

**Planning, Economic Development,  
Environmental and Intergovernmental Affairs  
Wednesday, April 26, 2023 @ 11:00 AM  
Chambers**

**MINUTES**

**11:00     Call Meeting to Order  
AM**

Meeting was called to Order by Supervisor Pinard at 11:02 A.M.

Committee Members Present: Joseph Pinard, Joe Wicks, Joe Magliocca, Ronda Winn, and Eve Ann Schwartz was present via Zoom.

Others Present: Ellen Bowe, Samantha Field, Scott Flaherty, Kipp Hicks, Scott Ingmire, Keith Lummis, Becky Marsala, Larkin Podsiedlik, Mark Scimone, Emily Burns, Ryan Chaires, Jamie Kowalczk, with Melissa Martel Fleton and Town of Lincoln via Zoom.

**Approval of Minutes**

- Approval of March Meeting Minutes  
Motion by Joe Wicks to Approval of March minutes.. Second by Ronda Winn. The motion was Passed.

**Planning/Employment and Training:**

1. Sales Tax Update - Cindy Edick  
Sales Tax is 4.8% higher for the year and fluctuating. We are cautiously optimistic.
2. Real Property Update  
Becky began the process of auction - kudos to the Sheriffs for diffusing a delicate situation.  
There are 53 properties posted in 2 days. 111 for this years auction.  
Canal road not looking great.  
Car shop in Georgetown - neighbors are using it. 4 tanks have been filled with no problems. We are unsure of 1 tank.  
Discussion on environmental toxic properties.  
Munnsville property has railroad tanker buried in ground. Station Rd. property - not ready for auction 2.6 acres.
3. Career Center Update - Ellen Bowe
  1. RFP submitted for Summer Progam; The RFP will be closed on 05.05.2023. Awaiting approval of NYS Budget.
  2. Awaiting approval from Melissa Felton regarding the contract for A&D Transport; will assist customers needing weekend transportation.
  3. Looking into the Workforce Opportunity for Rural

Communities Initiative; construction, manufacturing, etc.

4. Looking for information from Drone employers regarding the actual training needed for employment.

4. IDA Update - Kipp Hicks

Working with company to take over operations on Queensboro dairy. Services 60 farms within county. "Balancing plant" take milk even when not needed so that farmers are not losing out. Looking to keep all 25 existing employees and add 18 over the next few years.

Parking issues in Oneida - pushing for private land to help DRI.

Cazenovia college listed for sale. looking at any and all options.

Grow NY - active application can be submitted through mid June.

Resolutions - Appoint IDA Board member Steve Durfee.

Appoint CRC Board Member Steve Durfee

5. CCE Update - Larkin Podsiedlik

1. **New AED Manager** – CCE Madison is pleased to announce the hiring of Sara Miller as the new AED Manager. Sara comes to CCE Madison with a blend of digital marketing expertise and ecology training and interest. She received a degree from Rutgers University in Ecology & Natural Resources. Since graduating, Sara has been developing and executing successful marketing strategies for the higher education and nonprofit sectors, spending time working at both UCLA and Rutgers, and the Pennsylvania Horticultural Society.

2. **Recent Programming Highlights** – March programming focused on fruit, including a hands-on grafting session and Apple Integrated Pest Management with DEC Credits (our goal is to offer more credits locally over 2023). Other sessions included soil testing and native plants webinars, the Open Farm Day grower meeting, and several state and regional team agronomic webinars. Our Seed 2 Supper Program is about halfway through now, which teaches people how to grow their own food in a garden to stretch food dollars. And Master Gardener Helpline has re-started for the season and is very popular. In 4-H we are currently running a tractor safety program, which allows youth to work on farms. Ag Literacy Week was a huge hit, with 10 schools participating and over 1,400 children hearing the book and doing a tomato seed planting activity. We're also attending County Fair Board planning meetings when possible and getting ready to have a great presence at the Fair.

3. **Open Farm Day** – We are finalizing farms this week and so far we are at 25 farms, with a couple more in progress, which is about what we had last year. We have 15 sponsors and passports should be available in the next couple months.

4. **Upcoming Programs** –This weekend is a Poultry Processing class at Thistledew Farms and a demonstration at Salt City Harvest Farm. A composting workshop with Solid Waste, we will be at the Great Swamp Conservancy Spring Migration Festival on May 7. Lots more is in the works!

6. Tourism Update - Scott Flaherty

Operations

1. New Board members elected to three-year terms each:

- a. Jennifer Wong, Cazenovia Preservation Foundation
- b. Erica Gilmore, The Shoppes at Johnny Appleseed
- c. Lynn Harvey, Victoria Rose Antiques

2. Reelected to a two-year term:

- a. Christine O'Neil, Oneida Community Mansion House

3. Officers are:

- a. President - Nell Ziegler, Gerrit Smith Estate
- b. Vice President - Emily Zaengle, Stone Quarry Hill Art Park
- c. Secretary - Stephen Franks, The Brewster Inn
- d. Treasurer - Jennifer Wong, Cazenovia Preservation

Foundation

4. Annual Report Issued

Marketing/Public Relations

1. Streamlining advertising

2. Antiques campaign in development.

3. Inspiration Guide work continues.

4. Central NY vacation region (applicant is Oneida County Tourism) has been recommended for an EDA award of up to \$750,000.

7. Planning Update - Scott Ingmire

Candice Morgan took Gwen's position. Still working to fill 2 other planner positions. 1 interview tomorrow. possible June start date.

Delphi Falls - Bid for phase II construction being sent out tomorrow. Trying to maintain dates, Restrooms tomorrow and Friday therefore Delphi is closed Thursday 4/27/23. and Friday 4/28/23.

8. MC Plus Update - John Pinard/Scott Ingmire

Huts going in early Fall.

Easements in Sullivan and Lenox

National Grid plans in place.

All huts and generators have been ordered.

**Resolutions:**

1. Acknowledging Introduction of Proposed Local Law No 1 for the Year 2023 and Calling for a Public Hearing

Acknowledgement of Local Law No. 1 to modify occupancy tax. Motion by Joe Magliocca to Motion. Second by John Pinard. The motion was Passed.

2. Authorization to Sign Agreement for a Grant of CARES CDBG COVID Relief Funding

CDBG award resolution  
of 40 applications received, 22 awarded  
Motion by Joe Wicks to Motion. Second by Joe Magliocca. The motion was Passed.

3. Resolution for IDA Appointment Steve Durfee.doc

Resolutions for IDA appointment. Steve Durfee. Motion by John Pinard to Motion. Second by Joe Wicks. The motion was Passed.

4. Resolution Appointing Member of CRC Steve Durfee

Resolutions for CRC appointment. Steve Durfee. Motion by Joe Wicks to Motion. Second by Joe Magliocca. The motion was Passed.

5. Appointing an alternate member to the Region 7 Fish & Wildlife Management Board

Appointment Alternate - Norm Webber Motion by Joe Magliocca to Motion. Second by Joe Wicks. The motion was Passed.

**Next Meeting:**

1. Next Meeting May 24, 2023 11:00am

**Adjourn**

Motion of adjourn 12:00 PM Motion by Joe Wicks to Motion. Second by Joe Magliocca. The motion was Passed.

**Planning, Economic Development,  
Environmental and Intergovernmental Affairs  
Wednesday, March 29, 2023 @ 11:00 AM  
Chambers**

**MINUTES**

**11:00     Call Meeting to Order  
AM**

Meeting was called to Order by Supervisor Pinard at 11:03 A.M.

Committee Members Present: Joseph Pinard, Joe Wicks, Joe Magliocca, Eve Ann Schwartz and Ronda Winn was present via Zoom.

Others Present: Ellen Bowe, Ryan Coe, Cindy Edick, Melissa Martel Felton, Samantha Field, Scott Flaherty, Kipp Hicks, Scott Ingmire, Keith Lummis, Becky Marsala, Larkin Podsiedlik, Mark Scimone, Emily Burns, Kristin Guinto, Ryan Chaires, Jamie Kowalczyk, and Town of Lincoln via Zoom.

**Approval of Minutes**

- Approval of February Meeting Minutes

Motion by Ronda Winn to Approval of February Meeting Minutes.  
Second by Joe Wicks. The motion was Passed.

**Planning/Employment and Training:**

1. Sales Tax Update - Cindy Edick

The County sales tax revenues to date (\$5,680,569) for 2023 remain ahead of 2022 so far by \$757,541, or an increase of 15.39%. Uncertainty about the future exists, but Cindy remains optimistic

2. Real Property Update

Rebecca began by giving Oneida a Kudos for taking their Auction online this year.

We are preparing for an auction and will be posting 67 Properties going up for Auction. We continue to work with the DEC regarding the Canal Road property but they have not released this yet.

Tax Collection is an ongoing process but continues to go strong.

3. Career Center Update - Ellen Bowe

The unemployment rate as of February 2023 is 4.2%.

They are working on setting up a Community Job Fair with Sam and Ryan from the Public Information Office.

4 customers have recently completed their CDL training and one individual has begun an OJT with a local small business. As for the Summer Youth program, they are still awaiting a funding announcement from the State.

A new Transportation Aid will begin on 4/11/2023 pending Government Operations and Full BOS approval. The individual will assist with transportation of customers for drivers training, clothing, SS cards, etc., which will help solve some current transportation issues with customers.

Due to many job openings and difficulties finding willing workers, Ellen plans to have staff begin making more effort to get out into the community in various ways at least once a week. The Committee wondered what more can be done to better connect workers with jobs. Ellen said they are trying all angles and will continue to think outside the box.

#### 4. IDA Update - Kipp Hicks

Our office has been working with The Hub out of Hamilton, and Madison County has been participating too (Samantha).

They are focusing in on Equity Meetings with the Small Business Development Center and SBA.

Their plan is to host events and Familiarization Tours to educate Mayors, Village Clerks, Town Supervisors, etc. to promote the various community and economic development resources available for new and existing businesses. The IDA annual reports are due to the state at the end of the month, which is taking a lot of their time right now.

The Alliance Apartment project at the Lake Street schoolhouse in Chittanooga was granted final approval for tax abatement from our agency.

John Pinard was successful in submitting a CDBG for Merlin, who is the new owner of Thermold in the Town of Lenox.

IDA Reports are due to the state at the end of the month so that is taking a lot of their time right now.

#### 5. CCE Update - Larkin Podsiedlik

Working on Tech assistance, receiving a lot of fruit questions and have had many conversations for Laying Hen Business. They helped educate interested patrons and helped write business plans and unfortunately probably turned away some Laying Hen Business Participants.

Working on Open Farm Day Pre planning. looking to add Buy Local Vendors.

Hired an Agriculture Economic Program Manager who is scheduled to start on April 11th, pending all background checks and paperwork.

Seed to gardening classes will be scheduled. Currently have 2 classes scheduled, Morrisville and Lenox.

4H Newsletter has been sent out. Have a scholarship program for any child ages 5-17ish to attend any of their 9 camps. Applications and information are available.

Also as an FYI, Avian Flu - Currently we are not seeing any cases. However there have been some cases in Ithaca.

6. Tourism Update - Scott Flaherty

Tourisms annual membership drive continues and this year they currently have more members than they've had in a few years.

April 13<sup>th</sup> is their annual meeting and this year they are giving the Champion of Tourism award to Jamie Kowalczk!

Their spring ads are out and they are working on revamping their group tour profile sheet.

7. Planning Update - Scott Ingmire

With Gwen's retirement and Stefan's recent departure for a job in Syracuse with the Department of State, Jamie, Jessica, and Scott are doing their best to hold down the fort!

We have selected a candidate to replace Gwen who will start on April 17<sup>th</sup> and we have an opening being extended until the end of April for the 2 Planner positions. This was extended in hopes of getting more candidates to apply.

The Planning Department is managing a huge number of grants with

many from NYS HCR and others from State Parks, DASNY, ReImagine the Canals, DOS, and others. In total grants currently being managed add up to \$5,816,400, which is more than ever before.

8. MCPLUS Update

MCPlus Updates presented by Scott Ingmire and Supervisor Pinard

Scott stated that County Administrator Mark Scimone told him he should submit a resolution for Accepting the bid response from Empire Access for hut components

Additional MCPlus Updates offered by Supervisor Pinard.

Meeting dates have been changed so they do not conflict with committee meetings. They will now take place on the first and third Wednesday of the month. There will be 3 phases of this project. Each phase contains about 45 miles of fiber optics.

**Resolutions:**

1. Authorizing the Chairman to enter into an agreement with Ann Duffy  
Authorization to enter into an agreement with Ann Duffy for a New York Main Street Program Grant.

Motion by Joe Magliocca to Motion. Second by Eve Ann Schwartz.  
The motion was Passed.

2. Authorizing the Chairman to enter into an agreement with Earlville Opera House, Inc.

Authorization to enter into an agreement with Earlville Opera House, Inc. for a New York Main Street Program Grant.

Motion by Joe Magliocca to Motion. Second by Eve Ann Schwartz.  
The motion was Passed.

3. Authorizing the Chairman to enter into an agreement with Earlville Library

– Authorization to enter into an agreement with Earlville Free Library for a New York Main Street Program Grant.

Motion by Joe Magliocca to Motion. Second by Eve Ann Schwartz.  
The motion was Passed.

4. Authorizing the Chairman to enter into an agreement with Main Street - Wilburn

Authorization to enter into an agreement with 2-6 E. Main Partnership for a New York Main Street Program Grant.

Motion by Joe Magliocca to Motion. Second by Eve Ann Schwartz.  
The motion was Passed.

### **Other Committee Business**

1. Resolution - Authorization to Enter into Easements Agreements

Resolution for easements with the Towns of Lenox, Sullivan, Eaton, and Stockbridge for hut placement as part of the Broadband project.  
Motion by Eve Ann Schwartz to Motion. Second by Joe Magliocca.  
The motion was Passed.

2. Resolution - to Accept Empire Access Grant Funds per Bld

A Resolution for the acceptance of Empire Access (sole responding bidder) for the Electronic and Support Equipment Bid (RFB 23-10) for \$769,512.29 as part of the Broadband project.

Motion by Joe Wicks to Motion. Second by Eve Ann Schwartz. The motion was Passed.

3. Resolution - Transfer Land from Highway Garage Eaton to Town of Eaton

A Resolution was approved to allow for the transfer of land from Madison County to the Town of Eaton for the former Highway Garage property with the County retaining an easement for a hut placement as part of the Broadband project.

Motion by Eve Ann Schwartz to Resolution - Transfer Land from Highway Garage Eaton to Town of Eaton. Second by Joe Magliocca. The motion was Passed.

Abstain: Wicks

4. New Business

Sam Field updated the Committee on the great and successful business match maker event they held at the HUB in Hamilton last week as part of the Buy Madison program. 32 local businesses attended and numerous matches and connections were made. It was very successful and we want to thank Sam, Ryan, the HUB, and C&D advertising for the time and effort that went into the event!

### **Preferred Agenda**

**Next Meeting:**

1. Next Meeting April 26, 2023 11:00am

**Adjourn**

Motion to Adjourn 11:50 A.M. Motion by Eve Ann Shwartz to Motion. Second by Joe Magliocca. The motion was Passed.

**RESOLUTION NO. 23-\_\_\_\_\_**

**ACKNOWLEDGING INTRODUCTION OF PROPOSED LOCAL LAW NO. 1 FOR THE YEAR  
2023 AND CALLING FOR A PUBLIC HEARING**

**WHEREAS**, Supervisor Pinard has duly introduced proposed Local Law No. 1 for the year 2023, entitled "A LOCAL LAW ADOPTING THE MADISON COUNTY OCCUPANCY TAX LAW AND RESCINDING ALL PREVIOUS HOTEL AND MOTEL OCCUPANCY TAX LOCAL LAWS AND AMENDMENTS IN MADISON COUNTY; and

**WHEREAS**, a copy of said proposed local law has been furnished to each Supervisor;

**NOW, THEREFORE BE IT RESOLVED**, that a public hearing be held on the proposed local law in the chambers of the Board of Supervisors at the County Office Building, Wampsville, New York on June 13, 2023 at 11:15 a.m.; and

**BE IT FURTHER RESOLVED** that the Clerk of the Board duly publish a notice of said hearing in the official newspapers of the County at least five days prior to the scheduled hearing date.

Dated: May 9, 2023

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John J. Pinard, Chairman  
Planning, Economic Development,  
Environmental and Intergovernmental  
Affairs Committee

**RESOLUTION 23-\_\_\_\_\_**

**AUTHORIZATION TO SIGN AGREEMENTS WITH MADISON COUNTY BUSINESSES FOR A GRANT OF CARES CDBG COVID RELIEF FUNDING**

**WHEREAS**, Madison County has received a \$1,000,000 grant from the New York State CARES Community Development Block Grant (CDBG) program, and

**WHEREAS**, The Madison County Planning Department, in partnership with the Madison County Industrial Development Agency, has worked to make available CARES funds to local small businesses to prevent, prepare for, and respond to the effects of the coronavirus pandemic; and

**WHEREAS**, this grant is designed to help small businesses (typically less than 25 employees) with reopening and restarting to help bolster Madison County's economy; and

**WHEREAS**, Madison County has worked with its consultant and reviewed and ranked applications based on completeness, timeliness, program eligibility, and a defined scoring matrix; and

**WHEREAS**, Madison County has determined that the following businesses are eligible for a grant award in the amount specified:

1. Flour and Salt Bakery for \$50,000
2. Camden Dental for \$45,000
3. Dave's Diner for \$50,000
4. Pewter Spoon for \$46,000
5. Kalamata Pita for \$25,000
6. The Rippleton Center for \$50,000
7. Quacks Village Inn for \$50,000
8. FoJo Beans for \$50,000
9. The Apple Kitchen for \$9,000
10. Monanfran Farms for \$50,000
11. AJT for \$50,000
12. Theodores for \$50,000
13. Casolwood Golf for \$50,000
14. CNY Youth Connections for \$50,000
15. BJK Photos for \$50,000
16. New Moon Farmstead for \$25,000
17. Hamilton Inn for \$50,000
18. Hamilton Farmhouse for \$50,000
19. Holcomb B&B for \$25,000
20. The Zen Den for \$25,000
21. Manor on the Green for \$18,000
22. Ye Olde Landmark Tavern for \$22,000; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Chairman of the Board of Supervisors is hereby authorized to sign Agreements with the above mentioned businesses for CARES CDBG grant awards in the amounts specified above.

**Dated:** May 9, 2023

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Joseph J. Pinard, Chairman  
Planning, Economic Development,  
Environmental and Intergovernmental  
Affairs Committee

RESOLUTION NO. \_\_\_\_\_

**APPOINTING A MEMBER TO  
THE MADISON COUNTY INDUSTRIAL DEVELOPMENT AGENCY**

**BE IT RESOLVED**, that Steve Durfee, of Chittenango, NY, 13037, be hereby appointed to the Madison County Industrial Development Agency, filling a vacant position, commencing on May 9<sup>th</sup> 2023, and to serve at the pleasure of the Board of Supervisors.

**Dated:** May 9, 2023

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Joseph J. Pinard, Chairman  
Planning, Economic Development,  
Environmental and Intergovernmental  
Affairs Committee

RESOLUTION NO. \_\_\_\_\_

**APPOINTING A MEMBER TO  
THE MADISON COUNTY CAPITAL RESOURCE CORPORATION**

**BE IT RESOLVED**, that Steve Durfee, of Chittenango, NY, 13037, be hereby appointed to the Madison County Capital Resource Corporation, filling a vacant position, commencing on May 9th, 2023, and to serve at the pleasure of the Board of Supervisors.

**Dated:** May 9, 2023

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Joseph J. Pinard, Chairman  
Planning, Economic Development,  
Environmental and Intergovernmental  
Affairs Committee