

**Planning, Economic Development,
Environmental and Intergovernmental Affairs
Wednesday, June 28, 2023 @ 11:00 AM
Chambers**

AGENDA

11:00 AM Call Meeting to Order

Approval of Minutes

- Meeting Minutes 5-24-2023
- Meeting minutes 5-31-2023

Planning/Employment and Training:

1. Sales Tax Update - Cindy Edick
2. Real Property Update
3. Career Center Update - Ellen Bowe
4. IDA Update - Kipp Hicks
5. CCE Update - Larkin Podsiedlik
6. Tourism Update - Scott Flaherty
7. Planning Update - Scott Ingmire
8. MCPLUS Update

Resolutions:

1. Appointing a Member to the Central New York Regional Market Authority Board
2. Authorizing The Chairman To Modify An Agreement With Seguin Land Surveying, PLLC
3. Authorizing the Cancellation of an Occupancy Tax Certificate of Authority
4. Authorization to Submit a Grant Application to the Department of State for a Local Waterfront Revitalization Program Grant for Oneida Lake
5. Calling for a Public Hearing regarding the Submission of a Community Development Block Grant Application

Other Committee Business

Next Meeting:

1. July 26, 2023 11 AM

Adjourn

**Planning, Economic Development,
Environmental and Intergovernmental Affairs
Wednesday, May 24, 2023 @ 11:00 AM
Chambers**

MINUTES

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

Meeting was called to Order by Supervisor Pinard at 11:01 A.M.

Committee Members Present: Joseph Pinard, Joe Wicks, Joe Magliocca, Eve Ann Shwartz

Others Present: Ellen Bowe, Samantha Field, Scott Flaherty, Scott Ingmire, Becky Marsala, Larkin Podsiedlik, Mark Scimone, Emily Burns, Jamie Kowalczyk, Ryan Coe, Candy Morgan and Sara Miller with Melissa Felton, Peggy LeClair, and Town of Lincoln via Zoom.

Approval of Minutes

Approval of April Meeting minutes.

Motion by Joe Wicks to Meeting minutes approval. Second by Eve Ann Shwartz. The motion was Passed.

- Planning Minutes - April 26, 2023

Planning/Employment and Training:

1. Planning Update - Scott Ingmire

Hired 2 new employees to fill our openings, one is projected to start mid June the second should be starting late June or early July.

Delphi falls update: The parking lot was paved and finished this morning with paint and landscaping completed. The restroom is completed. Drainage and stabilization still needs to be completed along the trails.

Phase I contract ends June 6th, more time is needed, a month or so at no cost extension. Showed renderings from Beardsley of proposed facility and landscaping.

Additional restrooms to be built separate from the main building with a breezeway between allowing the view to be as original...waterfall not seen when arrive in parking lot. The main facility will have an open ceiling and large windows facing the falls. Outside an enhanced public space with tables and chairs, an awning and multi-tiered bank stabilization that can also be used for seating.

Bids come in tomorrow (5/25) for phase II. Asking for a quick

session planning committee meeting prior to monthly board meeting due to the bids coming in after this planning committee meeting.

2. Sales Tax Update - Cindy Edick

Becky Marsala: Started the year at 17.91% since then decreased by 1.77%. Uncertain about end of year totals but optimistic to end up even.

3. Real Property Update

Becky Marsala: Have 65 parcels to post in July for upcoming auction. At this time 2 properties have been deemed not ready, in part by DEC, for auction and will be held for now. New laws could be coming out in June with regard to Article 11 that could help move these properties and others in the future.

4. Career Center Update - Ellen Bowe

Drone Program: Proposal is being finalized. Working with MVCC to create 2 sessions for 5-6 students per session. Looking for locations in northern and southern parts of the county. Needs 150-200 acres with approximately 500 sqft. radius of open fields without trees. The proposed program would allow the students an opportunity to earn a drone pilot license, run submissions, applications and flight plans. Allowing students a look into a possible degree program.

Summer Youth Program: Monies were released with plans to hire 100 kids this summer.

Working with TDO on a grant for upskilling manufacturing workers: Workforce Opportunity for Rural Communities Grants. 2nd meeting upcoming.

WIB Contract: Hoping for contract approval regarding our 2 current WIB employees, they are responsible for outreach. Proposing 3 additional full-time employees. Since May 2022 12 kids have been placed in youth work experience positions vs. years past having only 1 kid. 3 of those 12 are still working the SAME placement.

Taxi Contract: On hold; Melissa Felton assisted and there are some concerns to work out prior to proceeding at this time.

Losing employee to NYS: 1 employee is leaving to take a position at the state office due to large increase of annual salary and remote work option. This being the second employee in a year lost to the state as well as 2 others lost to school districts; offering summers off. In June will be gaining 1 new state department employee formerly of Madison County DSS department. Recruitment will be to fill open position. Also hiring 2 individuals

for the summer program, their work will assist with staffing levels through the summer.

5. IDA Update - Kipp Hicks

No updates, Kipp was not in attendance.

6. CCE Update - Larkin Podsiedlik

Completed elderly tax prep program, 1200 tax returns completed for a total of about \$1,059,000 in return that patrons expressed will be used mostly towards debts.

With current staffing levels where they are, the gaps in AED will be reallocated. Cornell perennial program expert willing to help for the pest studies.

Live poultry demo at Thistle Dew Farm went very well, expected to do again in the future.

The paper clover fundraiser supported at TSC assisted 4 FFA students attend the Cornell for Future Developments program. Also assisted 4 youths to attend the 4-H summer camp.

Sara Miller spoke about AED-Ag.: Open Farm Day is coming up. Currently have 27 farms signed up. Working more on the digital and print marketing for Open Farm Day. Wants to work towards more online pre-check in.

Sara personally went out meeting the community farmers, finding everyone very nice and welcoming.

7. Tourism Update - Scott Flaherty

\$68,000 received this quarter from occupancy tax, this is \$15,000 higher than last year.

A journalist will be publishing in the capital region a large marketing piece for the Bouckville Antique Week, other smaller pieces will also be published in upcoming months.

Focusing on outdoor dining, the Inspiration Guide will be winding down through 2024.

8. MCPLUS Update

Progress going along well. New Resolution for the pole attachments, huts are on the way in and the pads are being completed.

CPCN # approved by public service allowing Madison County to be an entity that can provide the service, saving money by allowing a priority listing for pole attachments.

Resolutions:

1. Adopting Local Law No. 1 for the Year 2023 - Occupancy Tax Law
Public meeting upcoming. Motion by Eve Ann Schwartz to Adopt Local Law No. 1 for the Year 2023- Occupancy Tax Law. Second by Joe Magliocca. The motion was Passed.
2. Resolution Opposing Proposed Changes to the New York State Soil and Water Conservation District Law
Members opposed but requested more information to review for future discussion. Motion by Joe Wicks to Soil & Water District Opposition to proposal. Second by Joe Magliocca. The motion was Passed.
Abstain: Schwartz
3. Authorizing a Contract with Madison-Oneida BOCES for the 2023 Summer Youth Employment Program
Motion by Joe Magliocca to Madison-Oneida BOCES 2023 Summer Youth Program. Second by Joe Wicks. The motion was Passed.
4. Authorizing the Chairman to Execute an Indemnity Agreement for Pole Attachment Bonds
Motion by Eve Ann Schwartz to Execute an Indemnity Agreement for Pole Attachment Bonds. Second by Joe Wicks. The motion was Passed.
5. Authorization to sign agreements with Madison County Businesses for a Grant of COVID Relief Funding
Motion by Joe Wicks to Agreements with Madison County Businesses for a Grant of COVID Relief Funding. Second by Joe Magliocca. The motion was Passed.
6. Authorizing the Chairman to sign an agreement with the Local Workforce Development Board of Herkimer, Madison & Oneida Counties
Motion by Joe Magliocca to Agreement with the Local Workforce Development Board of Herkimer, Madison & Oneida Counties. Second by Eve Ann Schwartz. The motion was Passed.
7. Calling for a Public Hearing regarding the implementation of a Community Development Block Grant
Motion by Joe Magliocca to Public Hearing regarding the implementation of a Community Development Block Grant. Second by Joe Wicks. The motion was Passed.

Other Committee Business

Meeting planned for **Wednesday May 31st at 9 AM** due to Delphi Falls bids coming in after May Planning Board meeting.

Preferred Agenda

Next Meeting: Wednesday, June 28, 2023 @ 11:00 a.m.

Adjourn

Motion by Joe Wicks to Adjourn. Second by Joe Magliocca. The motion was Passed.

**Planning, Economic Development,
Environmental and Intergovernmental Affairs
Wednesday, May 31, 2023 @ 9:00 AM
Chambers**

MINUTES

9:00 AM Call Meeting to Order

Meeting was called to Order by Supervisor Pinard at 9:01 A.M.

Committee Members Present: Joseph John Pinard, Joe Wicks, Ronda Winn

Others Present: Samantha Field, Scott Ingmire, Mark Scimone, Emily Burns, Jamie Kowalczyk, Candy Morgan, Cindy Edick.

1. Authorizing A Contract With C&S Companies, P&J Mechanical, Erie Mechanical, And Knapp Electric For The Delphi Falls County Park Phase II Visitor Center Construction Project

Other Committee Business

1. Discussion of Delphi Falls Bids

Phase II bids were sent out for four components; general construction, HVAC, electrical, and mechanical.

Beardsley did estimated costs 2 years ago. When budget modification was done cost was based on feasibility projection. Bids ended about 2.06 million higher than projected, with general construction at the highest.

Upstate and C&S are the two companies bidding for general construction.

Current contract w/ LeChase, construction manage company, verified numbers of latest bid estimates and state they are correct for current costs.

"Paid and Obligated expenses" category shown on chart is a brake down of all phase I monies remaining.

Upstate for trails, Beardsley contract for designs, the well that was drilled and the standing contract w/ LeChase is the money shown as budgeted but not yet spent.

Possible funds available to complete Delphi Falls:

Host community money 2023- \$696000 unallocated, nothing discussed at this time for these funds

ARPA- \$250,000 unallocated funds available

Host community money 2024- \$664000 unallocated.

Possible grant opportunities:

Applied in 2023 for Schumer/Williams/Gillibrand; waiting for approval, could be months before awarded.

NYS Park can apply until July, applying for \$750000, have had success in past with this option.

Assemblyman Al Stirpe, office is interested but nothing solid. Possible allocations of capital funds may be a discussion to have.

Joe Wicks offered contact information for CNY Community foundation, possible to look at grant option there.

Mark says should talk to Harold, the original donor of the park, to find if interested in additional projects.

John and Ronda asking about splitting the bids, demolition and building being done in separate phases.
If the demo is bid out to be completed possibly this year. Then rebid in beginning of 2024 for possible better bids prior to spring 2024 line up. But phases are already in play with original plans. Design of phase I was set up to work into phase II as original workflow.

Mark feels the full board should be in on the conversation, that it's a big project and has time to have a resolution ready for June board meeting. With hopes of more ideas of funding.

Members present want to move forward with the resolution, keeping in mind a greater discussion will ensue at upcoming board meeting. Motion by Joe Wicks to Motion. Second by Ronda Winn. The motion was Passed.

Preferred Agenda

Next Meeting:

June 28, 2023

Adjourn

Motion by Joe Wicks to Motion. Second by Ronda Winn. The motion was Passed.

Resolution No. ____

**APPOINTING A MEMBER TO THE CENTRAL NEW YORK REGIONAL MARKET
AUTHORITY BOARD**

WHEREAS, pursuant to the provisions contained in Title 2, Section 827 of the New York State Public Authorities Law, Madison County is authorized to appoint two members to the Central New York Regional Market Authority Board; and

WHEREAS, a vacancy exists on the Board; and

WHEREAS, that vacancy is required to be filled by a person who is engaged in the economic development of farming, or who farms and derives a greater part of his or her income therefrom, or who is a producer who sells all or part of his or her farm product on the Central New York Regional Market; and

WHEREAS, Adam Carvell, of Old Home Distillers in the Town of Lebanon, Madison County, meets those requirements;

NOW, THEREFORE BE IT RESOLVED, that Adam Carvell is appointed to serve as a representative on the Central New York Regional Market Authority Board starting on July 11th, 2023 and continuing at the pleasure of the Board; and

BE IT FURTHER RESOLVED, that a copy of this resolution be sent to the President of the Board of Directors of the Central New York Regional Market Authority.

Dated: July 11th, 2023

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

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO MODIFY AN AGREEMENT WITH
SEGUIN LAND SURVEYING, PLLC**

WHEREAS, Madison County entered into an agreement (23-PLA-1) with SeGuin Land Surveying, PLLC for Professional Surveying Services with regards to the ReConnect Project; and

WHEREAS, additional services have been identified as needed for Phase I completion; and

WHEREAS, the County would like to amend the current agreement with SeGuin Land Surveying, PLLC to include the additional services for a total cost not to exceed \$60,000.00; and

WHEREAS, the Planning, Economic Development, Environmental and Intergovernmental Affairs Committee has reviewed the modified agreement and recommend that the agreement be accepted; and

NOW, THEREFORE, BE IT RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to modify and agreement with SeGuin Land Surveying, PLLC. Accordingly, a copy of said Agreement is filed with the Clerk of the Board.

Dated: July 11, 2023

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

DRAFT

RESOLUTION NO. _____

AUTHORIZING THE CANCELLATION OF AN OCCUPANCY TAX CERTIFICATE OF AUTHORITY

WHEREAS, the County has adopted a Madison County Occupancy Tax Law to enhance the general economy of the County, its city, towns and villages through promotion of tourist related and supporting activities; and

WHEREAS, the Occupancy Tax Law specifies the requirements of the County and the persons required to collect taxes imposed by this Law; and

WHEREAS, persons required to collect occupancy taxes must register and follow procedures that include displaying a certificate of authority in their place of business and surrendering the certificate to the County Treasurer immediately upon the registrant ceasing to do business; and

WHEREAS, the County Treasurer was notified that registrant Jerry Schmidt, DBA the 1840 Inn, is no longer in business; and

WHEREAS, the County Treasurer was advised that the certificate of authority will not be surrendered because it was destroyed in a fire; and

WHEREAS, the County Treasurer's Office, in conjunction with the County Attorney's Office and the Sheriff's Office, has made multiple attempts to contact the registrant to obtain a signed Letter & Affidavit for Cancellation of Certificate of Authority in lieu of surrendering the non-existent certificate of authority; and

WHEREAS, per the Madison County Sheriff's Office Certificate of Service, Mr. Schmidt has moved and left no forwarding address.

NOW, THEREFORE, BE IT RESOLVED that the County Treasurer is authorized to cancel the Occupancy Tax Certificate of Authority issued to Jerry Schmidt, DBA the 1840 Inn, and forgo further efforts to locate Mr. Schmidt for the purpose of obtaining a signed Letter & Affidavit for Cancellation of Certificate of Authority.

Dated: July 11, 2023

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

RESOLUTION NO.

**AUTHORIZATION TO SUBMIT A GRANT APPLICATION
TO THE DEPARTMENT OF STATE FOR A LOCAL WATERFRONT
REVITALIZATION PROGRAM GRANT FOR ONEIDA LAKE**

WHEREAS, Oneida Lake serves as a vastly important water resource for Madison County as well as many neighboring counties and communities; and

WHEREAS, A watershed management plan was last completed for Oneida Lake in 2004, entitled "A Management Strategy for Oneida Lake and its Watershed; and

WHEREAS, the Plan has served as a guide and resource for many communities and agencies working in and around Oneida Lake; and

WHEREAS, Madison County, in conjunction with the Central New York Regional Planning and Development Board, and other stakeholders, are currently working on a (Element Plan for Oneida lake and plan to apply for additional funds from the Department of State Local Waterfront Revitalization Program to complete and enhance the plan; and

NOW, THEREFORE, BE IT RESOLVED, that the County is hereby authorized to submit a grant application to the Department of State for an Oneida Lake Watershed 9 Element Plan for an amount not to exceed \$300,000.

DATED: July 11, 2023

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

RESOLUTION NO. ____

**CALLING FOR A PUBLIC HEARING REGARDING THE SUBMISSION OF A
COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION**

WHEREAS, Madison County wishes to assess the advisability of submitting a Community Development Block Grant (“CDBG”) application to the New York State Office of Community Renewal for New Moon Farmstead (the “Company”) and their plans to set up a meat processing facility at their location in Munnsville, NY; and

WHEREAS, the County is required to hold a public hearing to provide information to the public and to consider citizen comments regarding the County’s community development needs and the CDBG application prior to submitting an application for CDBG funding;

NOW, THEREFORE BE IT RESOLVED, that a public hearing be held regarding the Village’s community development needs and the proposed application in the Chamber of the Board of Supervisors at the Madison County Courthouse on August 8th at 11:15 AM or as soon as possible thereafter; and

BE IT FURTHER RESOLVED, that the Clerk duly publish a notice of said hearing in the official newspapers of the Village at least ten (10) days prior to the scheduled hearing date.

Dated: July 11, 2023

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