crystal ball sure, but he did not know for sure what next year looked like, but if COVID wasn't an issue and they were able to hold events, he was comfortable with the revenue.

Mr. Cammarata stated that if they were looking at a 10% reduction and if they left it as it was to go to the Finance Committee he did not think they should take more than what Mr. Butler was planning on out of it.

Mr. Khoury stated that he felt that this budget was adequate and it was based upon the recommendation of the Treasurer's Office.

Mr. Flanagan stated that the local share was down \$29,000 and that was not based on local property tax share. Mr. Butler stated that the \$29,000 was a reduction to the amount that his department would need to collect from the local tax payers. Mr. Butler stated it was partially being offset by multiple revenue streams that he was bringing in from other entities.

Mr. Khoury stated that it was a good budget and if other departments came in with a cut like this, the County would be in good shape.

Mr. Flanagan made a motion, seconded by Mr. Lawrence, to refer the 2021 Tentative Budget 168 - Planning to the Finance Committee as presented. Carried.

Referral to Finance Committee

YEAR END RESOLUTIONS:

Designating Commerce Chenango as the Authorized Agency and the Official Tourism Promotion Agent for the County of Chenango and to Prepare Applications and Receive Grants Under the New York State Tourism Promotion Act:

Mr. Flanagan made a motion, seconded by Mr. Cammarata, to refer to the next BOS meeting in order to adopt a resolution authorizing Commerce Chenango as the authorized agency and official tourism promotion agent for the County and to prepare application and receive grant funds under the NYS Tourism Promotion Act. Carried.
Resolution to Follow

Other

Executive Session:

At 12:09 p.m. Mr. Flanagan made a motion, seconded by Mr. Cammarata, to enter into an executive session to discuss personnel related issues. Carried.

Mr. Lawrence excused himself from the meeting at 12:15 p.m.

At 12:29 p.m. Mr. Flanagan made a motion, seconded by Mr. Brown to adjourn the executive session.

Adjournment:

Mr. Cammarata made a motion, seconded by Mr. Brown, to adjourn the meeting. Carried.

Mr. Khoury adjourned the meeting at 12:29 p.m.

slh

**Planning and Economic Development Committee Meeting
Chenango County Office Building – Committee Room
Thursday, October 15, 2020 – 10:00 am**

Present Were: Chairman Michael R. Khoury, Supervisor Peter C. Flanagan, Supervisor James J. McNeil, Supervisor John Lawrence, Supervisor Timothy Brown, Supervisor John J. Cammarata, Airport Administrator Don MacIntosh and Planning Director Shane Butler.

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

**Don MacIntosh, Airport Administrator
Updates:**

Mr. MacIntosh stated that everything was going well at the Airport, there was an increase in fuel sales and all of the T-hangar rent was current.

Mr. MacIntosh stated that if you looked at that balance sheet they were about \$12,500 in the red for revenue matching. Mr. MacIntosh stated their income was good compared to other years where they have been \$25,000 to \$30,000 in the red this time of the year. Mr. MacIntosh stated that meant the \$25,000 that was due from the trust fund interest was greater than the amount they were running in the red, which meant they were putting money back into the trust fund interest balance. Mr. MacIntosh stated that should be encouraging for them.

Mr. Flanagan stated that he wanted to make a note of the fact that the money went back into the interest account and not the trust fund balance. Mr. Flanagan stated the interest funds were unrestricted and the County could spend that money any way they wanted to. Mr. Khoury stated it was noted.

Mr. MacIntosh stated that Weights & Measures was moved to a different hangar and thanks to the Highway Department they were able to get rid of all of the old tires.

Mr. MacIntosh stated that they have half a hangar open that Doug Marchant wanted to rent for \$80 per month. Mr. MacIntosh stated that the regular rate for that sized space was \$112.50 per month. Mr. MacIntosh stated that he was recommending to keep it at \$112.50 because he did not want to set a precedent for others asking for a cheaper rate. Following a discussion, the Committee directed Mr. MacIntosh to let Mr. Marchant know that they were recommending to rent the space to him for \$112.50 per month and to report back to Committee next month if Mr. Marchant was agreeable to that amount.

Mr. MacIntosh stated Plane Leather's business seemed to be picking up and he was glad to see that happen for them.

Mr. MacIntosh stated that they had a full load of jet fuel and 4,000 gallons of aviation gas and they were watching the price of fuel to order an additional 4,000 gallons of fuel.

Mr. Lawrence asked what the current price of fuel was at the Airport and how he determined the amount.

Mr. MacIntosh stated that it was \$4.25 a gallon, which was less than Sidney Airport. Mr. MacIntosh stated he was directed by the Committee to set the price of fuel \$0.50 cheaper than the fuel was for the surrounding airports within a 50 mile radius of the Airport. The idea was to keep it lower so that people would want to come to them to purchase fuel over the other airports.

Executive Session: Mr. McNeil made a motion, seconded by Mr. Flanagan, to enter into an executive session to discuss personnel. Carried.

Mr. Flanagan made a motion, seconded by Mr. McNeil, to adjourn the executive session.

Shane Butler, Director, Planning & Development

Riger Contract:

Mr. Butler stated that they had a contract with Rural Health Network for transportation service promotion. Mr. Butler stated the contract was for \$20,000 for this year and they have only claimed about \$4,000 so far because they have not been able to attend the events to market the program to claim their expenses. Mr. Butler stated Rural Health Network has asked them to find a way to spend down the funds by the end of the year.

Mr. Butler stated that they would like to appropriate \$7,000 to enter into a contract with Riger Marketing to help recruit volunteer drivers and to produce fliers, pay for newspaper ads and postage. Mr. Butler stated all of the funding was reimbursable under the contract and there was no local share. Mr. Butler stated it would allow them to work on the project and claim for reimbursement for their time to help collect the remaining \$20,000 in revenue. Mr. Butler stated they were basically spending money in order to make more money back under that contract.

Mr. Khoury asked what the \$7,000 would be used for. Mr. Butler stated it would be used for producing volunteer recruitment cards advertising the need for drivers, mailings for the Get There program letting senior citizens know that the opportunity exists to help provide transportation to appointments, newspaper ads and postage for mailing the recruitment cards and fliers.

Mr. McNeil made a motion, seconded by Mr. Cammarata, to refer to the next BOS meeting, following the County Attorney's approval, to enter into a contract with Riger Marketing for transportation related services. Carried.

Discussion: Mr. Lawrence stated part of that plan was to send letters or brochures to designated areas where senior citizens lived and asked Mr. Butler how that looked. Mr. Butler stated the company bought address listings for those areas so they had an approach for how they sent them out. Mr. Lawrence stated it was Mr. Butler's understanding that they did not drop the items off at a bus stop, they mailed them out. Mr. Butler stated yes, they mailed them to seniors in Chenango County.

Hazard Mitigation Plans:

Mr. Butler stated that he wanted to remind everyone that their hazard mitigation plans were due on October 23, 2020.

Broadband:

Mr. Butler stated there was an informational meeting coming about for broadband services and he sent the link for that meeting out in an email to everyone.

Other:

Mr. McNeil asked how the hiring process for a new employee was going. Mr. Butler stated that twelve people applied for the position and after the Personnel Office screened the applicants, six were eligible for the position.

Mr. Butler stated that he interviewed four people and he was down to two that he would be having a second interview with next week.

Adjournment:

Mr. Flanagan made a motion, seconded by Mr. Brown, to adjourn the meeting. Carried.

Mr. Khoury adjourned the meeting at 11:20 a.m.

slh

**Planning and Economic Development Committee Meeting
Chenango County Office Building – Committee Room
Thursday, November 12, 2020 – 10:00 am**

Present Were: Chairman Michael R. Khoury, Supervisor Peter C. Flanagan, Supervisor James J. McNeil, Supervisor Timothy Brown, Supervisor John J. Cammarata, Treasurer Bill Craine, Deputy Treasurer John Williams, Sr. Planner Rena Doing, Planner Colleen Bradley, Rural Health Network Program Coordinator Katie Blaine and Chairman Lawrence Wilcox.

Present via Teleconference was: Planning Director Shane Butler.

Absent: Supervisor John Lawrence.

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

**Bill Craine, County Treasurer & John Williams, Deputy Treasurer
Lt. Warren E. Eaton Airport Trust Update:**

Mr. Craine stated the County took over the Airport a little more than 30 years ago. Prior to that the airport was privately owned and operated by Warren Eaton and Paul Engard. Mr. Craine stated privately owned airports were not eligible for federal funding and the airport becoming public opened up opportunities for federal grant dollars to help operate the airport.

Mr. Craine stated when the airport was turned over to the County, Warren Eaton personally donated \$500,000 to establish a trust at NBT Bank. Mr. Craine stated the money was not County funds, although the County had use of the funds. Mr. Craine stated the funds were the Eaton Trust and designated to be administered by NBT Bank. Mr. Craine stated the pledge that everyone who was involved in it at the time tried to make was that the County would not use real property tax payer funding to operate the airport. Mr. Craine stated that they have been true to that pledge and they are very happy that they have been able to continue for the last 35 years without having additional public funds used to operate the airport. Mr. Craine stated it really was remarkable as the only county run department that broke even from that standpoint.

Mr. Craine stated there were two pieces of funding, the \$500,000 in the trust and then any income that it spun off. Mr. Craine stated that the bank kept track of the trust and it was required to have \$500,000 in it and not less than that unless current market conditions took it under \$500,000. Mr. Craine stated as of the end of October it was a little under \$500,000 and he guessed with the November market it would be closer to the \$500,000 that was permitted within the guidelines of the trust.

Mr. Craine stated the County was allowed to draw income from the trust, it has to pay 5% a year of the balance which was why they were pretty certain of what the payout was going to be. Mr. Craine stated that it was not dependent on how the trust performed, it was an IRS requirement that the bank on behalf of the trust pay the County 5% a year. Mr. Craine stated it was somewhere between \$20,000 to \$25,000.

Mr. Craine stated the funds accumulated and the \$500,000 generated quite a bit of money to the airport's operating account. Mr. Craine stated in 2007 or 2008 before they had twin wind downturns, there was an economic downturn and they lost the fixed based operator at the airport, they all of a sudden had to dissipate some of that money that had been built up over the years. Mr. Craine stated that they augmented that twice, they

took some money from the trust when it was over \$500,000 and the Board approved using \$60,000 from the Tobacco Settlement funds.

Mr. Craine stated that they were proud of the fact that when he began his tenure as the County Treasurer if they could see their way to 2004 or 2015 without having to face the question of using real property tax funding to run the airport, they should consider themselves lucky. Mr. Craine stated every year they have been able to buy a little more time, Mr. Butler and his department were able to get some CARES Act funds this year. Mr. Craine stated that they were in a position now where they could probably operate the airport until 2022 or 2023 and have to look at that difficult decision again, maybe they won't because the markets would be better.

Mr. Craine stated they have been buoyed by the fact that their local operating expense, after they received hangar rents, land rents and money from the trust, they have been able to take local operating costs down from \$50,000 to about \$15,000 per year. Mr. Craine stated that has really helped them significantly. Mr. Craine stated they haven't quite broken even but they have been remarkably close. Mr. Craine stated the Committee has been quite helpful by adjusting hangar rents and charging for fuel at market rates.

Mr. Craine stated as properties got older they required work to maintain them and in his tenure they have had to repave the runway and apron, complete significant lighting projects and remove some overgrown trees that surrounded the airport.

Mr. Craine stated as he looked around the room and thought about the great work Warren Eaton and Paul Engard did for the county, he believed that Warren Eaton would be pleased to see Supervisors from North Norwich and the City of Norwich on the committee and Paul Engard would be pleased to see the Smithville Supervisor on the committee and helping to perpetuate the airport. Mr. Craine stated that Warren Eaton and Paul Engard were very dedicated to having the airport as a facility in Norwich that was for the betterment of the economy of Norwich and Mr. Craine believed that the County has largely succeeded.

Mr. Craine stated that Mr. Williams would take them through the 2020 airport financial projections.

Mr. Williams stated they started the year with roughly \$170,000. Mr. Williams stated the trust distribution into the account has been just shy of \$20,000. Mr. Williams stated miscellaneous income from interest was \$543, which would grow a little bit more before the end of the year. Mr. Williams stated they spiked up the income with the \$30,000 from the CARES Act. Mr. Williams stated they were costing the trust about \$15,000 a year to operate the airport. Mr. Craine stated they brought in the \$15,000 to bring the accounts to zero as far as revenue and expenses. Mr. Williams stated that they estimated ending the year at about \$204,000. Mr. Williams stated they had some accruals of \$90. Mr. Williams stated they would get an additional trust distribution of about \$4,500 before the end of the year. Mr. Williams stated they had some projects that they had to commit to that came out of the trust for the local share, \$65,000 for the runway and \$15,000 for tree removal. Mr. Williams stated they estimated closing out the year at \$20,000 for operating costs. Mr. Williams stated that they were going to be around \$109,000 at the end of the year in the money market account.

Mr. Williams stated that there could be some more federal government stimulus money coming next year and depending on how the tree removal project went there could be additional funding there.

Mr. Williams stated that at the end of October the trust balance was \$470,000 and he would update the report at the year went on. Mr. Williams stated they could give them a better number in January or February once the final numbers came in.

Mr. Flanagan asked if they had any idea how much money they have made from the trust. Mr. Craine stated roughly between \$1 million and \$1.5 million over the years.

Mr. Craine stated that they had to do projects at the airport, and they received 90% aid between the state and federal government, but it was a drain on the money. Mr. Craine stated they had the runway project that was \$1.4 million so there was \$140,000 from the trust for the local share. Mr. Craine stated that they had to very carefully manage those projects because otherwise they would be flirting with invading the \$500,000. Mr. Craine stated they were allowed to do but it would take BOS approval for bona fide airport uses.

Mr. McNeil asked for a review of how they came upon the \$30,000 under the CARES Act. Mr. Craine stated that was an award that was given to smaller airports that did not have commercial facilities like the County's. Mr. Craine stated it was part of the CARES Act and all the County had to do was show that the airport spent that amount of money. They used fuel purchases and salaries.

Mr. McNeil stated that \$60,000 from tobacco settlement funding was moved over to the airport operating funds and he was not in favor of that.

Mr. McNeil stated that he believed that they were heading in the right direction and getting closer to zero net cost for operations.

Mr. Khoury stated that they were looking forward to working with the County Planning Department and Walking Ridge Consultant, Steve Palmatier and their objective and focus for 2021 was to bring in a fixed based operator. Mr. Craine stated that was great and it has been really remarkable to be able to operate for the last 15 years without a fixed base operator and have funds left.

Shane Butler, Planning Director

Introduction of Planner:

Mr. Butler introduced Colleen Bradley as the newly hired Planner in his department. Mr. Butler stated that Ms. Bradley has been doing a great job.

Renewal of Rural Transportation to Employment Program:

Mr. Butler stated at the end of 2019 they approved \$13,330 for the transportation to employment program for one year of services with the stipulation that the committee could approve a second year based on their performance.

Mr. Butler stated that Ms. Blaine would provide an update to the committee on what they have done so far this year and hopefully have an appropriation for continuance of their work of another \$13,330 for next year.

Ms. Blaine provided the committee with an overview of the Getthere Employee Delivery Service program, providing short-term transportation assistance to and from work while developing a sustainable transportation plan that allows participants to maintain their job on a long term basis.

Ms. Blaine stated the heart of the program was to provide a transportation sustainable strategy, whereby individuals were able to afford their own transportation to and from work. Ms. Blaine stated the purpose of the program was to remove transportation as a barrier for employment. The program provides up to, and in certain circumstances more than, 90 days of transportation services for individuals to and from work. The goal within the 90 days is to provide them with an opportunity to develop a sustainable plan for transportation to and from work, enabling them to maintain long-term employment.

Transportation services include public transportation, carpooling and individual vehicles through the use of bus tokens and fuel cards.

In Chenango County from January to September there were 17 referrals made to the program and the program provided transportation for services for 10 people. Out of the 10 participants, 6 individuals were able to achieve the goal of 90 days of employment and develop a sustainable transportation strategy, 2 by personal transportation, 3 by carpooling and one individual moved closer to their place of employment and can now walk to work.

The committee and Ms. Blaine talked about promoting the program for local employers such as Walmart, Tops, Price Chopper and Lowes in addition to the already participating manufacturing employers in the county.

The committee asked Ms. Blaine to continue to provide the committee with program data so that they could track the program's success.

Mr. Butler stated that a resolution was needed in order to continue participation in the transportation services program.

Mr. McNeil made a motion, seconded by Mr. Cammarata, to refer to the next BOS meeting in order to authorize the continuation of transportation services in 2021 with Rural Health Network in the amount of \$13,300.

Carried.

Resolution to Follow

Lisa Kerr, Personnel Officer

Refill of County Historian Position:

Mr. Khoury requested to enter into an executive session to go over job applicants for the Historian position and to discuss personnel related matters for the airport.

Executive Session:

At 10:56 a.m. Mr. Flanagan made a motion, seconded by Mr. McNeil, to call for an executive session to discuss personnel related matters as it pertained to refilling the Historian position. Carried.

At 11:48 a.m. Mr. Flanagan made the motion, seconded by Mr. McNeil, to adjourn the executive session. Carried.

Mr. Flanagan made a motion, seconded by Mr. Cammarata, to refer to the Personnel Committee in order to investigate the possibility of modifying the job description for the Airport Administrator to split the duties up between the Planning Department and the Department of Public Works. Carried.

Referral to Personnel

Other:

Mr. Cammarata asked if Mr. Palmatier would be attending a future committee meeting in order to provide them with an update. Mr. Khoury stated that Mr. Palmatier sent emails to him and RC Woodford and attended the IDA meetings, where he is able to speak to him. Mr. Khoury stated Mr. Palmatier's strategies for the upcoming year were to sell the old Chentronic's building at the airport or get it rented and focus on finding a full time fixed base operator for the airport. Mr. Khoury stated those two items should be Mr. Palmatier's main focus and mission for next year.

Mr. Cammarata stated that he would also like to continue to focus on the hotel project.

Adjournment:

Mr. Khoury adjourned the meeting at 11:51 a.m.

slh