



Central New York Regional Planning & Development Board
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Paul Vickery, Chairman David V. Bottar, Executive Director

MINUTES
CNY RPDB Board Meeting
18 February 2004

ATTENDANCE

Board Members: Lawrence Baker, David Elleman, Theodore Jerrett, John Kruk, Mary Ann Messinger, William Meyer, John Ozolins, Royden Parratt, Ann Petrus, Louis Pettinelli, Clarence Rycraft, Kimberly Seager, Joseph Slivinski, William Southern, Bruce Trexler, and Stephen Zabriskie.

Guests: Sarah Albino, Office of U.S. Senator Hillary Clinton; Jeff Hinman, CDM; Charlotte Holstein, FOCUS Greater Syracuse; Donna Malinowski, Office of U.S. Senator Charles Schumer; Susan McSweeney, Office of NYS Assemblyman William Magnarelli; David Miller, Cayuga County Planning Board, Matt Snyder, Office of NYS Assemblyman William Magnarelli; Rose Tivnan, Office of U.S. Senator Charles Schumer.

Staff: Kathleen Bertuch, David Bottar, Carol Faucher, Stephanie Harrington, Kristy LaManche, Benjamin Manton, Lisa Meaney, Karen Novak, Pamela O'Malley, and Wayne Westervelt.

BUSINESS MEETING

1. **CALL TO ORDER**

In the absence of Chairman Paul Vickery, Vice-Chair Ann Petrus called the February Board Meeting to order at 12:20 p.m. at the CNY Regional Planning & Development Board conference room.

2. **WELCOME NEW BOARD MEMBERS**

Vice-Chair Ann Petrus announced to the Board new members representing Oswego and Onondaga Counties. The new appointments include the Honorable Russ Johnson, Chairman of the Oswego County Legislative, and the Honorable William Meyer, Onondaga County Legislator. On behalf of Russ Johnson, Board Member Theodore Jerrett stated that Mr. Johnson was unable to attend today's meeting and acknowledged his new appointment. Mr. Meyer stated that he is Chairman of the Onondaga County Legislature's Facilities Committee, and welcomed the opportunity to serve on the CNY RPDB.

3. **APPROVAL OF DAY'S AGENDA/MINUTES FROM ANNUAL MEETING**

Vice-Chair Ann Petrus asked if board members had any changes to the day's agenda and minutes from the 2003 Annual Meeting. Hearing none, Vice-Chair Ann Petrus asked for a motion to accept the day's agenda and minutes from the 10 December 2003 Annual Meeting as presented; so moved by Mr. David Elleman; seconded by Mr. Louis Pettinelli, unanimous approval.

4. **CNY RPDB 2003 ACCOMPLISHMENTS AND 2004 COURSE OF DIRECTION**

Staff members from the three major CNY RPDB programs presented an overview of the Board's progress in 2003 and planned activities for 2004.

Land Use and Transportation

Program Manager Benjamin Manton highlighted three major ongoing projects, consisting of work completed in 2003 and efforts to be undertaken in 2004.

Finger Lakes Agriculture and Open Space Land Project (Cayuga County)

The Finger Lakes Agriculture and Open Space Land Project was developed at the request of Congressman James Walsh over concerns regarding urban sprawl in the Finger Lakes region, which is impacting farming activity. The project involves assessing the changing development patterns over time by identifying areas of growth pressure and assessing local land use regulations. This project is being undertaken in cooperation with the Institute for the Application of Geospatial Technology and the Cayuga County Planning Department. Using Geographic Information System (GIS) information, staff will be able to portray long-term growth scenarios and will also use computer generated virtual flyover imagery to help communities visualize how alternative growth scenarios would actually look like. Staff is using the Owasco Lake watershed as a prototype for testing the methodology and will begin working with the Towns of Fleming and Scipio before fully implementing the process in larger areas. This information will be presented to local municipalities and is expected to generate discussions among residents. The CNY RPDB will work with municipalities to institute remedial steps local governments are prepared to take.

State Route 12B/46 Arterial Access Management Project (Madison County)

This project was selected by the Federal Highway Administration as one of 30 pilot projects nationwide. The CNY RPDB secured funding for the State Route 12B/46 Arterial Access Management Project in Madison County. The project is examining innovative approaches for managing growth and maintaining traffic mobility more effectively. Staff has reviewed local land development guidelines and regulations and has assessed traffic conditions and accidents. State Route 12B/46 was designed as an arterial highway, which allows for high volumes of traffic at fairly high speeds. This highway serves a dual functioning role as a local street that provides driveway access to individual properties. As a result, there are growing delays and accidents due to increased turning movements to and from the arterial. Land development has also increased in this area. The Board's assessment of the municipalities' ability to guide new growth is that collectively the Towns of Eaton and

Madison, and the Village of Hamilton are in a better position to react to change than to lead change. Several tools and strategies have been developed to create better linkages between land use and transportation planning. Such strategies include reducing the number of access points to the arterial, improving road design and connectivity, improving traffic controls, and protecting agricultural and open land.

Pine Woods Intersection Project – Routes 20/46 (Madison County)

As a result of work being undertaken on the Route 12B/46 project, the NYS Department of Transportation has requested that the CNY RPDB also identify possible changes to improve the safety at this intersection. Working in cooperation with the Madison County and the NYS Department of Transportation, three alternatives have been identified to improve this intersection.

Both the Pine Woods intersection and 12B/46 arterial projects are being undertaken simultaneously. A variety of public involvement and outreach efforts have been developed, including a Community Advisory Committee and a project website.

In conclusion, Mr. Manton thanked fellow staff members Kristy LaManche and Lisa Meaney for their contributions to these projects.

Economic Development

The Board's Director of Economic Development David Bottar reported on the progress of the Economic Development program. Mr. Bottar stated that the program is focused on four major program areas including: project development; business assistance and finance; regional marketing and business recruitment; and research, planning, and administration to support economic growth in our region.

Project Development

This project area involves efforts to help plan and secure funding for key public improvements and private sector initiatives that will support job creation in our region. Efforts in this area have focused on five key projects:

- Oswego County/Town of Scriba Sewer System - Working in conjunction with Operation Oswego County, Inc. and the Town of Scriba, the CNY RPDB secured a \$950,000 grant from the federal Economic Development Administration (EDA). A major public sewer line was constructed to the Independence Industrial Park in the Town of Scriba to allow additional industrial development in the area. This project was completed in September 2003.
- Syracuse Technology Garden – The City of Syracuse and the Greater Syracuse Chamber of Commerce are planning to develop a business incubator facility in the City's central business district. This project consists of the conversion of a vacant 30,000 square foot building into a multi-tenant facility. The business center will be marketed primarily to start-up companies in the technology field. A groundbreaking ceremony was held on January 26, 2004.

- Syracuse Lakefront/Solar Street Improvements – The CNY RPDB assisted the City of Syracuse in securing a \$1 million grant from the federal Economic Development Administration for infrastructure improvements along Solar Street in the Franklin Square area of Syracuse. The City of Syracuse has secured the balance of the financing needed for this project. Construction is expected to begin in 2004.

Mr. Bottar stated that it is important to note the success we have had in recent years in working on projects and targeting federal and state funds on key development projects in the region. These accomplishments include:

- Provision of a major water transmission line to serve the Weedsport area and exit 40 of the NYS Thruway
- Public sewer service for the Trush Industrial Park
- Canastota Business Park
- Storm water improvements in Fulton
- OCC Applied Technology Center
- CNY Regional Marketing
- Redevelopment of the former Allied site in the Village of Solvay.

CNY Enterprise Development Fund

The CNY Enterprise Development Fund consists of two loan funds namely the COMCO Development Corporation and the CNY Enterprise Development Corporation. For over 14 years, the CNY Enterprise Development Fund has issued loans to 85 companies valued at \$4.5 million. The program is utilized by the CNY RPDB to make loans to small businesses that offer the potential to generate new wealth and employment opportunities in our region. Most noteworthy in 2003 was a \$100,000 working capital loan to Empire Fresh Cuts in Oswego County. This company will now be able to produce and market a full line of fresh processed onion products.

Mr. Bottar acknowledged fellow staff members Carol Faucher and Karen Novak for their assistance in this program.

Regional Marketing and Business Recruitment

Mr. Bottar stated that regional marketing is a natural role for the CNY RPDB. Efforts will continue in 2004 to maintain contact with various site location consultants located around the country. In addition, Mr. Bottar continues to work closely with local development staff in the five-county region to assist them in their response to various prospect inquiries throughout the year.

A challenge in 2004 will be to find the financial resources needed to carryout a comprehensive marketing program which will include:

- Management of a regional marketing website
- Direct marketing
- Site consultant tours
- Participation at trade association meetings

Research, Planning and Administration

- Telecommunications Study – The CNY RPDB has completed its work with ECC Technologies on the CNY Telecommunications Study. The purpose of this study was to complete an inventory of the telecommunications infrastructure in Central New York to help identify what is in place and what is needed for the future.
- Continued commitment to the update of the CNY Comprehensive Economic Development Strategy (CNY CEDS), which identifies key projects that need to be undertaken in the region to support economic development.
- DestiNY USA – The CNY RPDB will continue to analyze the regional opportunities relating to the DestiNY USA expansion.

Mr. Bottar outlined additional tasks to be completed in 2004. Efforts are underway to secure funding for a study of the higher education and labor force resources in CNY. Another project we hope to undertake in 2004 will be the preparation of detailed profiles of 25 prime development sites in CNY. This database is critically needed by local economic development staff in CNY.

In closing, Mr. Bottar stated that the biggest challenge in 2004 will be the preparation of an application to EDA to secure funds that will be utilized by the CNY community to respond to the loss of jobs at Carrier Corporation and other large manufacturers in the region. U.S. Congressman James Walsh has asked the CNY RPDB to take the lead role, working in cooperation with the Metropolitan Development Association, in preparing the application to the federal Economic Development Administration and administering the grant funds that are expected to be made available later this year.

Environmental/Water Resources Management

Program Manager Pamela O'Malley stated that this program involves blending and addressing state and local priorities through efforts that can best be coordinated at the regional level. Regional program development is a key area of the CNY RPDB's work, as it strives to identify regional water quality needs and the funding to conduct regional efforts. The program is categorized into three components: Lake and Watershed Planning; Regional Water Resources Assistance; and Statewide Water Quality Coordination.

Lake and Watershed Planning

- Oneida Lake and Watershed Management Plan – This is a multi-year effort that began in 2001 and is scheduled for completion in September 2004. The CNY RPDB's primary role includes: project coordination, data collection and mapping, education / outreach / communication, water quality monitoring, and participation on task force committees. The project spans over six counties and 69 municipalities. This past year saw the continuation of the Oneida Lake Watershed Advisory Council Board of Directors. This group represents county, municipal, and other local

stakeholders throughout the watershed and provides local oversight and input into the development of the watershed plan, helping to ensure that the plan is locally driven.

The past year also saw the development of eight working groups (flooding & water level management, erosion & sedimentation, onsite septic systems, road deicing and salt storage, fisheries, exotic species, cormorants, and boating) to help develop recommendations for the management plan to address the main issues identified in the State of the Lake and Watershed Report.

A number of education, outreach and public participation activities continue to support the planning effort including developing and maintaining a website, and the “Know Your Lake Series” workshops, which provide public education opportunities around the watershed.

Water quality monitoring continues to be a key activity with the current phase focusing on tracking down sources of sediment problems in Oneida Creek. Various county agencies have agreed to provide critical sample collection assistance at several locations throughout the watershed to help identify priority water quality problem areas. Staff will continue to gather available GIS information throughout the watershed and to assist in the preparation of maps for reports and various presentations.

- Onondaga Lake Environmental Benefit Project – Ms. O’Malley stated that this project is another example of where the CNY RPDB is serving the important function of facilitating a project between our county and state partners. The CNY RPDB serves as project manager on a demonstration project aimed at reducing nonpoint source pollutants in the Onondaga Lake Watershed. Water quality monitoring of alternative remedial measures on three farms in the watershed was completed in 2003. Staff is participating on an Advisory Committee formed by the U.S. Army Corps of Engineers to develop a work scope for the preparation of an Onondaga Lake Management Plan (OLMP). Future 2004 opportunities may include hosting and maintaining a website, assisting the Corps of Engineers with preparing portions of the OLMP, and conducting a separate stakeholder visioning project.

Regional Water Resources Assistance

Ms. O’Malley described the Regional Water Resources Assistance Program (also known as the “Baseline” program) as funding received from the New York State Department of Environmental Conservation (DEC) to support general water quality activities of the region and DEC. Emphasis of the program has focused on regional support pertaining to the SPDES Phase II stormwater regulations.

- SPDES Phase II Stormwater Permits – The DEC is looking to the regional planning boards across New York State to help regulated entities comply with the new regulations. These regulations, set forth by the federal government under the Clean

Water Act, affect municipal septic storm sewer systems in urban areas (called MS4s). An MS4 is a publicly owned conveyance or system of conveyances collecting, carrying and discharging stormwater to waters in the U.S. There are six minimum control measures that must be met within a five-year timeframe which began in March 2003. CNY RPDB assistance to MS4s includes regional public education, outreach, and involvement activities throughout the Syracuse Urban Area. Staff has developed a website and reference materials to assist municipalities. The CNY RPDB is also providing research assistance and organizing training programs for municipal employees to meet pollution prevention permit requirements.

- Water Chestnut Control Assistance – Water chestnut is a rapidly spreading nuisance aquatic weed that cause a number of problems, including restriction of recreational use and habitat depletion. Ms. O'Malley stated that staff documented the extent of the problem, researched the various control activities being undertaken in the region, and coordinated the permit application process for chemical treatment. Chemical treatments to control water chestnut occurred in June 2003 on Ox Creek (Oswego County) and Oneida Lake. Results of the chemical treatments have been positive and chemical treatments will be considered in future years to be used along with mechanical harvesting and hand pulling.

Statewide Coordination Program

Nine of the ten regional councils across New York State makes up the New York State Association of Regional Councils (NYSARC) Water Resources Management Program (WRMP). The Board serves as the Statewide Coordinator and acts as the liaison between the NYSARC and the DEC. The CNY RPDB also markets and promotes the water resources services NYSARC can offer by maintaining a website and producing various other publications to ensure ongoing funding for WRMP activities. Funding is provided by the DEC.

5. **TREASURER'S REPORT**

Board Treasurer David Elleman presented a draft of the December 2003 financial statement, noting the year to date balance of \$4,485.68 and stated that the financial statement has not been audited. The 2003 audit is scheduled for completion in May 2004. After hearing no questions, Vice-Chair Petrus asked for a motion to accept the December 2003 financial statement. So moved Mr. Elleman; seconded by Ms. Messinger; unanimous approval.

6. **EXECUTIVE DIRECTOR'S REPORT**

Acting Executive Director Mr. Benjamin Manton recapped the program structure of the CNY RPDB, noting the Regional Information Services program, which provides local government and private sector access to information necessary for marketing studies, school

enrollment projections, grant requests, and research and development projects.

Mr. Manton presented the 2003 Annual Report to Board Members and invited guests. Mr. Manton stated that 2004 will be a year of change. Departing Executive Director Gary Hayes has left behind an excellent staff, all of which are present at today's meeting.

The next Board meeting has been scheduled for 21 April 2004 to be held at a member county location.

7. **OLD/NEW BUSINESS**

Vice-Chair Ann Petrus also acknowledged and thanked all the staff members. Ms. Petrus asked Executive Director Search Committee Chair Mary Ann Messenger to update members on the status of the Executive Director search. The Search Committee is comprised of members from the current Executive Committee as well as three past Chairpersons of the Board. Ms. Messenger stated that approximately 50 resumes have been received for this position and that three candidates will be interviewed within the next two weeks. Ms. Messenger noted that the members are committed to selecting the best possible candidate for the position.

Ms. Petrus noted that Chairman Paul Vickery and Communications Manager Wayne Westervelt will be reviewing board / committee appointments within the couple of weeks.

8. **ADJOURNMENT**

With no additional business to be brought before the Board, Vice-Chair Ann Petrus thanked everyone for attending and adjourned the meeting at 2:00 p.m.