



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

Board Meeting
February 17, 2010
12:00 Noon – 1:30 p.m.

Central New York Regional Planning and Development Board
126 N. Salina Street - 100 Clinton Square Building
Lower Level Conference Room
Syracuse, New York

Chairwoman Kathleen Rapp, Presiding

1. Call to Order Kathleen Rapp

2. Approval of Day's Agenda and Minutes from the December 16, 2009 Annual Meeting Kathleen Rapp

3. Executive Director's Report David Bottar
 - Membership
 - Meeting Schedule
 - Budget 2010

4. Work Program 2010 Staff
 - Economic Development
 - Environmental Management
 - Community Planning
 - Energy
 - Transportation
 - Research and Communication

5. Old / New Business Kathleen Rapp

6. Adjournment Kathleen Rapp



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MINUTES

Central New York Regional Planning and Development Board Board of Directors Meeting February 17, 2010

ATTENDANCE

Board Members: James Murphy, Danny Ross, Daniel Dineen, Shawn Doyle, William Southern, David Elleman, Kathleen Rapp, Peter Tortorici, Ann Petrus, Stephen Zabriskie, Lawrence Baker and John Kruk.

Guests: Mary Beth Primo-Onondaga County Office of Economic, Michael Riley-Cayuga County Soil & Water, Robert Trachtenberg-CNY Technology Development Organization, Kipp Hicks-Madison County IDA, Anthony Kolinski-Empire State Development Corporation, William Fisher-Onondaga County Deputy County Executive, Andrew Eastham-NYSA M/A William Magnarelli, Don Jordan-Syracuse Onondaga County Planning Agency and Elaine Jardine-Southern Tier East Regional Planning.

Staff: David Bottar, Bruce Keplinger, Theresa Stephen, Karen Novak, David Kubek, Anne Saltman, Kathleen Bertuch, Michael Rosanio, Christopher Carrick, Samuel Gordon and Jeanie Gleisner, Brian Pincelli.

BUSINESS MEETING

1. CALL TO ORDER

Chairwoman Kathleen Rapp called the meeting to order at 12:15 p.m. at the office of the CNY Regional Planning & Development Board.

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 16, 2009 meeting. A motion was introduced and seconded to accept the agenda and minutes as presented; the motion was approved unanimously.

3. **EXECUTIVE DIRECTOR'S REPORT**

Mr. Bottar opened his remarks by noting several new board members will be serving in 2010 by way of their county elective office including Roger Mills-Chair of the Cayuga County Legislative Planning Committee, Jack Williams-Chair of the Cortland County Legislature, Russell Carey-Chair of the Madison County Legislative Planning Committee, and James Rhienhardt-Chair of the Onondaga County Legislature.

Mr. Bottar continued his remarks by noting a memo dated January 15, 2010 with the board meeting schedule for 2010. In referencing this memo, Mr. Bottar noted that the next board meeting will be held on April 21st and a guest speaker from the USGS has been invited to discuss issues regarding the Marcellus Shale and the development of natural gas resources in Central New York. Mr. Bottar also noted the August 18th meeting will be held in Cayuga County.

Mr. Bottar then directed attention to a schedule dated January 12, 2010 that contained information regarding the CNY RPDB's proposed operating budget for 2010. In presenting this information, Mr. Bottar noted that this budget was reviewed and recommended for approval by the Executive Committee at a meeting that was held on January 28, 2010. In presenting this budget, Mr. Bottar noted that total revenues and expenses are expected to equal \$2,475,774 in 2010. It was noted that the budget included \$770,154 in grant revenue from the federal EDA to cover construction expenses at Hancock Airpark and additional pass through funding for various consultant studies. Mr. Bottar noted that agencies internal operating budget will be approximately \$1.1million in 2010, which is consistent with the agency's operating budget over the past few years. Following a review of the budget, a motion was introduced and seconded to accept the budget as presented; the motion was approved unanimously.

4. **WORK PROGRAM PRESENTATIONS:**

The next item discussed on the agenda was the agency's proposed work program for 2010. Mr. Bottar directed member's attention to two documents which have been distributed to the Board including a memo dated January 15, 2010 which outlined a work and staff plan for 2010, and a separate document dated February 17, 2010 which provided an organizational chart and more detail regarding planned activities in 2010. Following a brief review of these documents, Mr. Bottar introduced two new staff members who will be working in the agency's energy program in 2010 – Sam Gordon and Brian Pincelli.

Mr. Bottar then introduced Jeanie Gleisner to speak on the **Comprehensive Planning and Community Development program**.

Ms. Gleisner noted that she will be working on a range of projects in 2010 including the North Jefferson Street Revitalization Project in the Village of Pulaski. Ms. Gleisner noted the agency secured a NYS Restore grant of \$817,000 for this project in 2009 and has been retained by the Village to manage this grant and project in 2010. Ms. Gleisner noted that a major element of this project involves the restoration of the 1938 art deco Kallet Theater into the Pulaski Performing Arts Center. In addition to her work on the Restore project, Ms Gleisner indicated she will be focusing her attention of several other initiatives including completion of work on comprehensive plans for the Town of Richland/Village of Pulaski, the Town of Sandy Creek, the Town of Victory, and the Town of Scipio.

As part of her comprehensive planning efforts, Ms. Gleisner indicated that efforts will also be directed to completing an environmental resource and recreation inventory map of the region. It was also noted that staff plan to continue work that has been initiated with the Finger Lakes Land Trust regarding conservation easements in the Owasco Flats and Skaneateles Highlands area.

In response to a question about the Village of Pulaski project, Ms. Gleisner explained that the timeframe for the Restore NY project will be lengthy and continue into 2011. She said some of the building renovations are well underway and others have not been started. Shawn Doyle commented that this project couldn't have been accomplished without the help of Jeanie Gleisner. He discussed the completion of a façade of one of the buildings and that the impact of this one renovation can already be seen in the community.

Following Ms. Gleiner's remarks, Michael Rosanio was introduced and asked to discuss the **Economic Development program**. Mr. Rosanio opened his remarks by noting that the agency's economic development program will continue to involve four major focus areas including project development, business assistance and finance, regional marketing, and research and planning.

Regarding the agency's project development work, Mr. Rosanio noted that staff will be focusing their attention on several major projects during the year. Regarding the Finger Lakes East Business Park, Mr. Rosanio noted the agency has been working with the Cortland IDA on this 260-acre development since 2004. Mr. Rosanio noted all of the pre-development and financial arrangements have been completed for the first phase of this project and that work on constructing the infrastructure is scheduled to begin in May 2010.

The second project Mr. Rosanio highlighted was the Hancock Airpark. Mr. Rosanio noted that staff has been working on this project for several years with MDA, the Hancock Field Development Corporation, and the OCIDA. As part of this effort, Mr. Rosanio noted the agency secured a \$1.5 million grant from the federal EDA to support infrastructure improvements at the

park and that a portion of this work was completed in 2008 and the remaining infrastructure work totaling \$770,000 is planned to be completed in 2010.

Mr. Rosanio noted the Aurelius Business Park is a 200 acre site owned by Cayuga County IDA in the Town of Aurelius. The IDA is seeking to spur the development of this site for business use by undertaking a roadway and sewer infrastructure project. On behalf of the CCIDA, the Board recently prepared an application to the ESDC for a Regional Blueprint grant to support the construction of infrastructure improvements to serve this park.

Mr. Rosanio noted the Board will be trying to secure funding for three other projects in the region in 2010 including the Madison County Ag-Energy Park, the Port of Oswego and the Clay Business Park. Mr. Rosanio also commented on work the agency will be doing with St. Joseph's Hospital to help implement a comprehensive commercial development project (hotel, fitness-daycare center, and research and simulation center) on the hospital's campus property.

Michael Rosanio also discussed the agency's business assistance and finance program. Mr. Rosanio noted a majority of this work will continue to be focused on the agency's small business lending program – the Central New York Enterprise Development Fund. Mr. Rosanio noted this program has been capitalized with funds from the federal Economic Development Administration, the USDA, and the NYS ESDC. In discussing this program initiative, it was noted the agency closed on 6 loans in 2009 with a total value of \$620,000 and that since the program was started in 1989 the agency has provided over \$7.5 million in financing, leveraged over \$47 million in private investment, and helped to retain or create over 2,100 jobs.

Mr. Rosanio noted in 2009 the agency merged its two lending corporations, COMCO and the CNY EDC, into the Central New York Enterprise Development Corporation, in effort to streamline loan operations. Mr. Rosanio indicated he expects increased lending activity in 2010 due to the likely economic recovery and noted the agency currently has approximately \$1 million available to lend.

Mr. Rosanio also commented on the agency's regional marketing program and noted that in 2010 efforts will continue to be directed to helping county-based economic development organizations in the region with their efforts to attract companies to the region. Mr. Rosanio noted this work will primarily entail targeted outreach efforts to various site location consultants the agency has developed a working relationship with over the years.

As part of his remarks, Mr. Rosanio noted that staff would continue to work on various research and planning initiatives. Mr. Rosanio indicated a major focus of this work will be on the annual update of the CNY Comprehensive Economic Development Strategy. Mr. Rosanio also indicated that staff would look to advance a proposal to develop a regional site profile database and to initiate work on an intermodal rail expansion plan feasibility study. Staff noted that work on both of these projects has been discussed for several years. Mr. Rosanio concluded his formal presentation by noting that staff is looking to complete work on the preparation of an economic development strategy for Madison County in 2010.

At the completion of Mr. Rosanio's remarks several questions were asked by Board members and guest. Regarding a question concerning the loan program, Mr. Rosanio noted that agency is looking to lend funds to small business that generate new wealth for the region and jobs for its residents. Mr. Rosanio also noted that most loans are made to small manufacturing companies and that loans are generally less than \$100,000 for fixed asset or working capital financing with an interest rate of 4.5% and terms ranging from 1-10 years.

In response to questions regarding the regional marketing program, Mr. Bottar noted that staff efforts are being coordinated with other marketing efforts being led by MDA and county based organizations. Mr. Bottar referenced a group of site location consultants the agency was able to bring to Madison County in December and previous work with a major consultant on the Carrier reuse study that was done in 2008. In discussing these initiatives, a suggestion was made that perhaps the CNY RPDB could continue the site location consultant familiarization tours that were hosted by Onondaga County in previous years.

Mr. Bottar then introduced Chris Carrick to speak about the agency's **Energy Program**.

Mr. Carrick noted that the goal of the Energy Management Program is to improve the energy performance of residential, commercial, institutional, and municipal customers in Central New York and to promote the development of the region's renewable energy resources including wind, solar and biomass. In referencing these goals Mr. Carrick noted that staff will focus their time on several major program initiatives including public education and outreach, energy planning, project development, and federal and state grants assistance.

In describing various program activities Mr. Carrick noted that the agency will continue to serve as the Central New York Regional Energy Smart Coordinator for NYSERDA in 2010. Mr. Carrick noted the agency's responsibilities under this program include an extensive outreach campaign, helping interested parties to identify and access NYSERDA financial and technical assistance resources, and helping to identify key anchor projects and energy target zones in the region.

Regarding municipal energy management assistance, Mr. Carrick noted the agency's capacity in this program area has been greatly enhanced by a contract with NYSERDA to serve as the regional "point of contact" for their Focus on Local Government Program and by a three-year \$500,000 award from the US EPA through the Climate Showcase Communities Program. Mr. Carrick noted that under the NYSERDA Local Government Program, staff will assist three municipalities in 2010 with the development of an energy consumption inventory and climate change mitigation plan. Regarding the EPA program, Mr. Carrick indicated that funds will be available to make grants to a total of nine municipalities over the next three years to assist these communities with the development of comprehensive energy efficiency plans and renewable energy projects.

In describing his program activities, Mr. Carrick referenced work that is currently going on with the Town of Fabius. It was noted that work on this project began two years ago with the Fabius Energy Steering Committee, an ad hoc group of residents who were charged by the Town Board to identify opportunities to develop the town's renewable energy resources. Working with Cornell Cooperative Extension and others, Mr. Carrick noted that staff hosted a series of informational workshops, developed a resident survey, and facilitated a study of the town's energy consumption. Mr. Carrick indicated that staff also brought several wind and bio-digester project developers to speak with the FESC. As a result of these efforts, Mr. Carrick indicated that it was determined that a utility-scale wind farm project might be a good fit with the community, if it was organized to benefit the community as a whole and not just a few landowners. Mr. Carrick noted that recently staff was successful in securing a grant from the USDA for a feasibility study that will conduct on-site measurements of the area's wind resources and assess business development opportunities for the community wind farm.

In reference to the Fabius project, Mr. Carrick noted the agency was also successful in securing another grant from USDA that will be used to finance the deployment of wind measurement testing towers in selected locations throughout the region. Mr. Carrick noted that work on this initiative will begin in the summer of 2010. Mr. Carrick indicated this initiative is an example of the agency's aggressive efforts to inventory the region's renewable energy resources, particularly in the areas of wind and biomass. Mr. Carrick went on to note there are many opportunities to develop community wind projects and community bio-digester projects that can promote the economic development of the region's rural areas. It was noted that to help facilitate the development of new projects, that staff would develop a regional inventory of significant energy efficiency and renewable energy projects and would make this information available in the months ahead. Mr. Carrick concluded his formal remarks by noting that staff would continue to work in an advisory capacity with the various county, city, and town energy advisory committees across the region, and will seek opportunities to enhance coordination among these groups in the coming year.

Mr. Bottar provided a brief update on the status of a study being led by SUNY ESF regarding the feasibility of establishing a district cooling system in Central New York. Mr. Bottar noted that staff from the agency is part of the consultant team working on this project which is scheduled for completion in the summer of 2010. It was noted that representatives from the consultant team will be invited to present the results from this study in the fall of 2010.

Following these formal staff remarks several comments and questions were asked from Board members and guests. Regarding wind energy, it was noted that careful attention must be given to the appropriate site of a wind farm and that efforts must be made to enhance the community benefit from such projects. Reference was also made to a proposed commercial wind farm in Cortland County, the development of a community biodigester project in Cayuga County, and plans to develop an agriculture-energy business park in Madison County.

Mr. Bottar then introduced Kathleen Bertuch, Program Manager for the **Environmental Management Program**.

In her opening remarks, Ms. Bertuch noted the primary focus of the agency's Environmental Management Program is the protection and improvement of CNY's water resources.

Regarding Onondaga Lake, Ms. Bertuch noted that in 2010 staff will complete work on two major Onondaga Lake publications: the Progress Assessment and Action Strategies Report (PAAS) and the Onondaga Lake State of the Lake Report. Ms. Bertuch explained that the PAAS report is a qualitative assessment of the progress made to date in achieving the clean up goals for Onondaga Lake and a listing of additional recommendations and action strategies necessary for completing the lake's clean up by 2018. Ms. Bertuch noted the SOL report will provide a snapshot of the current conditions in Onondaga Lake and highlights the significant improvements that have been made in water quality, fisheries, and shoreline and lake bottom habitat since 2003. Ms. Bertuch noted that work on these two reports was being done under a contract with the US Army Corp of Engineers and in cooperation with the Onondaga Lake Partnership.

Ms. Bertuch noted that staff will continue to work on issues concerning Oneida Lake. As part of this effort, Ms. Bertuch noted that funding secured through Senator Aubertine's office will be used to conduct a broad assessment of the Oneida Lake Watershed's current health to determine how management actions presented in the 2005 Oneida Lake Watershed Management Plan have impacted the lake's ecosystem. It was noted that this assessment will help local decision makers and the public better respond to changing management needs of the lake.

Ms. Bertuch noted that 2010 will mark the start of the third year of the CNY RPDB's Municipal Stormwater Management Assistance Program. Ms. Bertuch indicated that this fee-based program will continue to ensure participating municipalities are receiving the best overall return on local dollars invested in stormwater education by distributing total program cost over 29 municipalities. Ms. Bertuch noted that staff is looking forward to expanding the scope of the public education component of the program by working closely with Onondaga County to promote the use of small scale green infrastructure stormwater control practices in association with the County's major Save the Rain Campaign.

Ms. Bertuch noted that the stormwater program is being expanded this year to include a professional development stormwater training component. Formally offered through SUNY ESF, Ms. Bertuch explained that staff will be sponsoring a series of full-day stormwater training programs for engineers, landscape architects, and other professional resource managers and planners operating in Central New York. It was noted that staff will work directly with Don Lake, the primary course author and instructor, to define new professional development courses in response to the unique training needs identified in CNY and that all courses being offered by the CNY RPDB will be accredited by the Practicing Institute of Engineers for professional development credit hours.

Ms. Bertuch also explained that the stormwater program will be expanded further this year with the recent award by the NYS DEC of a competitive EPA grant. It was noted that these grant funds will be used by the agency to undertake a comprehensive GIS based initiative focused on

mapping the geophysical characteristics of areas found to be contributing to water quality and flooding problems in Central New York. Ms. Bertuch noted this mapping effort will provide the basis for staff to identify opportunities to develop green infrastructure based solutions at key sites around the region. Ms. Bertuch went on to note that once these sites have been identified funds will be available to retain professional engineering services to provide preliminary green infrastructure design concepts.

Ms. Bertuch noted that throughout the year, staff would continue to work with a coalition of groups that are trying to address problems associated with aquatic invasive species that are plaguing water bodies throughout Central New York. Ms. Bertuch indicated this effort would include support for the development of a coordinated regional control program such as recently proposed by Senator Schumer and the Army Corps of Engineers in the Finger Lakes region. Ms. Bertuch explained that staff will also assist in a new statewide invasive species mapping, identification and rapid response program being sponsored by the New York Natural Heritage Program. Staff will also continue to seek funding to support innovative as well as traditional control options such as a shared mechanical harvesting program for small lakes.

Ms. Bertuch concluded her remarks by noting that staff would be working throughout the year to complete preparation of a regional environmental asset map. Ms. Bertuch noted this map will be a useful tool for planning new development, prioritizing resources in need of formal protection status, and for allocating scarce environmental protection funds.

Following her remarks, several questions were asked by Board members and guests regarding issues concerning the cleanup of Onondaga Lake and plans for natural gas hydrofracking drilling in Central New York. Regarding the drilling issue, staff noted that a guest speaker will be presenting information on this topic at the April Board meeting.

Mr. Bottar reported on the agency's **Transportation, Information and Research, and Intergovernmental Coordination** programs. Regarding transportation, Mr. Bottar noted that staff working for the Syracuse Metropolitan Transportation Council is engaged in a number of important studies of regional significance including the Clay/Cicero Route 31 corridor study, the I-81 planning and public outreach initiative, and updating a long range transportation plan. Regarding the I-81 project, Mr. Bottar noted that the NYS DOT has hired a consultant to complete a detailed analysis of the current condition of the I-81 corridor from Nedrow to Central Square and this consultant will be using a computer modeling exercise completed for SMTC to investigate alternative plans for the I-81 corridor as it traverses the Syracuse community.

Mr. Bottar noted that staff resources will be available this year to undertake several research projects. It was also noted that staff member Bruce Keplinger is available to assist communities with various graphic and website needs. Mr. Bottar went on to comment that the agency will continue to invite speakers to its bi-monthly meetings to discuss topics of regional significance and that staff would remain active with various groups at the local, state, and federal level that are addressing issues of importance to Central New York.

In closing his remarks, Mr. Bottar recognized other staff members in attendance at the meeting including Karen Novak and Theresa Stephen that work on the administrative side of the organization, and David Kubeck and Anne Saltman in the environmental program,

5. OLD/NEW BUSINESS

With no old business to be discussed, under new business Chairwoman Rapp noted that she was reappointing Mary Ann Messinger, Stephen Zabriskie, David Elleman, Walter Tennant, Paul Vickery, John Loveland, and Joseph Russo to serve another one-year term on the board of Directors of the Central New York Enterprise Development Corporation.

6. ADJOURNMENT

There being no further business, a motion was introduced and seconded to adjourn the meeting; the motion was approved unanimously.

Respectfully submitted,

David Elleman, Secretary