



Central New York Regional Planning & Development Board  
126 N. Salina St., 100 Clinton Sq., Suite 200, Syracuse, N.Y. 13202 • Tel. (315) 422-8276 • Fax 422-9051  
Paul Vickery, Chairman David V. Bottar, Executive Director

## **AGENDA**

### **February 2007 Meeting Central New York Regional Planning and Development Board**

Wednesday, February 28, 2007  
Noon – 1:30 p.m.

CNY RPDB  
Lower Level Conference Room  
100 Clinton Square, Syracuse, New York

*Chairwoman Kathleen Rapp, Presiding*

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|----|---|-----------|
| 1. | Call to Order   | K. Rapp   |
| 2. | Approval of Day's Agenda and<br>Minutes from the December 13, 2006 Annual Meeting                                   | K. Rapp   |
| 3. | Committee Appointments  | K. Rapp   |
| 4. | Financial Report <ul style="list-style-type: none"><li>➤ December 31, 2006</li><li>➤ Proposed 2007 budget</li></ul> | D. Bottar |
| 5. | CNY RPDB's 2007 Work Plan   | Staff     |
| 6. | Executive Director's Report   | D. Bottar |
| 7. | Old / New Business  | K. Rapp   |
| 8. | Adjournment   | K. Rapp   |



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## MINUTES

### **CNY Regional Planning and Development Board Board of Directors Meeting February 28, 2007**

126 North Salina Street, Suite 200  
Syracuse, New York

#### ATTENDANCE

**Board Members:** Sandra Baker, Don Chambers, Daniel Dineen, David Elleman, Mark Lynch, Stephen Lynch, Mary Ann Messinger, James Murphy, Ann Petrus, James Rafte, Kathleen Rapp, Danny Ross, Clarence Rycraft, Dan Schuster, Joseph Slivinski, William Southern, Donal Spaulding, Frederick Talbot, and Paul Vickery.

**Guests:** William Ayling, O'Brien & Gere Engineers; Ann Durnack, Syracuse Chamber of Commerce; Jason Kellar, Office of U.S. Senator Charles Schumer; Charles Murphy, Office of NYS Senator John DeFrancisco; Kaii Torrence, Office of NYS Assemblyman Magnarelli.

**Staff:** Gerald Aloï, Kathleen Bertuch, David Bottar, Carol Faucher, Stephanie Harrington, Kristy Lamanche, Lisa Meaney, Michael Rosanio, and Anne Saltman.

#### BUSINESS MEETING

##### 1. CALL TO ORDER

Chairwoman Kathleen Rapp called the meeting to order at 12:15 p.m. at the conference room of the CNY Regional Planning & Development Board and stated that a quorum was present.

##### 2. APPROVAL OF MEETING AGENDA/ANNUAL MEETING MINUTES

The first order of business was a review of the day's agenda and minutes from the December 2006 annual meeting. Chairwoman Rapp asked if Board members had any changes to the day's agenda and minutes from the December 2006 annual meeting. Hearing none, Chairwoman Rapp accepted the day's agenda and minutes as presented.

3. **TREASURER'S REPORT**

The next order of business was to review the Board's financial report for the period ending December 31, 2006. Executive Director David Bottar reviewed the statement that showed the Board's revenue totaled \$1,400,514, expenses equaled \$1,393,904, and the net income was \$6,610. At the conclusion of his report, Chairwoman Rapp moved acceptance of the December 31, 2006 financial statement; seconded by Mr. Elleman; unanimously approved.

The next order of business was to review the Board's proposed budget for 2007. Mr. Bottar then presented to members the 2007 budget. The proposed budget shows total revenue and expenditures equaling \$1,607,221. At the conclusion of Mr. Bottar's report, Chairwoman Rapp asked if members had any questions regarding the 2007 budget, hearing none, Chairwoman Rapp moved acceptance of the proposed 2007 budget; seconded by Mr. Elleman; unanimously approved.

4. **CNY RPDB'S 2007 WORK PLAN**

Mr. Bottar announced that CNY RPDB staff would be presenting an overview of the work plan for 2007. Outlined below are the five major program areas:

Regional Information, Research, and Communication Services

Senior Planner Lisa Meaney summarized a number of services offered by the CNY RPDB including data research and analysis assistance, grant writing assistance, communication services, and creation of presentation quality materials. The CNY RPDB operates as a NYS data center affiliate and serves as an official repository of data. In preparation for the 2010 census, staff will be working with the Census Bureau to host four training sessions for local municipalities to participate in the local update of census addresses. Staff is also in the process of developing an electronic library that will catalog reports and studies produced by the CNY RPDB as well as some historic reports and projects. Over the year, the Board has enhanced its Geographic Information Services (GIS) capabilities. GIS is a database of mapped items and data that can be queried to answer a variety of questions and offer solutions to issues not always visible when utilizing paper maps. In addition, the CNY RPDB has expanded its grant writing assistance to area agencies and municipalities including the Onondaga County Parks Department, which received \$225,000 from the Erie Canal Greenway Grants program. As a service to our member counties, the CNY RPDB is available to develop and maintain multi-faceted websites. In conclusion, Ms. Meaney stated that all of these services are available to our county constituents.

Energy

Program Manager Gerald Aloï stated that Central New York is resource rich in terms of alternative energy development. The CNY RPDB received a grant from the NYS Energy Research and Development Authority (NYSERDA) to assist local governments in understanding the technology, impact, and planning for wind power. Several GIS wind resource maps have been prepared for local communities. Another initiative expected to

commence in March is the SUNY ESF Lake Ontario District Cooling Feasibility Study. This study will analyze the feasibility of taking water from Lake Ontario and transporting it to large energy use buildings in Central New York for cooling purposes. Mr. Aloï stated that his efforts will also include alternative energy development such as wind, biomass, solar, and biodigestion. Informational meetings are being held across Central New York to spur and cultivate potential projects in the area. The CNY RPDB prepared a NYSERDA application to fund an Energy Smart Communities Regional Coordinator. If successful the CNY RPDB will be responsible for promoting NYSERDA programs and development for six Central New York counties including Oneida County. In conclusion, Mr. Aloï stated that his services are available to our county constituents.

### Environmental Management

Program Manager Kathleen Bertuch highlighted a number of successes in the Board's traditional program areas of watershed management and various municipal, statewide, and regional assistance initiatives. The CNY RPDB will continue to provide staff support to the Oneida Lake Watershed Advisory Council including pursuing grant opportunities, administering existing grants and contracts, and conducting various workshops and outreach activities. In addition, staff is currently assessing existing local laws and established practices to protect the water quality in 16 Oneida Lake watershed municipalities.

The Board will continue to be involved in a number of Onondaga Lake Watershed initiatives including serving as the Onondaga Lake Partnership Committee Outreach Coordinator and as a member of the Onondaga Lake Partnership Project Committee. Efforts will focus on supporting and enhancing the effectiveness of public outreach activities that demonstrate accomplishments associated with the Onondaga Lake cleanup effort.

Continuing, Ms. Bertuch stated that throughout 2007 staff will expand its strong stormwater management assistance program to include a greater emphasis on secondary stormwater related issues facing non-regulated municipalities in the five-county region such as flooding and public water source protection. The CNY RPDB will also reach out to assist non-regulated communities that are voluntarily implementing stormwater management programs.

Serving as the EPA grant administrator on behalf of the City of Fulton and the Town of Granby, CNY RPDB will continue to oversee all aspects of the Lake Neatahwanta Reclamation Project including an agricultural grants program for implementing best management practices to reduce the amount of nutrients and sediment entering the lake. Projects will be implemented on five large farms in the watershed and construction will get underway in the spring.

Ms. Bertuch continued her presentation by stating that staff will continue its role as statewide coordinator for the New York State Association of Regional Councils water quality management program. These efforts include serving as a liaison to DEC regarding current water quality contracts and future funding opportunities for water quality management planning.

### Community Development

Senior Planner Kristy LaManche announced that the title for the Land Use/Transportation program has been changed to Community Development to more accurately reflect the expanded scope of services due to a renewed municipal interest in long-term and comprehensive planning. Ms. LaManche highlighted several projects being conducted in Cayuga County, as part of the Finger Lakes and Northern Cayuga County Water Resources, Agriculture and Open Lands Conservation Project. Congressman James Walsh secured funding for this project to be conducted through 2009. Ms. LaManche is working with the Town of Niles to develop a comprehensive plan to address a variety of topics including the Town's unique location between Skaneateles and Owasco Lakes. In northern Cayuga County, Ms. LaManche is working with the Town of Victory to develop a comprehensive plan to address the town's desires for growth while protecting the rural character of the community. Both comprehensive plans are expected to be completed by December 2007. The CNY RPDB will continue to work with the Finger Lakes Land Trust to complete the Owasco Flats Land Conservation and Stakeholder Survey. Continuing, in Oswego County, Ms. LaManche is working with Village of Phoenix officials to develop a Strategic Plan for the Canal Waterfront District and working with the Village Revitalization Committee to prepare a grant application to the Erie Canalway National Heritage Corridor Pilot Grants Program. CNY RPDB is also working with the Village of Pulaski and Town of Richland to develop a joint comprehensive plan to address growth and development in their communities. This planning initiative is expected to be completed in the Fall of 2007. Lastly, Ms. LaManche stated that work has begun with officials on the Town of Sandy Creek's Comprehensive Plan Committee to develop a plan that meets the needs and future vision of the community.

### Economic Development

Mr. Bottar summarized a number of activities to be undertaken in 2007 including efforts to prepare a regional site development profile database, completion of a development site plan for the Carrier manufacturing site in Dewitt, and construction activities related to Hancock Airpark. Mr. Bottar noted that the CNY RPDB will continue its project development work by securing financing for the development of the 250-acre Finger Lakes East Business Park in Cortland County. An application for \$2 million has been submitted to EDA to assist in the development. The CNY RPDB will complete its annual update of the CNY Comprehensive Economic Development Strategy (CEDS) which outlines the state of the economy, various resources and initiatives, and identifies a project priority list for each county. Mr. Bottar also noted that the CNY RPDB will continue efforts to support the growth of small businesses through the administration of its CNY Enterprise Development Fund.

Continuing, Mr. Bottar stated that he will work with county industrial development agencies on a regional business recruitment and marketing effort that includes site consultant familiarization tours, trade association meetings, and a regional branding initiative being conducted by the Central Upstate Regional Alliance (MDA).

Staff will continue to be involved in various transportation projects including the Syracuse Metropolitan Transportation Council's University Hill and Northern Onondaga/Southern

Oswego Counties studies. Another major study expected in 2007 is the review of the Interstate Route 81 corridor through the City of Syracuse.

Included as an attachment to the minutes is a detailed outline of the CNY RPDB work program for 2007.

5. **EXECUTIVE DIRECTOR'S REPORT**

The Executive Committee met on January 24<sup>th</sup> to review administrative and organizational items. Mr. Bottar announced the 2007 meeting schedule for Board meetings. Full board meetings have been scheduled for April 18, June 20, August 22 (Cortland County location), October 17, and December 12, 2007. In addition, Program and Executive Committee meetings will be held on May 16 and September 19.

6. **OLD/NEW BUSINESS**

Chairwoman Rapp stated that there was no old / new business to report.

7. **ADJOURNMENT**

There being no further business to come before the Board, Chairwoman Rapp thanked everyone for attending and adjourned the meeting at 1:40 p.m.