

PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
January 20, 2010

**** NOT APPROVED ****

Committee Members Present

F. Sinclair, D. Pullen, M. Healy, T. Hopkins, K. LaForge, A. McGraw, T. O'Grady

Committee Members Absent

P. Curren

Departments/Agencies Present

C. Crandall, J. Margeson, J. Foels, S. Grugel, B. Loucks, C. Braack, L. Gridley, G. Gary, J. Hopkins, L. Bliven, C. Whitwood, R. Iszard, W. Brown, G. Hanchett, L. Lee, E. Eicher, D. Fanton, G. Benson, N. Ungermann, T. Miner, B. Rigby-Riehle, M. Alger, S. Presutti, D. Button, T. Ross

Departments/Agencies Excused

J. Garmong, C. Jessup, R. Bennett

Planning & Economic Development Chairman Fred Sinclair called the meeting to order at 11:02 a.m.

Opening Comments

Chairman Sinclair introduced Legislative Chairman Curtis Crandall for opening comments and committee charge. Chairman Crandall welcomed all and gave an overall review regarding the need and re-creation of the Planning and Economic Development Committee.

Chairman Crandall introduced the committee structure, jurisdiction and responsibilities for the committee members, department heads and affiliated agencies.

Welcome & Comprehensive Plan Review

P&ED Chairman F. Sinclair welcomed and introduced all invited agencies. He remarked that this committee will function in the context of the County Comprehensive Plan, and that increased collaboration is anticipated between county departments and affiliated agencies with relationship to implementation of the Plan. Included in the Plan is the County HUD Plan, the Farmland Preservation & Implementation Plan, the Transportation Plan, and the Hazard Mitigation Plan, it also contains important solutions on how to address identified issues/needs in the County. Chairman Sinclair stressed the need for all agencies in attendance to work and function together as a team to meet the needs of the county. Chairman Sinclair invited the department heads and agencies in attendance to give a brief overview of their department and agency goals.

Department/Agency Comments

John Foels, Director of Development, commented that his department has been reporting to the Ways and Means Committee for the past four years, and with the duties

of that committee, there has been a gap in communication regarding the needs of planning and development. He commented he is very appreciative the Legislative Board re-created the Planning & Economic Development Committee. He reported that the immediate and short-term objectives shown at the end of the Comprehensive Plan should be reviewed by the Comprehensive Plan Implementation Group.

Sherry Grugel, Tourism Specialist and Executive Director of the Greater Allegany County Chamber of Commerce, reported the Chamber currently has 108 members and noted she is working with the local industries and manufacturers. RIT is coming to Allegany County to meet with the manufacturing council to report on a state manufacturing review they conducted. March 2nd will be noted as “Tourism Action Day” with some new ideas in the works.

Craig Braack, County Historian, reported he felt one of Allegany County’s biggest challenges is public relations and would like to see better communications with the taxpayers.

Lee Gridley, Planning Board Member – sitting in for Planning Board Chairman Charles Jessup, Lee reported that the implementation of the Allegany County Comprehensive Plan has spurred other townships and villages to follow suit and create a plan. Angelica, Caneadea, Rushford and the Town of Wellsville currently have plans in place.

Gretchen Gary, Executive Director of Soil & Water Conservation District, reported that the Soil & Water Conservation District is working on correcting critical areas along the Genesee River and working with the County OES and FEMA on an update of the Hazard Mitigation Plan. The Water Resources Council has been recreated and the 15-year Forest Management Plan for 2000 acres of county forest needs revision.

Lynn Bliven, Cooperative Extension, referred to the Mission Statement and emphasized the importance of Agriculture in the County. Lynn highlighted the importance and successes of the Master Gardening Program and consumer education programs for the general public.

Carrie Whitwood, Director of Allegany/Western Steuben Rural Health Network, reported her agency is one of 35 health networks across New York State. The collaboration within Allegany County and its agencies is amazing regarding education and business. That we can remain on top of things with all the current state cuts and still accomplish our objectives as a group. Their portion of the Comprehensive Plan is complete and they are now updating data. They are working on aging issues and placement initiatives and are pro-active regarding the disabled and senior needs. A Comprehensive Health Assessment for Head Start of Allegany County and Health Care are priority areas.

Gretchen Hanchett, Director of the ACCORD Business Development Center, reported that the Allegany County Business Center Entrepreneurship Program is very successful and won the top entrepreneurship award for New York State this past year. Small business is critical in rural areas and it is necessary to provide support. The ACDSI

lending portion of her department is looking for new supplementary funding sources for loans. There are many businesses with poor credit and there is a need to collaborate with other agencies to help with assistance. The Wheels to Work Program is integral in keeping people going to work and currently has 360 vehicle loans with an on-going waiting list. They are working, again, on a Main Street Grant proposal, and also with Cooperative Extension and the Action Team on Greenway development.

Wendall Brown, Director of the Friendship Empire Zone, reported Allegany County and the Town of Friendship created the Empire Zone in 1994. Over the years it has expanded to 156 businesses. Tax relief incentives are for companies, within the zone, who expand their facilities and create new jobs. There is the possibility NYS will be dissolving Empire Zones on June 30, 2010, however, work will continue with county businesses and the Office of Development.

Robert Iszard, Regional Manager for Empire State Development, reported that he covers the Southern Tier Region (Allegany, Cattaraugus and Chautauqua counties) and is located in the satellite office at the Crossroads Center in Belmont. The regional office is located in Buffalo and ESD has international offices as well. ESD is partners with several organizations to expand and develop businesses within Allegany County. NYS is currently in a transitional stage, which might affect local entities. The Excelsior Job Program will replace the Empire Zone Program and ESD will merge with DED and become the Job Development Corporation. Most of our funding will come from the sale of bonds and is not subject to the state budget. ESD assists companies with capital expenditures, equipment and new construction. ESD also partners with the Workforce Investment Board (WIB) for job training.

Lisa Lee, Literacy West, reported that her agency creates the opportunity for rural education and literacy. They partner with Allegany County Employment & Training to help prepare the local workforce for jobs. There is a final "needs assessment" program which works to meet the educational needs of clients. There will be a series of strategic planning sessions with "Across Life Span" to be held at Houghton College tomorrow which is Part 1 of a two part series. Part 2, "Actual Planning of Objectives" will be held February 12th at the Belmont Hotel and all are invited. Literacy West has 70 individual organizations with 110 members. They have received a Literacy West grant, through NYSED, for the Cooperative Learning Center, which provides educational services as a one-stop agency.

Ed Eicher, Chairman of the Comprehensive Plan Implementation Group, reported that great strides have been made with the Comprehensive Plan due to the efforts of the Implementation Group and previous Chairman, Charles Jessup. There is a new group of 20 members on the Comprehensive Plan Implementation Group, which will hold their first meeting tomorrow, January 21st at the Crossroads Center. All are welcome to attend. The first meeting will be to establish priorities with two main objectives:

1. Keep the goals and objectives of the Comprehensive Plan in the forefront as we move ahead.

2. Find strategies and ways to stimulate projects within departments to move the goals and objectives in the plan.

Introduction of P&ED Committee Members

Chairman Sinclair introduced the committee members and recording secretary. He instructed the departments and agencies on protocol for future meetings with regards to items of business and agenda. He requested any agenda items be submitted to the Chairman and/or recording secretary at least 5 days prior to the P&ED meeting. Chairman Sinclair welcomed the extended agencies to bring their needs and concerns to this committee and continue to build on their strengths, enhance abilities, further the development of an educated workforce, protect our environment, develop infrastructure and attract new business.

New Business

Tourism Contract – Sherry Grugel presented packets with an overview of the NYS Matching Funds Tourism budget and state monies granted highlighting cuts in funding from prior years. A proposal was presented for the 2010 contract between Allegany County and the Greater Allegany County Chamber of Commerce to run the Tourism program. Sherry reported on tourism growth percentages noting the Niagara Region is the highest in NYS, with the Chautauqua-Allegheny Region being the second highest at 11% growth. She is currently working on a marketing plan to market our outdoors as a high adventure and family vacation spot, which is one of our strongest points. The contractual request is \$71,500 for a 10-month period of March 1, 2010 – December 31, 2010.

Chairman Sinclair noted the additional personnel would be under contract and not a county employee. Chairman Sinclair entertained a motion to approve the contractual tourism budget in the amount of \$71,500.

T. O'Grady commented that there are other county departments, such as Human Services, that are also experiencing state cuts and he doesn't feel the county has the resources to absorb funds that the state won't pay. Chairman Sinclair restated the need to invest in tourism. K. LaForge asked where the additional funds would come from as the current budget shows a contractual amount of \$52,000.

R. Iszard commented that I Love New York falls under the umbrella of Empire State Development and there is significant reason to spend the money as tourism is the #2 industry in upstate New York and right behind is agriculture, which is the #1 engine for economic development in Upstate New York. From his perspective, tourism will drive Economic Development in the region and the money be well spent.

D. Pullen noted the 9% increase would be taxable activity with significant revenues generated from that. He wants to see these revenue increases in the future.

C. Crandall responded that tourism efforts were stepped back a few years ago and with changes on the state levels, this contract, and what the county receives in return, is cheap. With efforts of the Chamber, we get a great return. He didn't disagree with Mr. O'Grady, but encouraged the committee to support the contract. It's taken the past year for the GACCC to know and understand the process and with adjustments, feels this is a fair proposal for the contract.

Motion to approve tourism increase by D. Pullen; seconded by M. Healy. Motion carried 6-1 (opposed-T. O'Grady); 1-absent (P. Curran). **Refer to Ways & Means Committee**

County Planner – The position of County Planner was approved in 2007 with Resolution No. 80-07. K. LaForge introduced a new resolution noting that funding is currently in place for the 2010 budget and there is an urgent need for the services of a County Planner. So be it resolved that the Planning and Economic Development Committee, hereby, directs the County Administrator to move forward with the steps necessary to fill this position.

Chairman Sinclair entertained a motion to accept the resolution. D. Pullen noted it was long overdue and C. Crandall commented at the Committee of the Whole meeting last evening that a lot could be facilitated by a planner. Motioned by K. LaForge; seconded by M. Healy. Motion carried 7-0; 1-absent (P. Curren).

Board Appointments

Region 9 Forest Practice Board - The Chairman of the Legislative Board plans to appoint Aaron M. McGraw of Alfred Station, to serve a term of two years, commencing January 1, 2010 and expiring December 31, 2011, subject to confirmation by the Board of Legislators. Chairman Sinclair entertained a motion to approve this appointment. Motioned by K. LaForge; seconded by M. Healy. Motion carried 7-0; 1-absent (P. Curren). **Prepare Resolution**

Planning Board - The Chairman of the Legislative Board plans to re-appoint the following individuals for three-year terms, subject to confirmation by the Board of Legislators:

Clifford Ackley, Wellsville (District IV)
Lee Gridley, Wellsville (District IV)

Ex-officio Members: (Annual Appointment)

David Roeske, Superintendent of Public Works, Wellsville, NY
Terri L. Ross, County Treasurer, Angelica, NY
Theodore L. Hopkins, Chairman of the Ways and Means Committee

Chairman Sinclair entertained a motion to approve these appointments. Motioned by M. Healy; seconded by D. Pullen. Motion carried 7-0; 1-absent (P. Curren). **Prepare Resolution**

Fish & Wildlife Management Board - The Chairman of the Legislative Board plans to appoint Gilbert Childs of Richburg, New York, as the Sportsmen's Representative Member and John Lewis of Wellsville, New York, as the Alternate Sportsmen's Representative Member, to serve a term of two years, commencing January 1, 2010 and expiring December 31, 2011, subject to confirmation by the Board of Legislators. Chairman Sinclair entertained a motion to approve these appointments. Motioned by D. Pullen; seconded by K. LaForge. Motion carried 7-0; 1-absent (P. Curren). **Prepare Resolution**

Region 9 Fish & Wildlife Management Board - The Chairman of the Legislative Board plans to make the following appointments to serve a term of two years, commencing January 1, 2010 and expiring December 31, 2011, subject to confirmation by the Board of Legislators.

Dwight R. Fanton, Legislative Representative Member
Douglas D. Burdick, Alternate Legislative Member

Chairman Sinclair entertained a motion to approve these appointments. Motioned by M. Healy; seconded by D. Pullen. Motion carried 7-0; 1-absent (P. Curren). **Prepare Resolution**

Allegany County Agricultural Society – A letter was received and read reporting on the Allegany County Fair fiscal year and annual contribution made to support the fair, by Allegany County, in the amount of \$7,000. The resolution will be presented to the full Legislative Board on Monday, January 25th for review. J. Foels commented the fair is a tremendous engine in Allegany County and the best County Fair in the area. Revenues generated from the annual fair prove that the \$7,000 is money well spent. The Tourism Matching Funds Co-Op Program was eliminated and there are no longer monies available to assist with fair advertising, which makes this annual donation of \$7,000 more critical. R. Iszard commented that Governor Pataki told him the Allegany County Fair was his favorite fair to attend. Chairman Sinclair encouraged board members to support this resolution on Monday.

Motion to adjourn the meeting at 12:15 p.m. by K. LaForge; seconded by T. O'Grady and carried.

Respectfully submitted,

Cathleen L. Whitfield
Recording Secretary

PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
February 17, 2010

**** NOT APPROVED ****

Committee Members Present

F. Sinclair, D. Pullen, M. Healy, T. Hopkins, K. LaForge, A. McGraw

Committee Members Absent

P. Curren and T. O'Grady

Others Present

C. Crandall, J. Margeson, M. Alger, D. Fanton, G. Benson, N. Ungermann, J. Foels, S. Grugel, C. Cash, C. Braack, T. Miner, B. Rigby-Riehle, D. Button, T. Ross, E. Eicher, L. Blevin, L. Gridley, B. Quinn

Planning & Economic Development Chairman Fred Sinclair called the meeting to order at 10:11 a.m.

Approval of Minutes

The January 20, 2010, Planning & Economic Development Committee minutes were approved on a motion by Legislator Pullen, seconded by Legislator Hopkins and carried.

Soil & Water Conservation

Two agreements were presented to the committee for extensions:

Helmer Lot Agreement - An extension is necessary for Baldwin Lumber to finish clean-up work on the Helmer Lot in the Town of Grove. The work is done, but cleanup was not completed due to inclement weather. Payment to the county has been made and their agreement is dated 12/7/07, with an extension request through 12/31/10. Baldwin's performance bond in the amount of \$5,000 is being retained until the work is completed.

Engle Lot Agreement - Robbie Chamberlain requests a one year extension of the agreement made 1/15/09 for the Engle Lot in the Town of Angelica. Clean-up was to be performed in 2009 and still has not occurred due to inclement weather. An extension is requested through 1/15/11. Chamberlain's performance bond, in the amount of \$5,000 is being retained until the work is completed.

Legislator Pullen questioned outcome if extensions were not granted. Chairman Sinclair indicated the county could utilize their bonds to do the work but that is a last resort. Legislator LaForge agreed the past year was one of the wettest years on record and it was difficult getting work done. Legislator Fanton questioned how much ash wood there was in county forests and the advisability of harvesting. Chairman Sinclair said it was only a small percentage. There was discussion regarding the timber and possible infestations. Lynn Blevin of Cornell Cooperative Extension commented there were no adult Emerald Ash Borer beetles found and her agency will be doing training this spring and can determine if there is marketable timber and what percentage of the harvest is ash. Chairman Sinclair asked that Lynn assist Paul Kretser and this committee to gather information on status of the beetle. Chairman Sinclair entertained a motion to accept the two extensions as presented. The extensions were approved on a motion by Legislator Hopkins, seconded by Legislator LaForge and carried 6-0 w/2 absent.

County Forest Timber Removal Request - Joe Collins, Natural Resources Teacher @ BOCES, requests removing timber from the Sanitarium Lot which is directly behind BOCES for his class. He only intends to remove dead/downed trees as a clean-up demonstration. If approved, a formal letter is required granting permission.

Chairman Sinclair reported that Allegany County has an agreement with BOCES regarding use of 25 acres of county owned forest contiguous to BOCES woodlands. The agreement states the lot across from BOCES can be accessed for educational purposes and forest products have been removed in the past by students. There are no trees of value removed from the property. Chairman Hopkins inquired as to who performs the work and is the county covered legally for students who may be injured. John Margeson, County Administrator, commented the agreement has been in place for years and that it does allow BOCES to cut the trees, which they have done previously. He further stated, to the best of his knowledge, the County is held harmless if any student is injured, but that it's not a perfect guarantee. Chairman Sinclair entertained a motion the committee revisit the agreement, and upon review by the County Attorney, if he advises we are on solid ground, a letter will be sent. Motioned by Legislator Hopkins; seconded by Legislator McGraw and carried 6-0 w/2 absent. **Referred to County Attorney**

Hazard Mitigation Plan

An agreement was presented by the Soil & Water Conservation District for an update of the Countywide Pre-Disaster Mitigation Plan according to the terms of the requirements of the New York State Emergency Management Office (SEMO) and/or the Federal Emergency Management Agency (FEMA). In order to access funds, the plan needs to be updated. Upon review, Legislator Hopkins commented that there was a meeting with the District Board last evening and with regards to Item 9 on Page 3, the delivery date of April 29, 2010 is an unrealistic date to meet. Chairman Sinclair noted there will be no access to the program until the update is completed. They anticipate the update being completed by 4/29/10 as that is the due date, but it can be extended. He asked it be made clear to the District what the date actually means. Upon discussion, the P&ED Committee agreed to content of the Plan but the date needed to be changed. Chairman Sinclair did not see a problem with adjusting the date as this is a draft.

Tourism – Transfer of Funds

John Foels, Director of Development presented a request to make the following budget adjustments and transfers to support the tourism contract with the Greater Allegany County Chamber of Commerce:

<u>From:</u>	<u>To:</u>	<u>Amount</u>
A6989.476 (I Love NY \$\$)	(Expense reduction of grant)	(\$16,250) BA
A10.3715.00 (I Love NY \$\$)	(Revenue reduction of grant)	(\$16,250) BA
A02.1989.04	Revenue increase for ad sales	\$10,000 BA
A6989.478	Exp. increase for unrestricted funds	\$10,000 BA
A1990.429 (Contingency)	A6989.477 (Tourism Contract)	\$ 3,250 TRAN
A1990.429 (Contingency)	A6989.478 (Unrestricted Funds)	\$ 4,000 TRAN
<i>(To allocate monies to tourism based on coop ads revenues already budgeted.)</i>		
A6989.475 (County match of grant)	A6989.477 (Tourism Contract)	\$16,250 TRAN
<i>(Reallocate the reduction of County's match needed for I Love NY Grant to line item for increase on Chamber Contract.)</i>		

Terri Ross, Treasurer commented that these transfers are based on the new contract presented by the Greater Allegany County Chamber of Commerce, which includes a change in allocations to the contract and redistribution of monies to cover the new agreement, if adopted. Chairman Sinclair commented the new contract is currently before the board and this transfer will be attached to the new agreement. The transfers were approved on a motion by Legislator Pullen, seconded by Legislator Healy and carried, 6-0 w/2 absent. **Referred to Ways & Means Committee**

Planning – Transfer of Funds

J. Foels presented a request to transfer \$1,200 from A8020.101 (Planning – Personnel) to A8020.493 (Planning – Contractual) to cover the monthly \$400 expense to Planning Board Liaison Kier Dirlam for the first quarter until such time a Planner is hired. The request was approved on a motion by Legislator Hopkins, seconded by Legislator McGraw and carried 6-0 w/2 absent. **Referred to Ways & Means Committee**

Request to Fill Position – Employment & Training

Carol Cash presented a request, on behalf of County Employment & Training Director Jerry Garmong, to fill the position of “Summer Remedial Teacher/Counselor” for the summer youth program. Ms. Cash presented a brief overview of the program and its benefit to our communities and youth. There are federal and state funds (state funds are channeled through federal) that are allocated to this program annually. Chairman Sinclair questioned the length of time the youth are employed, which is mid-May through mid-August. Applications are received from counselors and college students who are in their 3rd-4th year with a major in education or psychology. Legislative Chairman Curt Crandall commented on the excellence of the program and encouraged all legislators, old and new, to tour the program. The request was approved on a motion by Legislator Hopkins, seconded by Legislator Healy and carried, 6-0 w/2 absent. **Referred to Ways & Means and Prepare Resolution.**

Comprehensive Plan Implementation Group Update

Ed Eicher, Chairman, reported the group is currently working as a committee of the whole, with plans to break into sub-committees when and as needed. A presentation on the “Genesee River Wilds Project” was viewed by the group who is now considering the best way to move the project forward. The group is in the process of opening a window for additions to the Comprehensive Plan with two primary reasons:

1. It allows consideration of submissions in reasonable quantities; and
2. Being part of the Comprehensive Plan is extremely important in grant applications for some of the groups involved.

At this time, the group has recommended the “Nurturing Livable Communities Strategic Plan” and the “Allegany County Comprehensive Substance Abuse Prevention Plan” for inclusion in the Comprehensive Plan. The group is also writing a letter of support for the “Partners for Prevention in Allegany County’s” upcoming grant application. Their next meeting will consist of working on public relations and improving Allegany County’s image. The meeting will be at Crossroads Center on Thursday, March 11th at 2:00 p.m. and all are welcome to attend.

Resolution – Comprehensive Plan

Mr. Eicher presented a resolution to “update the County Comprehensive Plan, via the addition of approved Community Plans.” Upon review, Legislator Hopkins inquired if a SEQR needs to be done to which Chairman Sinclair responded they will look into it and he will counsel with

County Attorney, if need be. Legislator Hopkins commented that if they upgrade now, it is not upgrading as the original plan specifies. Chairman Sinclair noted that by doing the upgrade now, it is advantageous to entities who are applying for grants, that they can state they are part of the Comprehensive Plan. It gives them credibility and extra points in the grant process. It was suggested the upgrade would be an insert as, "in addition to" because there are four community plans and two agency plans currently interested in being inserted. Legislator Pullen commented that it wouldn't be an approval just starting the process. Chairman Sinclair noted there would need to be a Public Hearing and the process of contacting all the towns and villages and a timeframe would be approximately two months. There will be a full review of the plan next year. Legislator Hopkins expressed concern with the cost, realizing you can't bundle it all together, but how to finance the review. John Margeson commented there are funds in the Planning Budget this year and it could be budgeted for next year as well. Legislator LaForge commented on inserting town plans and does that incorporation mean we sanction their town plan. Chairman Sinclair reported that yes, we would be sanctioning their plan. Discussed pursued regarding due process in sanctioning town plans and making recommendations. Ed Eicher confirmed the County Planning Board reviews and approves all plans before adoption into the Comprehensive Plan. Legislative Chairman Crandall encourages moving forward with the update to keep it fresh at minimal expense. Chairman Sinclair motioned to accept the resolution to update the County Comprehensive Plan, via the addition of approved Community Plans; seconded by M. Healy. Motion carried 6-0; w/2 absent.

Economic Development Perspectives

Chairman Sinclair gave an overview of his meeting in Albany for the New York Association of Counties (see attachment). He addressed how NYS comes into and out of recessions and the degree of decline is starting to slow down. We need to "grow out of it" and not "tax our way out of it." Nationally, as a state, we are ranked low in quality of workforce and seen as the most highly unionized. However, this is not the case in Western New York. He highlighted areas on building an agenda for economic development and creating economic hubs and welcomed suggestions and comments from the group. Legislative Chairman Crandall commented that Cattaraugus County spent money to hire a consultant to look at specific areas of development and look at hubs, which are a center of economic activity, interest and focal point where you can use community assets to create and support new growth. Belmont is a good example of a hub with the pharmacy, hotel, hardware expansion and future activity at the former Belmont School.

Empire Zone

Chairman John Foels reported that the zone is still on deck with New York State to sunset in June 2010. Over ninety companies are currently in the zone and will continue to have administrative support from the county after the program ends. The Empire Zone Board took action to retain Wendall Brown as a part-time coordinator for services after June, if there is no continuation of the zone program. This will allow our businesses to have local contact for their continuing zone benefits. There are sufficient funds through the end of June and then perhaps the Excelsior Program will take over.

Communications & Technology Ad Hoc Committee

Chairman Dave Pullen reported they held their first meeting February 3, 2010 and met with a consultant who looked at studies and funding and possibly additional fiber optics service throughout the county. The Ad Hoc Committee will be evaluating future residential, commercial and municipal needs and gaps in service. They concluded their goal is to provide infrastructure with long term dealings with Public Safety issues and to provide high speed Internet service to more of our population in Allegany County. There are too many large areas in the county with little to no service or dial-up, which is unacceptable. Their next meeting will be March 22nd following the Legislative Board meeting. Richard Zink of Southern Tier West will be attending.

Chairman Pullen sighted an article from the *Bar Journal* regarding the corporate perspective and “that AT&T recently suggested in a response to FCC that it was time to transition away from plain old telephone service (POTS) in favor of a phone network that is completely based upon Internet telephony. In fact, according to *Network World*, AT&T informed the FCC that the ‘death of landlines is a matter of when and not if.’ It further suggested that the FCC establish a certain date by which such existing networks be unplugged.” The article further stated, “In rural communities and remote areas, wireless service is spotty at best. In addition, the likelihood of a local carrier investing in equipment necessary to bring such areas up to speed has been unlikely until major telecommunications investment is made possible by stimulus money. And for those communities selected to receive stimulus funding, actual implementation is still months, if not years away.”

Chairman Pullen commented Allegany County did not rank well for the stimulus money as we don’t have the number of residences or businesses and it’s difficult for us to compete with larger counties. If the elimination of land lines occurs, then our dial-up service is also eliminated. He stressed the importance of finding a solution and it is a critical concern, although noted we are ahead of the curve as several surrounding counties have not even begun this process.

Energy & Resources Ad Hoc Committee

Chairman Kevin LaForge presented the Mission Statement and Marcellus Play goals and said their first official meeting will be Monday, February 22nd at 11:00, where these topics will be discussed. Mission statement is as follows:

Mission Statement

To facilitate development of the energy related natural resources of Allegany County in a manner that maximizes the benefit to our County’s residents, while maintaining the integrity of our environment for future generations.

Currently the primary focus of this committee will be the Marcellus Play as a generational bridge to renewable energy. We shall also pay due diligence to renewable technologies such as wind and wood bio-mass to encourage further gains in economic viability.

This Committee will be continuously vigilant to identify emerging technologies that, the encouragement of, would be beneficial to our county residents.

In summary, we will work with stakeholders to identify issues, good and bad. We will attempt solutions to mitigate the bad and maximize the good.

He also commented on attending the NYSAC Conference and the environmental hurdles we will need to overcome. He emphasized that the committee will work to do what is right and in the best interest of the county.

Good of the Order

Chairman Sinclair invited any additional comments from the agencies in attendance.

Lynn Blevin, Cooperative Extension, thanked the committee and appreciates the invitation to participate. “Making farming profitable is how we are going to maintain and grow agricultural industry. Integrating agriculture and tourism in planning is beneficial to grow. A willingness to work on updating the Farmland Enhancement Plan, which also includes forestry emphasis, is a priority. Invasive species education and training will also be important for protection of our county resources.”

Sherry Grugel, Tourism Specialist, reported that Monday night (2/15/10) was the first of a series of Tourism Summits held at the Crossroads Center. Well over 50 people attended who are event organizers throughout the county. She was greatly pleased with the response and enthusiasm of the group. The summit was an opportunity for all the organizations to come together to market events and develop a service directory. The group also discussed the I Love New York grant and guidelines. There was group collaboration to establish all restaurants, attractions and accommodations in the county. A calendar of events was posted on the wall and each organization penciled in their individual events which is helpful establishing open weekends or dates for future events. Legislator Healy commented it was a great turnout and cooperative experience. The new *Winter Activities Guide* was distributed to all attending summit. 10,000 copies have been printed and the Guide/Map is available through the Tourism Office. Ms. Grugel reported she attended the Cleveland Travel Show last week and noted that most of the information available is for Cattaraugus and Chautauqua counties. She is working on creating more collective pieces on Allegany County for future travel shows. Chairman Sinclair requested she bring copies of the new *Winter Activities Guide* to the next meeting.

Allegany County Historian Award

Chairman Sinclair introduced Craig Braack, County Historian, and presented him with a certificate for his 25 years of service to Allegany County and noted he was honored as Chairman of the P&ED Committee to present this award. Mr. Braack was appointed County Historian on February 1, 1985 and also appointed as Records Management Officer in 1988. On January 1, 2007 Mr. Braack was also appointed as the Tourism Specialist, a term he served until March, 2009. Chairman Sinclair noted that, "Mr. Braack is much more to the County than the sum of his service. He is a tireless resource for the aging, community groups and citizens giving presentations. He has also assisted thousands of individuals researching ancestry and is considered an Ambassador of Allegany County." Mr. Braack thanked the Committee and said "it has been a pleasure to serve not only my 15 to 17 bosses, but the 50,000 citizens in Allegany County."

Adjournment

There being no further business to come before the committee, a motion was made by Legislator Hopkins, seconded by Legislator Pullen and carried to adjourn the meeting at 11:47 a.m.

Respectfully submitted,

Cathleen L. Whitfield, Recording Secretary
Confidential Secretary to the Director of Development

PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
March 17, 2010

**** NOT APPROVED ****

Committee Members Present

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Others Present

C. Crandall, J. Margeson, M. Alger, D. Fanton, J. Foels, S. Grugel, M. Burke, T. Miner, B. Rigby-Riehle, D. Button, T. Ross, L. Blevin, G. Hanchett, L. Gridley, C. Whitwood, H. Evans, M. Gasdik, and K. O'Stricker (Cornell Cooperative Extension - Catt. Co.)

Planning & Economic Development Chairman Fred Sinclair called the meeting to order at 10:07 a.m.

Approval of Minutes

The February 17, 2010, Planning & Economic Development Committee minutes were approved on a motion by Legislator Healy, seconded by Legislator Pullen and carried 8-0 with one change noted by Legislator Hopkins. On page 2, second paragraph, line 5, change "Chairman" Hopkins to "Legislator" Hopkins.

Old Business

Notification of extensions for the Helmer and Engle Lots has been forwarded to the proper entities.

County Attorney Opinion on Sanitarium Lot – The current agreement is not adequate for the students to use the property for other than educational purposes. The County Attorney recommends that a formal agreement be entered into between BOCES and the County to address BOCES continued use of the Sanitarium Lot. Such agreement should require BOCES to indemnify and hold the County harmless from any liability resulting from their use of this property. Adequate insurance should be in place to assure proper resources to cover any claims. If the County wishes to pursue a formal easement across the BOCES property to aid in harvesting timber, this will need to be negotiated with BOCES and most likely require reciprocal hold harmless requirements from the County to BOCES. (See attached opinion).

Emerald Ash Borer Beetle – Lynn Blevin gave a report and provided materials regarding the borer beetle and management of the county parcels. Some of the county parcels have a small percentage of ash and the migration period is mid-May to August. There has been no evidence of the beetle within a 15 mile radius. Saplings and trees with less than 2" diameter can be affected. There are several insects that can be problematic but the emerald ash borer is the most immediate for this area. A map was disbursed showing the quarantined areas. The beetle can move 3-5 miles on its own; but the real challenge is in transportation of firewood that could be infected. Kits are available through the DEC, Agriculture Office and at the county fair. A program will be offered April 14th in Ellicottville for First Responders on how to identify signs and symptoms.

Hazard Mitigation Plan – The agreement presented by the Soil & Water Conservation District for an update of the Countywide Pre-Disaster Hazard Mitigation Plan fell through. The decision was made to update the plan in-house and contract with Walker Business Services for an employee to assist with the update, which will be orchestrated with the County Planner and Chairman Sinclair at the Crossroads Center. Legislator O'Grady questioned the Plan falling

under the direction of the Office of Emergency Services and why the update was not being done by that office, and why funds were being spent to outsource the work versus OES doing it. Chairman Sinclair responded that the update was done jointly by OES and Soil & Water, but it is also part of the County Comprehensive Plan. There was discussion regarding the timeline to update and meet the target date of April 29, 2010 which is the anniversary of the plan.

Board Appointments

Southern Tier West Appointment - The Chairman of the Board of Legislature plans to appoint Frederick Sinclair of Scio, New York, to fill the remainder of Brent Reynolds' unexpired three-year term ending May 31, 2010, as a member of the Southern Tier West Regional Planning and Development Board, subject to confirmation by the Board of Legislators.

Legislative Chairman Crandall also plans to reappoint Frederick Sinclair as a member of the Southern Tier West Regional Planning Board for a three-year term commencing June 1, 2010 and expiring May 31, 2013, subject to confirmation by the Board of Legislators. Chairman Sinclair entertained a motion to approve this appointment. Motioned by T. Hopkins; seconded by M. Healy. Motion carried 8-0. **Prepare Resolution**

New Business

Walker Business & Staffing Services Contract – An agreement was presented to board members to contract an employee through Walker Business Services to update the Hazard Mitigation Plan. The hours will not exceed 720 and all expenses will be covered up to \$17,000 through the Homeland Security funds awarded to Office of Emergency Services. Chairman Sinclair reiterated the update requires someone to contact and interview all townships and process the plan. Chairman Sinclair entertained a motion to enter into an agreement with Walker Business & Staffing Services and refer to the Ways and Means Committee. Motioned by T. Hopkins; seconded by D. Pullen. Motion carried 6-0; 2-opposed (T. O'Grady & P. Curran). **Referred to Ways & Means Committee**

Allegany/Western Steuben Rural Health Network Presentation – Carrie Whitwood, Director introduced Helen Evans, Madeleine Gasdik and Kate O'Stricker who presented "Complete Streets" which is a vision for livable communities in Allegany County. Their Strategic Plan is now complete and moving forward. This presentation is an update to their initiative. The livable communities are geared for all ages and include healthcare and housing. AWSRHN has also been partnering with Madeleine Gasdik of the Allegany County Office for the Aging with housing research. K. O'Stricker of Cornell Cooperative Extension in Cattaraugus County spoke regarding infrastructure with roads, sidewalks and right-away for mobility and walk-ability with regards to bicyclists, pedestrians and vehicles, with the goal of all streets being usable by everyone. AWSRHN will be hosting a legislative educational dinner on May 26, 2010 featuring Will Stoner, Assistant Director of AARP, as guest speaker. All town and village officials, planning boards and the County Legislature are invited.

Communications & Technology Ad Hoc Committee

Dave Pullen, Chairman of Committee, reported they met earlier this month and looked at different options to proceed. At this point there are two focal points:

1. Provide actual "last mile service" for high speed broadband to local businesses and residents through wireless technology. There is more work ahead with

actual providers to determine “hot spots,” which are specific islands or nodes that need service.

2. Long-term “middle mile” with how to provide infrastructure. What can be done through public safety streams from the Federal Homeland Security level down to the County 911 emergency responders.

Legislator Pullen further stressed the need to investigate these options or end up being on the wrong side of infrastructure.

Energy & Resources Ad Hoc Committee

Kevin LaForge, Chairman of Committee, reported the Coudersport Gas Expo is today and tomorrow and encouraged those interested to attend. Today stressed the job phase and Thursday would be the business phase. The Marcellus Shale is a top priority for this committee and outcome of the Expo will be discussed at the next meeting scheduled for March 22nd at 11:00. Legislator Pullen commented on a news release he received from NYSAC that counties to the east are passing resolutions and taking a stance regarding energy resources. He would like to see us explore all energy resources and suggested Allegany County consider adopting a policy or press release as this is a critical benefit to the county and poses significant benefits and opportunities to our area. If landowners are waiting for an absolute guarantee, he fears we will never move forward and should send something to NYSAC noting our interest. Legislator LaForge noted that the Mission Statement of this committee relates exactly to this endeavor and he has a map showing the fairway to Marcellus Shale and Allegany County is included. Legislator LaForge agreed the committee will pursue adopting a resolution to encourage moving forward. Legislative Chairman Crandall commented we should ensure our state and federal representatives understand the importance of this project to our county and to fight for positive legislation. The Ad Hoc Committee will do a proclamation or resolution at the next meeting to be presented to the Board of Legislature.

Good of the Order

Chairman Sinclair invited any additional comments from agencies in attendance.

Greater Allegany County Chamber – Sherry Grugel, Executive Director, introduced Michael Burke of Angelica, also owner of Angelica Winery, as the new Tourism Specialist who will be assisting the Chamber with the Tourism Program. Legislator Hopkins reminded attendees of the County Chamber annual dinner on Saturday, March 27th, to be hosted at the Angelica Grange with a “Western Theme.” He noted the County Legislature has promoted the Greater Allegany County Chamber of Commerce and all should attend, show their support and he has tickets.

Legislator Hopkins also reported on a new committee, Blue Ribbon Task Force, which is supported by NYSAC. Wyoming County was instrumental in its creation and their first meeting was held with 25 members. The Task Force looked at an overview of the agriculture culture and broke into groups to look at areas to address. By Fall, there will be a resolution to vote on at the Legislative level. This is important for Allegany County as we are located in such a rural agricultural area and we need to remain competitive, as anytime government increases the cost of milk in New York State, we can become less competitive.

Executive Session

A motion was made by Chairman Sinclair, seconded by Legislator Pullen and carried to enter into executive session at 11:27 a.m. to discuss a personnel issue. Immediately following

discussion, a motion was made by Legislator Hopkins, seconded by Legislator Pullen and carried to close the executive session at 11:44 a.m. and return to the regular meeting.

Adjournment

There being no further business to come before the committee, a motion was made by Legislator Hopkins, seconded by Legislator Pullen and carried to adjourn the meeting at 11:45 a.m.

Respectfully submitted,

Cathleen L. Whitfield, Recording Secretary
Confidential Secretary to the Director of Development

PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
APRIL 21, 2010

**** NOT APPROVED ****

Members Present: F. Sinclair, D. Pullen, M. Healy, T. Hopkins, K. LaForge, C. Crandall

Absent: T. O'Grady, P. Curran, A. McGraw

Guests: Lynn McCutcheon – The Great Wellsville Balloon Rally, Inc., Sherry Grugel – Greater Allegany County Chamber of Commerce, Inc., Lynn Bliven – Cornell University Cooperative Extension

Others Present: J. Margeson, T. Miner, M. Alger, B. Rigby Riehle, J. Foels

Call to Order: The meeting was called to order by Chairman Fred Sinclair at 10:10 a.m.

A motion was made by Legislator Pullen, seconded by Legislator Healy and carried the minutes of March 17, 2010 were approved.

Lynn McCutcheon – The Great Wellsville Balloon Rally, Inc.:

Ms. McCutcheon stated The Great Wellsville Balloon Rally, Inc. is seeking a possible monetary donation to help pay the cost of putting on the 2010 Balloon Rally due to less corporate sponsorships this year. This year is the 34th year for the Balloon Rally. The insurance for this event has increased to \$4,600. The insurance proposal is bid out and it has to be a company that insures for this particular type of event, which is not always handled by all insurance companies. The rally typically costs approximately \$30,000. Ms. McCutcheon discussed what expenses the committee sponsors annually. Ms. McCutcheon discussed the need for more lodging in the area especially during the Balloon Rally. She stated the motels/hotels are all booked a year in advance and she would be able to accommodate enough requests to fill new motels/hotels if they were available. Ms. McCutcheon stated the Village police, fire departments, and ambulance corps. all cover the full duration of the Balloon Rally. There was discussion on the possibility of having to charge an admission price if the expenses are not met. Ms. McCutcheon announced that BP Atlantic Richfield Company has graciously donated \$4,500 toward the fireworks display. Ms. McCutcheon announced that Channel 2 News will have a live broadcast at 6:00 p.m. at the Friday night launch and all day Saturday their news crew will be present. There was discussion on advertising. Ms. Grugel – Greater Allegany County Chamber of Commerce discussed their new marketing strategies and some ways they will be able to assist the Balloon Rally committee. The Balloon Rally committee has various fundraisers such as a golf tournament with the merchants sponsoring various holes, they also sell T-shirts. They will also be hosting a fundraiser on June 11, 2010 at the David A. Howe Library Terrace – wine tasting, music, food. Fireworks will be at 9:45 p.m. (Village Property).

Chairman Sinclair asked Mr. Margeson – County Administrator about procedure and he recommended to the committee to refer the issue to the County Attorney for legal opinion if they so choose. He also stated this would have to be referred to Ways and

Means Committee to make a final decision on the issue. Legislator Hopkins discussed the issue of once the County starts donating to the

Balloon Rally committee, it will set precedence and other event committees will come forward also seeking donations. Chairman Sinclair made a motion to refer this request to Ways & Means Committee. The motion was not seconded. Chairman Sinclair made a suggestion for the committee to support personally some of the fundraisers the rally committee will be hosting.

Hazard Mitigation:

Chairman Sinclair stated there is a contracted person in the office at the Crossroads Conference Center working to update Hazard Mitigation Plan. She has been working for a month. The first meeting of the review committee has been held. Progress has started with contacting the local municipalities to update the plan.

Southern Tier West Appointments:

A motion was made by Legislator Healy, seconded by Legislator Hopkins and carried to approve the reappointment of John E. Margeson, and Jerry Scott as members of the Southern Tier West Regional Planning Board for a three-year term commencing June 1, 2010 and expiring May 31, 2013. **PREPARE A RESOLUTION**

Sherry Grugel – Greater Allegany County Chamber of Commerce:

Ms. Grugel announced Allegany County Tourism will be hosting a group of National Travel Writers to the area on May 15th & May 16, 2010. They will be touring many areas of the county including Moss Lake, Keeney Swamp, Alfred, Wellsville, Cuba, Bolivar, and Angelica. The group will be at the Little Gem restaurant on Saturday night for dinner. They will then stay to hear the band at the Wellsville Creative Arts Center Saturday night. She encouraged the committee to stop in and say hello. There was discussion on acquiring transportation. It was suggested to have the press notified of this event.

Mitchell Alger – Deputy County Administrator:

Mr. Alger requests the committee to sponsor a resolution approving a contract between the County and the Allegany County Federation of Snowmobilers whereby the County acts as sponsor for applications for snowmobile trail development and maintenance assistance grants through the New York State Office of Parks, Recreation and Historic Preservation. The 2009-2010 application was approved by the State for \$119,190. Allegany County will operate as a pass-through to the Federation of Snowmobilers. Sufficient funding was appropriated in the 2010 Budget to account A7185.483 with a like sum credited to A10.3089.01. There is no financial impact for Allegany County. A motion was made by Legislator Healy, seconded by Legislator Pullen and carried to approve said request. **PREPARE A RESOLUTION**

John Foels – Director, Development/IDA:

Mr. Foels requests the committee to sponsor a resolution by the Office of Development to transfer funds in the amount of \$1,211 from A6430.474 – Marketing, to A6430.201 – Equipment for the purchase of a legal filing cabinet and four office conference chairs. A motion was made by Legislator Healy, seconded by Legislator Hopkins and carried to support said request. **PREPARE A RESOLUTION**

Legislator Hopkins inquired about the filing cabinets down in the hall entrance way of the County Office Building. Mr. Foels stated they are going to be moved to the new complex building when it is completed, and more cabinets are needed as well.

County Comprehensive Plan:

Chairman Sinclair gave an update to the committee on the County Comprehensive Plan SEQR review process. Mr. Sinclair is currently working with the County Attorney on setting up the process for the Implementation Group to review the plans and to get sanction from the Planning Board as well. Currently there are plans for review:

1. Comprehensive Plan for the Town/Village of Angelica, October 2007
2. Comprehensive Plan for the Town of Amity, February 2009
3. Comprehensive Plan for the Town of Grove & Hamlet of Swain, 2009
4. Town of Caneadea Comprehensive Plan, 2009

The County Comprehensive Plan Implementation Committee sanctioned the County Planning Board for further review on the following:

1. Nurturing Livable Communities Strategic Plan Allegany County Partnership on Aging Strategy Plan, 2009
2. Partners for Prevention in Allegany County, Allegany County Comprehensive Substance Abuse Prevention Plan, 2009

Correspondence from Town of Wirt Clerk:

Chairman Sinclair read a letter received from the Town of Wirt Clerk requesting the committee to sponsor a resolution opposing the adoption of Part T of the Governor's Transportation, Economic Development, and Environmental Conservation Article VII Legislation. The Governor's plan would eliminate the Department of Agriculture and Markets' role in dog licensing. This change will result in an unfunded mandate being placed on New York localities by upending a system that facilitates and economizes dog licensing renewals, information sharing, and tag orders. The proposed system will result in higher costs. The system is set up now as a single centralized data management and license renewal system which covers over 900 renewal systems. If this is abolished there will be no local way of regulating renewals if an owner moves etc. and mailing notices will be wasted because there is no way of tracking this information. The original system purchases dog tags and stamps in bulk and this will require each locality to separately design, purchase and produce dog tags at smaller quantities. It will be another large unfunded mandate and a huge tax payer burden for each town/village. After a lengthy discussion Chairman Sinclair agreed to forward a letter to the clerks/supervisors/mayors of the county seeking their opinions on this issue. John Margeson, County Administrator was asked to send a letter to Senator Catharine Young for her view on this issue.

Communications & Technology Ad Hoc Committee:

Legislator Pullen, Chairman of the Ad Hoc Committee stated there is further investigation that needs to be completed on various options before a meeting can be set up. After discussion it was decided to set up a summit meeting in the near future to include Office of Emergency Services, Emergency 911 representatives, Fire Coordinator, Allegany County Sheriff, E911 Coordinator, Scott Tuller & Dan Broughton who were instrumental in the installation of wireless connections to Swain Ski Resort, and Southern Tier West representative to have a productive meeting on moving forward in the completion of implementation of improved service for broad band and wireless connections throughout the county.

Legislator Pullen stated the county does not qualify for specific funding unless changes can be made to qualify. The committee needs direction in order to make this possible.

Energy & Resources Ad Hoc Committee:

Legislator LaForge, Chairman of the Ad Hoc Committee gave an update on the progress of the committee. He stated Monday, May 26, 2010 a guest from the Oil/Gas Association will come to the meeting to discuss issues and answer any questions.

Legislator LaForge attending the recent Inter-County meeting and stated that Allegany County submitted a resolution encouraging the New York State Department of Environmental Conservation to quickly complete its environmental review of Natural Gas Drilling in the Marcellus Shale and lifting of the drilling moratorium. Legislator LaForge was disappointed because the resolution was defeated. This issue is a top priority of the Ad Hoc Committee. He discussed various reasons why he felt the resolution did not get support as he anticipated. There are nineteen counties in Western New York that are represented in Inter-County, they meet once a month to support resolutions to forward on to the State. This gives more support than just individual counties forwarding the resolutions on.

Good of the Order:

Mr. Foels, Director of Development/IDA stated the new County Planner, Kier Dirlam will start work on Monday, April 26, 2010. Mr. Foels appreciates having a Planner on board due to the increase of issues that need to be addressed which involve planning.

Mr. Foels gave an update on the Cuba Hospital Independent Living project, and the progress of Swain Ski Resort. Mr. Foels gave an update on the Belvidere Truck Stop. Mr. Foels stated the Office of the Aging project is progressing as planned with the hope of opening the last week in June.

Mr. Foels discussed the upcoming public relations opportunity, with the Industrial Development Agency hosting a meet the press day with Buffalo Business First newspaper.

Lynn Bliven – Cornell University Cooperative Extension stated they are hosting a seminar for New York State Maple Production at Houghton College on June 6th – June 8, 2010.

Ms. Bliven stated the Guide to Farm Products will be listing local foods in the county that are produced year round.

Ms. Bliven gave an update on further education to the public on the Emerald Ash Borer Beetle and how this issue is being addressed.

Chairman Sinclair announced a seminar being held at Alfred University Knight Club – Powell Hall on Wednesday May 26, 2010 at 5:30 – 8:00 p.m. on Livability by Design for Community Leaders.

Legislator Pullen announced an annual conference sponsored by Southern Tier West for all municipalities on May 5, 2010 at 8:00 p.m. at Houghton College. He encouraged all Allegany County Board of Legislators to attend.

A motion was made by Legislator Pullen, seconded by Legislator Healy and carried to adjourn the meeting at 11:35.

Respectfully Submitted:
Alice Alsworth

PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
MAY 19, 2010

**** NOT APPROVED ****

Members Present: F. Sinclair, D. Pullen, M. Healy, T. Hopkins, K. LaForge, C. Crandall

Absent: T. O'Grady, P. Curran, A. McGraw

Others Present: G. Benson, D. Fanton, J. Margeson, T. Miner, M. Alger, B. Rigby Riehle, J. Foels, J. Garmon, C. Braack, S. Grugel, H. Garrish, K. Dirlam, L. Gridley, S. Torrey, T. Palmiter, B. Dibble, S. Dibble and G. Bartos

Call to Order: The meeting was called to order by Chairman Fred Sinclair at 10:59 a.m.

Approval of Minutes

A motion was made by Legislator Hopkins, seconded by Legislator Healy and carried the minutes of April 21, 2010 were approved.

Hazard Mitigation Plan

Heather Garrish was introduced, who is working fulltime on the Hazard Mitigation Plan update through the summer. All municipalities have assigned liaisons with 100% participation. There are four regional meetings planned during this process.

Comprehensive Plan Update

Kier Dirlam, County Planner, made a recommendation for a change to the Comprehensive Plan update, whereas, each municipality plan will not be included in the County Comprehensive Plan. The two plans that are department strategies will be included in the County Comprehensive Plan. The stimulus project list will be updated and appended to the plan.

Small Business Development Center

A letter was read (attached) from the Comprehensive Plan Implementation Committee to Legislative Chairman Curt Crandall regarding the shortfall in NYS contractual payments to the Allegany County Business Center, which is run by the ACCORD Corporation. Chairman Crandall responded he has spoken with Voni Walker, Chairman of ACDSI and Charlie Kalthoff, Executive Director of ACCORD regarding administration of the programs. Chairman Crandall had just attended the annual graduation ceremony of the small business Entrepreneurial Assistance Program (EAP) and stressed the importance of this program and how vital it is to the small business owners of Allegany County. A meeting was also held between Chairman Crandall, John Margeson, County Administrator, Charlie Kalthoff and John Foels, Director of Development regarding a possible interim contract between Allegany County and ACCORD, until such time the funds are received from New York State. J. Foels commented the program is responsible for \$1.2 million in lending and the graduates of the EAP program are very successful in their business endeavors. There is concern if this program ends the small businesses would suffer greatly and the lending would be challenged. This is a critical piece of our Economical Development. The program also provides the "Wheels to Work" initiative with lending for people entering the workforce.

Legislator Healy questioned the cost and duration of contract. John Margeson responded it would be a month to month duration, not to exceed \$12,000 per month. The intent is to provide assistance until the state budget is passed, which does include a proposal for these funds. Tom Miner, County Attorney, commented the agreement will be structured to benefit the county with funds to be repaid or in-kind services to be provided by ACCORD. The County will be made whole in the end. Funds will be provided from the Contingency Fund. After further discussion, and at the suggestion of Attorney Miner, Chairman Sinclair entertained a motion to forward the request to the Ways & Means Committee for a contractual agreement of \$36,000 with three month installation payments of \$12,000 each; to commence June 14, 2010 with the County procuring 600 hours of grant services. If within four months, either party chooses to terminate, ACCORD Corporation will repay or apply unearned balance as credit with current contracts between Allegany County and ACCORD Corporation. Motioned by Legislator Pullen; seconded by Legislator Hopkins and carried 5-0; 3-absent (O'Grady, Curren and McGraw). **REFERRED TO WAYS & MEANS COMMITTEE – PREPARE RESOLUTION.**

Occupancy of the Old Belmont School

The Planning and Economic Development Committee, in cooperation with the County Office of Development, has worked with the Belmont Betterment Association, several local agencies and departments, on the proposed renovation and occupancy of the Old Belmont School building. Development of the facility is seen as an opportunity to further establish the Village of Belmont as a community based hub for economic development.

Utilization of the 40,000 square foot newest section of the campus has been the focus. Engineering estimates to bring the facility up to code, as well as architectural renovation, utility and finance cost projections have been developed. Preliminary cost estimates per square foot, to potential occupants, fall at approximately \$10 per square foot.

At this point, it is recommended that the potential occupiers of the facility work with the Belmont Betterment Association as well as the other potential co-occupiers, on assembling the necessary resources to make the project a reality.

There was discussion regarding potential tenants and the renovations necessary to bring the facility to code. Legislator Hopkins mentioned the space facilities planning initiative has been tabled, thus making it difficult to move forward. Legislator Pullen questioned square footage cost and whether it includes utility cost and is there critical mass required for rental space. J. Foels reported that 26,000 square feet of the 40,000 square foot space is available. Legislator Pullen commented, "The facility is excellent and the County Legislature strongly supports and encourages any efforts for tenant usage. The fact the County has not chosen the facility for tenant space has nothing to do with the building, it previously has just not been a proper fit." J. Foels reiterated to the committee that the efforts and support generated from his office is for any building owner; this is not an isolated effort. He offered an open invitation to discuss all county property with the Legislature.

DEPARTMENT NEWS

Employment & Training Office – Jerry Garmong, Director, reported that the Summer Youth Program funding has been delayed by New York State. Depending on the final assistance by the state, it will cost approximately \$60,000 to run a small-scale program with about 20 students, and there would be no program at the BOCES Center. Twenty students would be interns in the private sector. Out of the \$600 million in state budgeted funds for summer programs, Allegany County's share is \$120,000. He will keep the committee informed as funding is allowed. He was in Albany last week and the state keeps telling him "next week" for funding. He anticipates between 150-200 applicants when funding becomes available, however, the more delay in funding makes it difficult to establish work sites. Legislator Pullen inquired about what type of maintenance they can do. Mr. Garmong stated no minors are allowed in communities if they are uneasy with tasks assigned, but there is always supervision and work sites are always monitored by his office.

Mr. Garmong reported on a recent award his office received for good performance. Their office will be closed on Friday, May 21st, for a few hours to attend a luncheon at Moonwinks in honor of their award by the Workforce Investment Board (WIB). John Stevens will be the guest speaker. J. Garmong presented the 19 page "Performance Report" that his department needs to be in compliance with for WIB (attached). He noted in the last 4-5 years, his office has increased their funding to \$110,000. If goals are not attained, then they risk being sanctioned which would result in the loss of their funding. He reported this has never occurred in the history of Allegany County E&T.

Greater Allegany County Chamber of Commerce / Office of Tourism – Sherry Grugel, Executive Director of the Chamber, reported on the recent public relations tour that was provided for five travel writers visiting from New York City, who write for different national magazines. They were provided accommodations at a cottage on Cuba Lake and visited Moss Lake for a sponsored luncheon on the edge of the lake. Wellsville Creative Arts Center provided dinner and they toured Cuba, Angelica, Alfred and Wellsville with Craig Braack, Robert Dorsey and Rinker Oil providing guided tours. Over 22 volunteer entities participated and the event was a huge success with the writers leaving "very impressed" with Allegany County and excited to return for the Garlic Festival.

New York State has approved sponsoring one of the hot air balloons as an advertising initiative during the Greater Wellsville Balloon Rally. The office is currently working on the Summer Guide brochures which should go to press today. The advertising revenue initiative is on-going and currently \$5,000 has been sold for guide advertisements with local businesses. A part-time intern started on Monday and a motorcycle event is being planned.

Planning Department – Planner Kier Dirlam reported the Planning Board meeting scheduled for this evening has been postponed until next Wednesday. The County Planning Board will be attending a seminar at Alfred University. There will also be a public hearing on June 16th at 5:00 p.m. in the County Legislative Chambers regarding outdoor wood boilers.

Chairman Sinclair reported the Western New York Rural Health Network is sponsoring a seminar, "Delivery by Design / Complete Streets" to be held May 26th from 5:30-8pm, including dinner. Anyone interested should contact Carrie Whitwood.

Chairman Sinclair reported the county is now GIS capable and K. Dirlam is working to acquire software and take advantage of a one site license so any county agency can access and utilize the GIS system. This would prove beneficial to 911, Sheriff Department, County Attorney, Tax Maps, and Soil & Water District.

Cornell Cooperative Extension - Tom Palmiter gave an update on his department and their involvement with finding best land usage for landowners and county properties. He also works with animal welfare issues, farm energy audits and attended a recent robotic milker tour. Their agency sponsored a "Visit the Farm" day in Allegany County which consisted of a "Drive Yourself Tour" to multiple farms (i.e., dairy, maple, timber, greenhouses). The Cooperative Extension Annual Dinner will be in November and the topic will, again, be "Local Foods." Chairman Sinclair asked that he provide dates and upcoming events to the Tourism Office to be included on the events website.

Soil & Water Conversation District – Chairman Sinclair introduced Scott Torrey as the new Director for the Soil & Water Conservation District.

Referral on Horse Trail Development on County Lot

Gail Bartas and Bill Dibble, Allegany County Saddle Horse Group representatives, reported on the current NYS trails restrictions in Allegany County and the recent closure by New York State of truck trails connected to the trails. Twenty-seven trails have been closed with an additional 38 closures a few days later. These closures are creating inaccessibility to the horse trails which affects our tourism recreational venue. They were proposing any consideration the committee could provide to assist their group with developing county lands to access state lands. The county land is accessible and connects to the state lands (see attached letter from Legislator Healy).

Chairman Sinclair commented the committee could investigate these issues and address county liability and insurance. Legislator LaForge inquired who the other principals were in the Allegany Trails to which Mr. Dibble responded Cuba and Wellsville attorneys and Tom Windus of Scio. He also commented that Allegany Trails and the Saddle Busters Group do carry their own insurance. County Attorney Miner spoke on county liability versus individual insurance policies and liability could still fall back on the county. Legislative Chairman Crandall proposed the county look into increasing efforts for access to the state lands not costly to the state. This situation did not arise until NYS enforced the closures. Chairman Sinclair entertained a motion to refer the matter to the County Attorney's Office and County Administrator's Office regarding "issues concerning liability and more specifically, development of a map based map proposal." Motioned by Legislator LaForge; seconded by Legislator Healy. Motion carried 5-0; w/3 absent. **REFERRED TO COUNTY ATTORNEY AND COUNTY ADMINISTRATOR**

Genesee River Wilds / Connecting Trails / Control of Erosion

A mission and strategies report was presented for the Rochester to Williamsport Greenway. It is proposed for a trail to connect the greenway from Rochester to Williamsport, PA. There is a need for a connection from Belfast to Wellsville to join the Wag or River Trail. Easements will be required along the river and this will be a large undertaking as there is extensive erosion on the path. The Genesee River Wilds Group is interested in developing "pocket parks" along the river and the responsibility of this

committee will be to assist with getting the three entities together (Genesee River Wilds Group, private landowners and Rochester-Williamsport Greenway) and co-utilize funding.

A motion was made by Legislator Pullen, seconded by Legislator Healy and carried to adjourn the meeting at 12:07 p.m.

Respectfully Submitted:

Cathleen L. Whitfield
Recording Secretary

**PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
MEETING MINUTES
JUNE 16, 2010**

**** NOT APPROVED ****

Members Present: F. Sinclair, D. Pullen, M. Healy, T. Hopkins, K. LaForge, P. Curran, C. Crandall

Absent: T. O'Grady, A. McGraw

Others Present: D. Fanton, J. Margeson, T. Miner, M. Alger, B. Rigby Riehle, J. Foels, J. Garmong, S. Grugel, K. Dirlam, L. Gridley, and W. Brown

Call to Order: The meeting was called to order by Chairman Fred Sinclair at 10:53 a.m.

Approval of Minutes

A motion was made by Legislator Healy, seconded by Legislator Curran and carried to approve the minutes of May 19, 2010.

Board Appointments

Chautauqua, Cattaraugus, Allegany and Steuben Southern Tier Extension Railroad Authority - The Chairman of the Legislative Board plans to reappoint Timothy O'Grady of Wellsville, New York, for a three-year term commencing August 28, 2010 and expiring August 27, 2013, subject to confirmation by the Board of Legislators. Chairman Sinclair entertained a motion to recommend this appointment. Motioned by Legislator Pullen; seconded by Legislator Healy. Motion carried 6-0; w/2-absent (T. O'Grady and A. McGraw). **PREPARE A RESOLUTION.**

Employment & Training Director - The Chairman of the Legislative Board plans to reappoint Jerry Garmong of Friendship, New York, for a three-year term commencing August 25, 2010 and expiring August 24, 2013, subject to confirmation by the Board of Legislators. Chairman Sinclair entertained a motion to recommend this appointment. Motioned by Legislator Hopkins; seconded by Legislator Healy. Motion carried 6-0; w/2-absent. **PREPARE A RESOLUTION.**

Transfer of Funds

A Memorandum of Explanation was presented by J. Garmong, E&T Director, requesting the Board of Legislature approve a resolution for the transfer of funds in the amount of \$73,200 within appropriated budget accounts. There will be no increase in budget or fiscal impact. Upon discussion, Legislator Hopkins motioned to approve the transfers and refer to Ways & Means Committee; seconded by Legislator Healy and carried 6-0; 2 absent. **REFERRED TO WAYS & MEANS COMMITTEE.**

Legislator Hopkins asked about the status on the Employment & Training Summer Program. J. Garmong reported he received an update just yesterday and that state has allotted \$15.5 million, of which \$75,000 is Allegany County's share. He will be able to put 25-30 more individuals to work, putting his total at approximately 50, which is down 40% from last year. Chairman Sinclair questioned the condition of the Employment & Training Building and J. Garmong stated it has been kept up well and is functional. The windows are problematic as some don't close properly and there is a crack in the basement wall. The sidewalk has been repaired and he commended the County Public Works Maintenance Department on the excellent job they do to keep meeting the needs of the building as he requests.

Saddle Horse Group

A report from the County Attorney's office, regarding the legal issues concerning the Saddle Horse Group using County Reforested Lands, was disbursed. There was discussion regarding:

- Establishment of access parking areas
- Responsible parties for maintenance of trails; trail erosion
- Usage and concerns of trails
- Public land being available for the general public's use
- Setting precedent for county land use

County Attorney Miner clarified that the County can restrict uses and leases should not be created for individual groups, however, agreements for recreational use of the lands could be established. There was question as to setting a precedent allowing individual groups to have access. T. Miner gave an update on the law regarding land usage, i.e., no ATV access. It's one thing to access land to ride trails and another to create trails. Risk needs to be minimized. Legislator Pullen suggested individual groups provide liability insurance or bond and Attorney Miner agreed that hold-harmless agreements should be recommended.

Legislator Curran recommended that the Equestrian group define their needs and proposal regarding trails and access. Chairman Sinclair entertained a motion to authorize the County Attorney to work with the horse group and bring a proposal to this committee for review. Motioned by Legislator Curran; seconded by Legislator Hopkins, and carried 6-0; w/2-absent.

Good of the Order

Office of Development/IDA - J. Foels reported on active projects in place noting County Route 20 has active prospects; the OFA/Veterans building is on track and within budget; and he is working with County Planner Kier Dirlam regarding the Swain Ski Resort and potential purchase by the owners currently leasing resort. J. Foels commended the committee and Legislative Board on their confidence in bringing Kier Dirlam on board as Planner. The County Planner position is significant with the implementation of the Comprehensive Plan. The Comprehensive Plan Implementation Group (CPIG) is active and moving forward.

Friendship Empire Zone – W. Brown reported that the Empire Zone Program will sunset June 30, 2010, with a possible extension pending state legislation. However the program will still need monitoring for businesses that are grandfathered and this responsibility will fall to the Friendship Empire Zone Board. The Board will be responsible for updates on the 85 businesses whose benefits remain in place for nine more years and the collection and entering of data on the NYS database. There will be no more certifying for new businesses. As of 6/30/10, there is a \$5,000 fund balance in the Empire Zone budget from the county participation. These funds can be used for consultant fees to process the annual state reports and any other necessary documentation. This program has worked well for the county as the \$4 million in tax credits returned to the 85 businesses came back to the county, which can be used for new investments and employees. There is over a 30-to-1 benefit back to Allegany County compared to what it costs the county in tax credits. If the extender bill is passed, NYS may extend the Empire Zone Program until March 2011, which is the end of the state fiscal year. J. Foels suggested that W. Brown serve as the consultant at such time reports need to be processed and follow-ups with companies. The Empire Zone Board will be meeting again on June 28th and any future meetings will be on an "as-needed" basis. J. Foels reported W. Brown has communicated well with all the existing businesses so they are aware of their future contact person for any concerns or questions. He also thanked Wendall for his efforts over the past 9 ½ years as Director of the Friendship Empire Zone. Chairman Sinclair also thanked Wendall on

behalf of the committee and noted he has been a great asset to our economic development efforts.

County Planner - K. Dirlam reported he is putting together a project list based on the request for stimulus monies and Southern Tier West listing. The Implementation Committee (CPIG) has until July 4th for input and comments and then it will be presented to the full legislative board. Chairman Sinclair expressed concern the list is sterile and won't be a good fit to add as an addendum to the Comprehensive Plan, to which K. Dirlam pointed out it's only a starting point. K. Dirlam gave an update on tourism efforts he has assisted with and the Genesee River Wilds project. There are issues regarding canoe access and hiking trails and signage for more accessibility during county tourism events.

Tourism / County Chamber – S. Grugel presented the committee with the new Events Guide and Spring/Summer guide. They are currently working with the County Planner on scenic and motorcycle tours. S. Grugel is also working with the county planner to determine signage and information kiosk placement. S. Grugel has also met with Alfred State College to determine a project for students and they may be doing a mapping of farms in the county. S. Grugel updated on the Genesee River Wilds Preservation (GRWP) - their NYS Parks and Recreation & Rural Preservation Association has placed the Genesee River Wilds Preservation in the NYS Master Plan. This is great news for the County and the GRWP as it will help with funding opportunities. S. Grugel will attend a meeting in Rochester tonight regarding the formation of Blueways (a system of water trails). This will also be a key component for the Rochester to Williamsport, PA Greenway trail system.

Hazard Mitigation Plan – Chairman Sinclair reported there have been two regional meetings that were well attended. The next two meetings are scheduled for tomorrow, June 17th, at the Crossroads Center with a morning and afternoon session. Updated information has been gathered from the townships for compilation with the old plan. The Town of Friendship was assisted with filing an application for a \$75,000 mitigation project to protect the sewer line. The application was a complicated and detailed process and County Planner Kier Dirlam assisted with providing maps. There is \$9 million in funds available and townships will need assistance in any future application process. There was discussion to consider a contractual arrangement to help the municipalities get their applications prepared.

Alfred Conference – Chairman Sinclair attended a planning conference yesterday on sustainability. There will be another conference in 2011.

Outdoor Wood Burning Legislation - Legislator Pullen reminded those in attendance that the Public Hearing was tonight at 5pm regarding state legislation for restrictions on outdoor wood burning units.

A motion was made by Legislator Hopkins, seconded by Legislator Pullen and carried to adjourn the meeting at 11:51 p.m.

Respectfully Submitted:

Cathleen L. Whitfield
Recording Secretary

**PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
SPECIAL MEETING MINUTES
JULY 2, 2010**

**** NOT APPROVED ****

Members Present: F. Sinclair, D. Pullen, M. Healy, K. LaForge, P. Curran, C. Crandall

Excused: T. O'Grady, A. McGraw, T. Hopkins

Others Present: D. Fanton, N. Ungermann, J. Margeson, T. Miner, M. Alger, J. Foels, and K. Dirlam

Call to Order: The meeting was called to order by Chairman Fred Sinclair at 8:30 a.m.

Memorandum of Explanation – ACCORD Corporation – Chairman Sinclair re-read Resolution #143-10 that was voted down at the full Legislative Board Meeting on 6/28/10 regarding the grant writing proposal with ACCORD Corporation for grant writing services to Allegany County. Chairman Sinclair presented a Memorandum of Explanation to provide clarity of the contract focus and examples of grant sources for which applications could be submitted. The focus will be on grants associated with economic development. The floor was opened to discussion and questions by members present.

Items discussed:

- ACCORD Business Center funding from New York State
- Future funding and management of small business programs if state does not provide funding
- Grant writing expectations from ACCORD and services to qualify; specifically economic development and planning to be a priority; as other agencies already have their own grant writers in place
- Using consultants for grant writing needs; however a local structure is still needed to manage grants. Consultant fees are higher than ACCORD fee.
- Hiring a full-time grant writer versus using outside agencies and cost effectiveness
- Timeframe for assistance to ACCORD Small Business Center in return for grant writing services

Legislator Ungermann referred to job descriptions for County Planner and Assistant County Administrator for their assistance in grant writing and voiced his concern with contracting to ACCORD when there are county employees in place to do this work. Chairman Sinclair restated that the purpose of this assistance to ACCORD is for the continuation of the Small Business Center, Revolving Loan Fund Program and Entrepreneurship Program. It is not solely about grant writing and hiring others when ACCORD can provide this service in return for our assistance. It was stressed this is just an interim assistance until the state approves their budget. County Attorney Tom Miner remarked this agreement would be more like a retainer of \$36,000 for 600 hours of service. If the hours are not utilized, then repayment would be in order. There was consensus that individual grant writers do not always manage programs once they are awarded. There is always the need for additional staff to manage the grant programs, which is something ACCORD can do also.

The question was raised if attaching a financial incentive to their success would be a possibility, to which County Attorney Miner replied ACCORD would keep track of their hours and providing incentives raises legal issues that he would need to check.

Legislator Ungermann expressed a concern regarding ACCORD looking for a “hand-out” because the state hasn’t come through with funding and noted there are several agencies that have to adapt when the state reduces funding and the county can’t be utilized as that source. Attorney Miner stated this is not a “hand-out” as they are illegal, which is why there is an agreement in place for them to provide a service in return. Legislators Curran and LaForge also reiterated we are being provided a service and that the small businesses in Allegany County are a part of our sales force and we should consider them as well. The small businesses are definitely receiving a benefit from these programs with assistance in training and the revolving loan fund. Legislative Chairman Crandall thanked John Margeson and Tom Miner for their help in keeping the business center going and stated he would still support this proposal even if the grant writing was not attached to it. The Business Center is one of the vital programs in place to help keep small business alive in Allegany County. Legislator Pullen also expressed his support for the Business Center and he has attended all the entrepreneurship recognition programs and has seen the success through new businesses and jobs.

A question was raised that the Memorandum of Explanation presented does not refer to the Small Business Center and should there be a modification. Chairman Sinclair noted that it was crafted this way because there was no mention of the Center specifically in the contract. Legislator Curren stated that some resolutions presented to the Legislative Board are not always clear in explanation for them, or the general public, and suggested giving a short explanation during the board meeting. Legislative Chairman Crandall said this type of resolution should have an explanation by the Chairman or Planning and Economic Development Board for the benefit of the legislative board members, press and people in attendance. The resolution will be clarified when presented for vote.

Resolution

Chairman Sinclair entertained a motion to resubmit Resolution #143-10, as a new resolution to the Ways and Means Committee, for approval of a grant writing agreement between Allegany County and the ACCORD Corporation. Motioned by Legislator Pullen; seconded by Legislator Healy and carried 6-0, w/3 absent. **REFERRED TO WAYS AND MEANS COMMITTEE – PREPARE RESOLUTION.**

A motion was made by Legislator Pullen, seconded by Legislator Curran and carried to adjourn the meeting at 9:08 a.m.

Respectfully Submitted:

Cathleen L. Whitfield
Recording Secretary

**PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
MEETING MINUTES
JULY 21, 2010**

**** NOT APPROVED ****

Members Present: F. Sinclair, M. Healy, K. LaForge, P. Curran, C. Crandall

Absent: D. Pullen, T. O'Grady, A. McGraw, T. Hopkins

Others Present: D. Fanton, J. Margeson, M. Alger, J. Foels, K. Dirlam, C. Braack, S. Grugel, R. Taylor

Call to Order: The meeting was called to order by Chairman Fred Sinclair at 11:07a.m.

Approval of Minutes

A motion was made by Legislator Healy, seconded by Legislator Curran and carried to approve the minutes of June 16, 2010.

A motion was made by Legislator Curran, seconded by Legislator Healy and carried to approve the Special Meeting Minutes of July 2, 2010.

Historical Society

Chairman Sinclair introduced Ronald Taylor from the Allegany County Historical Society who presented packets and information regarding the Society. The invitation was extended as the County Historian reports to the Planning & Economic Development Committee. Mr. Taylor spoke of goals and aspirations of the Society and the work involved to make it a success. He is a native and has been a strong supporter and volunteer for Allegany County. He created his own website for the Historical Society and has maintained it through today. One of his goals is to form a county-wide Historical Society and has extended contacts from his website. The Society was formed as a Not-for-Profit Corporation legally in the '70's through New York State. In later years it became dormant due to inactivity. He spoke with Albany in January 2010 and learned the charter could be revived with five new trustees, and effective April 20, 2010, the 501c3 was established. Mr. Taylor spoke of seeking interest from the northern end of county and they are looking to purchase a new site for a museum and genealogy research center, as genealogy seems to be of great interest. Mr. Taylor will gift his website to the new Society and has made arrangements for Alfred University to modernize and update the site. They have received a small grant from the Allegany Area Foundation for office equipment but are looking for more funding and donations. He opened the floor to questions and Chairman Sinclair noted it was a positive thing looking for a museum location and that our county has large numbers of records and museum pieces. There was discussion regarding the parallel with the County Historian and the County Historical Society. Mr. Braack commented the Historical Society was an excellent resource for Allegany County as he does not have the time or resources to coordinate a museum project of this magnitude, but will work closely with the Society and provide any assistance they may need. He mentioned there is a lot of overlapping between townships and there is tremendous potential for this to be successful as there are many private collections waiting for a museum site, due to lack of space in the small township museums, and the County Museum. Legislative Chairman Crandall commented on Mr. Taylor's website and how easily you can maneuver around it and

that bringing all the townships and groups together is a positive step. Mr. Taylor noted he will be meeting with the town Historians and working to get them involved. Site locations were discussed with two possibilities in Belmont.

Craig Braack invited all to attend the Allegany County Fair. He noted that every year his booth hosts a new theme and this year he has a new item of interest, so come check it out.

Hazard Mitigation Plan Update

A resolution was presented authorizing funding for the completion of the multi-jurisdictional Hazard Mitigation Plan Update and authorizing an extension of the contract with Walker Business Services for performance of said work.

Be it resolved that \$14,000 be allocated to complete the HMP update and the contract extension include up to an additional 667 hours of work. There was discussion on where the funds would be allocated from and County Administrator Margeson noted there were surplus funds in the Planning .1 budget and the contingency fund.

County Administrator John Margeson asked how many hazard mitigation projects are currently in the county. Chairman Sinclair responded approximately 150 projects are high priority and 75 areas are sensitive to failure or flood damage. There are four to five spots along the Genesee River that are harmful to Route 19 and the railroad. There has been great assistance from the County DPW regarding these issues.

Chairman Sinclair entertained a motion to approve the resolution and refer to the Ways and Means Committee. Motioned by Legislator Curran; seconded by Legislator Healy and carried 5-0 w/4 absent. **PREPARE RESOLUTION AND REFER TO WAYS & MEANS COMMITTEE.**

County Space Needs

A resolution was presented directing the Office of the County Administrator to prepare an assessment of the space needs in the county departments and in support of operations at the county campus.

Be it resolved that the Office of the County Administrator is, hereby, directed to prepare a space needs assessment and that all Department Heads are directed to cooperate in the preparation of said assessment.

Legislative Chairman Crandall noted the resolution for a space needs study update by Labella Associates was tabled at a previous Legislative Board meeting. There was discussion regarding apprehension by committee members with architects approaching department heads without county leadership involved. County leadership would assist with keeping department needs within reason. This would not reduce the cost of architectural services, but provide focus and base of needs.

Chairman Sinclair entertained a motion to approve the resolution and refer to the Court Facilities and County Space Needs Committee. Motioned by Legislator Healy; seconded by Legislator Curran and carried 5-0 w/4 absent. **PREPARE RESOLUTION AND REFER TO COURT FACILITIES and COUNTY SPACE NEEDS COMMITTEE**

Transfer of Funds – Planning Department

A resolution was requested to transfer funds from the Comprehensive Planning & Implementation Group account to the Planning Department Equipment account in the amount of \$7,773 for the purchase of GIS Arc Editor and Arc Publisher software. County Planner Kier Dirlam explained the funds allocated were not sufficient in the 2010 Planning Budget, and that a future maintenance agreement fee will need to be factored in for annual updates. If there is no maintenance, then you are looking at a \$7,000 expense every two years for software. Tax Maps currently has this software in place, however, licenses cannot be shared resulting in the Planning Department's need to purchase software. Chairman Sinclair supports the GIS and remarked it is invaluable to the county and we are fortunate to have a Planner who knows how to operate the system. Chairman Sinclair entertained a motion to approve the transfer of funds and refer to the Ways and Means Committee. Motioned by Legislator Curran; seconded by Chairman Sinclair and carried 5-0 w/4-absent. **PREPARE RESOLUTION AND REFER TO WAYS AND MEANS COMMITTEE**

A second resolution was requested to transfer funds within the Planning Department budget from A8020.4 to A8020.2; in the amount of \$2,790; for the purchase of a plotter. Upon discussion of plotter costs, Chairman Sinclair motioned to accept the transfer and refer to Ways and Means Committee; seconded by Legislator Healy. Motion was carried 5-0 w/4absent. **PREPARE RESOLUTION AND REFER TO WAYS AND MEANS COMMITTEE**

A motion was made by Legislator Curran, seconded by Legislator Healy and carried to adjourn the meeting at 12:06 p.m.

Respectfully Submitted:

Cathleen L. Whitfield
Recording Secretary

**PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
MEETING MINUTES
AUGUST 18, 2010**

**** NOT APPROVED ****

Members Present: F. Sinclair, M. Healy, D. Pullen, K. LaForge, P. Curran, A. McGraw, C. Crandall

Absent: O'Grady, T. Hopkins

Others Present: D. Fanton, J. Margeson, T. Miner, M. Alger, T. Ross, B. Rigby-Riehle, J. Foels, K. Dirlam, J. Garmong, S. Torrey, L. Bliven, B. Quinn (Wellsville Daily Reporter)

Call to Order: The meeting was called to order by Chairman Fred Sinclair at 10:06 a.m.

Approval of Minutes

A motion was made by Legislator Healy, seconded by Legislator Curran and carried to approve the minutes of July 21, 2010.

Transfer of Funds – Office of Development

J. Foels requested a resolution to transfer funds within the Development budget from .4 to .2- Equipment, in the amount of \$525, to purchase a laser printer for compatibility with the County AS400 Accounting System to print payroll and audit reports. The IT Department has been given prior notice of printer request. Chairman Sinclair entertained a motion to approve the transfer. Motioned by Legislator Pullen; seconded by Legislator Curran and carried 7-0 w/2 absent. **PREPARE RESOLUTION**

Old Business

- Chairman Sinclair reported on a discussion with Bill Dibble regarding the horse trail system and usage of land. He provided a copy of and suggested Mr. Dibble and the Horse Trail Committee read the memorandum provided by the County Attorney and that their group develops a proposal to bring back to the County Attorney and the Planning & Economic Development Committee for review.
- Chairman Sinclair gave an update on the Hazard Mitigation Plan and noted they are about two weeks behind schedule and are hopeful to submit the update by month end. This filing will hopefully coincide with the FEMA review phase.

Department Reports

Office of Development – Director John Foels attended a briefing in Jamestown with Dennis Mullen, Chairman of the Excelsior Program designed to replace the Empire Zone which sunset on June 30, 2010. It is a different program with different parameters. He was joined by other developers in the Southern Tier area. The program will be run through the Buffalo Regional Office and its staff will work with the Southern Tier area. Mr. Foels re-emphasized that any companies currently certified in the Friendship Empire Zone will continue to receive zone benefits for their term. The

new Excelsior Program does not affect any companies currently certified in the zone. This program is for **new** companies and projects only. There will be a workshop in mid-September with the Southern Tier developers. Chairman Sinclair questioned if there would be any local reimbursements with the new program. J. Foels said there would be no reimbursement and the program would run similar to the former Empire Zone Program but with a different structure. It will target different industries, levels of employment and invest in technology and buildings. J. Foels then gave an update on the cost benefits per NYS regulations.

Employment & Training Department – Director Jerry Garmong presented a Memorandum of Explanation requesting a resolution for acceptance and budgeting of grant funds to appropriate funds in the amount of \$62, 821. The funds were the remainder of the stimulus funds made available through the Workforce Investment Board (WIB). There is no obligation for matching funds by the county. Chairman Sinclair entertained a motion to refer to the Ways and Means Committee for a resolution to accept the grant funds and budget to the appropriate accounts. Motioned by Legislator Healy; seconded by Legislator Curran and carried 7-0 w/2 absent.
PREPARE RESOLUTION AND REFER TO WAYS AND MEANS COMMITTEE

Summer Youth Program – Director Garmong reported the program is winding down and continues to be a successful and excellent program for our local youth. This year the program employed 59 youth with 32 at BOCES and 27 employed in the private/public sector. Three individuals will continue working with their current employers and six are entering college. The students involved with the cleaning of the trail between BOCES and Genesee Valley Central School did an excellent job at making it usable. The program was accident-free this year and there were 150 total applications. Of those, approximately 120-125 were eligible, as it is an income-based program. The program does not require local funds and is federally funded through the State Labor Department.

Cornell Cooperative Extension – Lynn Bliven reported they are currently sharing administration services with Chautauqua County. She reported on the Emerald Ash Borer beetle and that it has been identified in Livingston, Steuben and Cattaraugus Counties. To date, there have been **no** reported cases in Allegany County. A public meeting was held in the Randolph area and one will be held for this area in the fall, if there is enough interest. Legislator LaForge questioned moving wood and any regulations. Ms. Bliven reported there is a 50 mile radius ban in New York State that has been in effect for two years. Currently Chautauqua and Cattaraugus Counties are the only quarantined areas. Saw lumber can be moved with some restrictions, but you need to contact her office for details. Any local resident moving lumber needs a “self application” which is provided by her office. This application should be in your possession, if you are stopped, that indicates where wood was sourced and delivery location. There was discussion regarding transporting wood to manufacturers and any restrictions. Ms. Bliven noted there are regulations for foresters and manufacturers and there are applications for this process and to contact her office.

Soil & Water Conservation – Director Scott Torrey reported on their building project which should be completed by year-end. He recently met with State representatives and there will be another round of grant funding. His office continues to work on a

forestry plan. Chairman Sinclair informed Director Torrey that Soil & Water will receive a copy of the proposal from the Horse Trail Group regarding the Travis lot.

Planning Department – County Planner Kier Dirlam gave an update on the tower project on Ackerman Hill Road. He spoke with Richard Zink of Southern Tier West and the agreement has been worked out between both parties. The contract has been implemented with SAIA and foundation work will start next week. He updated the committee on the shortage of Planning Board Memberships. He has one interested party to fill the vacancy in District 1, Fillmore resident Benjamin Lipscomb. The necessary information has been sent to the Legislative Office for approval of appointment. This position will fill a vacant un-expired three-year term, effective immediately and expiring December 31, 2012.

Chairman Sinclair entertained a motion to accept Benjamin Lipscomb as a member of the Allegany County Planning Board subject to confirmation by the Board of Legislators. Motioned by Legislator Pullen; seconded by Legislator Curran and carried 7-0 w/2 absent. **PREPARE RESOLUTION**

K. Dirlam further noted it has been difficult to have a quorum at Planning Board meetings, as NYS regulations require the quorum be based on the total membership, which should be eleven members. Typically there are two members from each district and one at-large member. An additional three memberships are needed; for District III (one member) and District II (two members). Mr. Dirlam requested if anyone is aware of other individuals who would be interested, to contact him. He encourages Planning Board Members from local townships. Meetings are held at the Crossroads Center every third Wednesday of the month. He also noted that training for Planning Board Members is mandated annually at 4 hours per person per year. Funding was requested in the 2011 budget for this expense.

Legislator Pullen revisited the data on the tower presented by Mr. Dirlam and reported that he spoke with Jerry Scott of the Communications Ad Hoc Committee who raised the question, “with technology at the site, there’s a need for a building where the equipment is housed that is heated and cooled. Did the price for tower include the construction of such a structure?” K. Dirlam responded that the agreement was for the tower only. The older structure currently on site is working okay. There is a known need for a new building on that site and Fire Service is aware of this. A new structure will also provide better security. After discussion, Chairman Sinclair entertained a motion for a referral to the Public Safety Committee and John Tucker for available funds through 911 or Homeland Security to build a new structure to house the tower equipment on Ackerman Hill Road. Motioned by Legislator Pullen; seconded by Legislator Sinclair and carried 7-0 w/2 absent. **REFER TO PUBLIC SAFETY COMMITTEE**

Executive Session

A motion was made by Legislator Healy to enter into Executive Session at 10:40 a.m., to discuss Economic Development Initiatives and Contractual/Legal Issues. Seconded by Legislator Curran and carried 7-0 w/2 absent.

Regular Session

A motion was made by Legislator Healy to return to Regular Session at 12:00 p.m. Seconded by Legislator Curran and carried 7-0 w/2 absent.

Adjournment

A motion was made by Legislator Curran, seconded by Legislator Healy and carried to adjourn the meeting at 12:01 p.m.

Respectfully Submitted:

Cathleen L. Whitfield
Recording Secretary

**PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
SEPTEMBER 14, 2010**

**** NOT APPROVED ****

Members Present: F. Sinclair, D. Pullen, M. Healy, K. LaForge, C. Crandall

Absent: T. Hopkins, T. O'Grady, P. Curran, A. McGraw

Others Present: J. Margeson, T. Miner, D. Fanton, B. Rigby Riehle, J. Foels, K. Dirlam, L. Bliven, L. Gridley

Call to Order: The meeting was called to order by Chairman Fred Sinclair at 10:04 a.m.

A motion was made by Legislator Healy, seconded by Legislator Pullen and carried the minutes of August 18, 2010 were approved.

Old Business:

Hazard Mitigation:

Chairman Sinclair gave an update on the Hazard Mitigation Plan. The Draft plan has been completed and submitted to the FEMA (Federal Emergency Management Agency) office for their approval. Once the plan has been approved twenty-eight towns and ten villages and the County will need to adopt the plan. Chairman Sinclair commended Heather Garrish on a job well done updating the Plan. There will be yearly meetings to assess the progress of various projects that are included in the plan. Further funding will also be addressed, to further address these issues. The new plan will be included on the County web site soon, under the Comprehensive Plan link already established. The \$14,000 funding that has been allocated to upgrade the Plan will continue to be used to review applications that have currently been filed.

Ackerman Hill Tower:

Chairman Sinclair gave an update on the Ackerman Hill Tower.

Department Reports:

Lynn Bliven – Cornell University Cooperative Extension:

Ms. Bliven stated September 13th – September 17th is New York State Harvest week. Cornell Cooperative Extension has challenged the schools in the county to incorporate the locally grown produce into their daily menus. Cornell Cooperative Extension is also implementing their By-Local Campaign for area residents through on line, brochures and other various advertisement venues. Visit the Farm Day will take place on Saturday, September 25th, 12 farms will be participating in the tour throughout Allegany and Cattaraugus County, there are brochures to advertise the tour.

Legislator Chairman Crandall inquired about having the Cornell Cooperative Extension advertise in the NYSAC (New York State Association of Counties) weekly wire to promote Allegany County agriculture.

Legislator Pullen stated Dianne Baker – Director of Cornell Cooperative Extension is currently working with Chautauqua County for management services along with her responsibilities with Allegany/Cattaraugus. He commended her on her efforts to collaborate efforts with all three counties. Ms. Bliven stated the agriculture team has been working with all three counties for years now along with Wyoming County at various times, on various programs. It gives added expertise in certain fields. They all have a good working relationship.

Chairman Sinclair asked Ms. Bliven if there is an impact on tax revenue by products sold at Farmer's Markets? Ms. Bliven stated that the produce sold is food products so there is no tax revenue, but if prepared food is sold the tax is handled through the merchants business. If flowers or bedding plants are sold they are taxed.

Chairman Sinclair also asked Ms. Bliven if she could research how much profit a farmer realizes on crops produced on prime farm land. What crop value over costs is there per acre?

John Foels Director, Development Office:

Mr. Foels gave an update on various business prospects in the county.

Mr. Foels announced the retirement of Robert Iszard – Project Manager of the Western New York Region of the Empire State Development. He is working out of the Crossroads Conference Center. Mr. Foels stated the Buffalo Office has not made any plans to replace Mr. Iszard at this time.

On September 30, 2010 the Office of the Aging will be hosting a dedication ceremony at their new office at the Crossroads Center in Belmont.

Kier Dirlam County Planner:

Mr. Dirlam gave an update on the Swain Ski Center progress regarding new events and future development plans.

Mr. Dirlam stated the final plans and approval for the new tower on Ackerman Hill have been completed. Installation of the new tower is expected to begin immediately.

Mr. Dirlam invited the committee to attend the County Planning Board meeting on September 15, 2010 at the Crossroads Center at 7:30 p.m.

Mr. Dirlam invited the committee to attend the Genesee River Wild meeting on September 25, 2010 from 3:00 – 8:00 p.m. at Cuba Specialty Products in Fillmore. The guest speakers will include Steve Sentz, Allen Kerkeslager, and Senator Young to discuss the connection of trails and rivers for approximately 230 miles. This will be a great tourism promotion endeavor from Rochester through Pennsylvania.

Mr. Dirlam stated that in 2007 the HUD Plan was revised. Part of the Plan requires that the Planning Board review the plan yearly. Chairman Sinclair asked that the Plan be distributed to the Planning Board. A motion was made by Legislator Healy, seconded by Legislator Pullen and carried to approve a referral to the Planning Board requesting a

yearly review of the HUD Plan be performed. **REFERRAL TO THE PLANNING BOARD**

Good to the Order: None

Executive Session:

A motion was made by Legislator Pullen, seconded by Legislator Sinclair and carried to go into executive session at 10:47 a.m. to discuss economic development initiatives. A motion was made by Legislator Pullen, seconded by Legislator Healy and carried to go out of executive session at 11:31 a.m.

New Business:

Mr. Foels discussed the recent fire at Baldwin Forests Products and the progress that has been made.

Chairman Sinclair discussed the tabled resolution involving ACCORD Corporation. Due to the State reduction in funding to ACCORD Corporation, various programs might have to be cut. The need to keep some of these programs was discussed.

A motion was made by Legislator Healy, seconded by Legislator Pullen and carried to adjourn the meeting at 11:48 a.m.

Respectfully Submitted:
Alice Alsworth

**PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
OCTOBER 20, 2010**

**** NOT APPROVED ****

Members Present: F. Sinclair, D. Pullen, M. Healy, K. LaForge, C. Crandall

Absent: T. Hopkins, T. O'Grady, P. Curran, A. McGraw

Others Present: J. Margeson, T. Miner, M. Alger, B. Rigby-Riehle, T. Ross, S. Torrey, L. Bliven, S. Grugel, G. Hanchett, R. Whitney, L. Gridley

Call to Order

The meeting was called to order by Chairman Fred Sinclair at 11:11 a.m.

Approval of Minutes

A motion was made by Legislator Pullen, seconded by Legislator Healy to approve the minutes of September 14, 2010. Motion carried 5-0 w/4 absent.

OLD BUSINESS

Hazard Mitigation Plan Update - Chairman Sinclair reported that Heather Garrish, the individual updating the plan, has accepted a full-time position at the Wellsville High School. The Draft plan has been completed and submitted to the FEMA (Federal Emergency Management Agency) office for their approval. Once we receive the edits from FEMA, it is anticipated Ms. Garrish will help assist with the next process. All designated funds from Homeland Security have been expended along with the \$5,000 from the Comprehensive & Planning Implementation Group. Of the remaining \$14,000 earmarked for the project, \$3,300 has been expended leaving a balance of \$10,700 to complete the project. J. Margeson commented that these funds could be encumbered to 2011 for expenditure. Due to time restrictions, Chairman Sinclair will report next month on the five communities who have applied for Hazard Mitigation funding.

NEW BUSINESS

Farm Bureau Resolution – The following resolution was presented to members for review and consideration by the Allegany County Farm Bureau: “Expressing opposition to the Chesapeake Bay Total Maximum Daily Load (TMDL) regulatory proposal by the United States Environmental Protection Agency (EPA) and raising serious concerns regarding the unattainable mandate and lack of parity represented in load allocations for the State of New York compared to other Bay states and watershed jurisdiction partners; and requesting intervention by our elected representatives in the United States Congress, New York State Senate and New York State Assembly in securing a moratorium on regulatory implementation of the Chesapeake Bay TMDL in New York until such objections and concerns are fully addressed.”

Chairman Sinclair requested members to review the proposal and it will be discussed at the November meeting for consideration of a resolution to the board. He also suggested members Google “total maximum daily load” to acquire any further information. Legislator Pullen inquired if dairy farms could be shut down if they are

exceeding the current EPA levels. There was affirmative response that their “discharge” could be shut down, making it more difficult to operate. L. Bliven expressed concern that these regulations could be applied to our area and other sections of the northern Chesapeake watershed.

DEPARTMENT REPORTS

Scott Torrey – Soil & Water Conservation District - S. Torrey presented a Memorandum of Explanation (MOE) requesting a resolution to increase the Director’s per diem meeting rate from \$50 to \$75. The last increase was in 2001. There is no fiscal impact as the money has been budgeted for 2011. Chairman Sinclair entertained a motion to accept the MOE and refer to the County Attorney and Ways and Means Committee. Motioned by Legislator Healy; seconded by Legislator Pullen and carried 5-0 w/4 absent. **REFER TO COUNTY ATTORNEY and WAYS & MEANS COMMITTEE**

S. Torrey also presented the Agricultural Environmental Management (AEM) Annual Report for 2009. He referred to the State Environmental Protection Fund (EPF) section and noted the success of Allegany County. The EPF has been the largest source of agricultural project funding for Allegany County.

Lynn Bliven – Cornell University Cooperative Extension – Ms. Bliven reported that CCE received the Eat Smart NY grant (formerly Food Stamp Nutrition Program) and they are applying for a 3 county (Allegany/Cattaraugus/Chautauqua) Nutrition grant which would expand outreach to elderly population not currently served. Also, working on a Community Food Project grant in conjunction with the Houghton College “Our Common Ground Center” to create a center for educational outreach to both producers and consumers, a retail outlet for farm sales and buying center for residents, facility for value added processing and home preservation use. Ms. Bliven commented this project could be linked to the “Green Business Program” that Gretchen Hanchett, Director of the ACCORD Business Center is writing a grant for.

Sherry Grugel – Office of Tourism & Culture – S. Grugel reported on a recent meeting with the Comprehensive Planning & Implementation Group and the proposal made by the Tourism Office to head up the Kiosk project. She was informed by New York State that matching funds can be used for outdoor signage and graphics, but not for the actual cost of the kiosk unit. Two kiosks should be in place by April 2011 and the two locations will be Cuba Main Street (near pharmacy) and the I-86 Almond Exit (Wilson Farms Gas Station). She is hopeful to purchase additional kiosks for each gateway to Allegany County. Ms. Grugel also reported on the completion of tourism brochures that are map based for winter/summer events, scenic drives, attractions, artisans and hunting. Neighboring counties have been requesting copies of these brochures with contact information so they can create same for their marketing efforts. Ms. Grugel has been talking with Genesee, Wyoming and Orleans counties in an effort to create a Route 19 Corridor Marketing Program. An email was received from NYS with confirmation that \$3.8 million has been set aside for counties for Tourism Promotion. This was down from last year’s \$4.1 million. She is currently working on the grant application and remains cautiously optimistic we will receive funding.

Sherry Grugel – Greater Allegany County Chamber – The Chamber is currently working on their membership drive. The next manufacturing council meeting will be in November and all P&ED board members were invited to attend. Todd Trantum, manufacturing associate in Chautauqua County will be the keynote speaker. It is the goal to form a 3-county manufacturing association partnership in the Western New York Region. Sherry also reported on a new Email program “Constant Contact” which will start with the membership “Buy Local Campaign.”

Gretchen Hanchett – ACCORD Business Center – G. Hanchett reported on the Entrepreneurship Program this year with 21 students. The program is holding its own after some minor struggles last year, and the program scheduled for Spring 2011 is showing interest. They are currently working on a new grant application and also working with ACCORD Corporation on a USDA grant application to develop a “Green Business Program.” A goal is to cluster the Green Business Program within the county for mutual support. An application is also being processed for the Federal and State CDFI grant, but our demographics remain an issue. Ms. Hanchett thanked the committee for their consideration this past year in looking for ways to assist with funding to keep the Business Center going when NYS stopped the release of grant funds. She stressed the importance and need for the Small Business Program in Allegany County.

FORMATION OF COUNTY LOCAL DEVELOPMENT CORPORATION

The Planning & Economic Development Committee has been looking at the creation of a Local Development Corporation (LDC) as a larger umbrella which could funnel resources to specific efforts. Legally, the county can create an LDC; however, County Attorney T. Miner is waiting to discuss the matter with IDA Counsel, Daniel Spitzer of Hodgson Russ, who is experienced in this particular field. Upon discussion, Chairman Sinclair entertained a motion to continue the process and requested County Attorney Minor to engage in discussion with IDA Counsel to begin an outline process and bring results back to the committee with steps to proceed. Motioned by Legislator Pullen; seconded by Legislator Healy and carried 5-0 w/4 absent.

EXECUTIVE SESSION

County Administrator John Margeson asked for a motion to enter into Executive Session at 11:50 a.m. to discuss a potential performance history of a particular corporation. Motioned by Legislator LaForge; seconded by Legislator Pullen and carried.

Chairman Sinclair entertained a motion to return to Regular Session at 12:20 p.m. Motioned by Legislator LaForge; seconded by Legislator Pullen and carried.

Chairman Sinclair entertained a motion for the County Attorney to draw up a resolution to enter into a 12 month contract between Allegany County and J. O’Connell & Associates, Inc. for \$30,000.00, to develop five grant applications for Economic Development purposes. Motioned by Legislator Healy; seconded by Legislator Pullen

and carried 5-0 w/4 absent. **REFERRED TO COUNTY ATTORNEY and WAYS & MEANS COMMITTEE**

A motion was made by Legislator Pullen; seconded by Legislator Healy and carried to adjourn the meeting at 12:25 p.m.

Respectfully submitted,

Cathleen L. Whitfield
Recording Secretary

**PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
NOVEMBER 17, 2010**

**** NOT APPROVED ****

Members Present: F. Sinclair, D. Pullen, M. Healy, K. LaForge, T. Hopkins, A. McGraw, P. Curran, C. Crandall

Absent: T. O'Grady

Others Present: D. Fanton, J. Margeson, T. Miner, M. Alger, J. Foels, B. Rigby-Riehle, T. Ross, R. Hall, L. Bliven, J. Hopkins

Call to Order

The meeting was called to order by Chairman Fred Sinclair at 11:10 a.m.

Approval of Minutes

A motion was made by Legislator Curran, seconded by Legislator Pullen to approve the minutes of October 20, 2010. Motion carried 7-0 w/1 absent.

OLD BUSINESS

Farm Bureau Resolution – The Allegany County Farm Bureau has requested the resolution presented last month be moved forward to the County Attorney for development of a resolution. Legislator Hopkins asked if this resolution would apply to all farms to which Chairman Sinclair responded it is a stream related resolution, therefore, affecting all farms. Chairman Sinclair will contact the President of the Farm Bureau to meet and discuss areas of regulations involved. Chairman Sinclair entertained a motion to move the resolution forward as requested. Motioned by Legislator Curran; seconded by Legislator Pullen and carried 7-0 w/1 absent. **REFER TO COUNTY ATTORNEY.**

DEPARTMENT REPORTS

Lynn Bliven – Cornell University Cooperative Extension – Lynn Bliven gave an update on the “Walk-ability Program” with the Town of Independence and their community involvement. The Town of Angelica was interested in the program but is not eligible for the grant because there has to be a school within walking distance of the community. This grant is part of the Allegany/Western Steuben Rural Health Network “Complete Streets” Program. Ms. Bliven also reported on the Food Safety Modernization Act to be considered at the federal level and referred to an Email she received regarding this act. She will forward Email to Chairman Sinclair. Legislator Hopkins suggested moving forward with a resolution to the full Legislative Board and County Attorney asking to develop a resolution once the necessary information regarding FSMA has been received.

Office of Tourism & Culture – Due to Sherry Grugel attending a Chamber Insurance training session, C. Whitfield distributed a Matching Funds report for the year. Chairman Sinclair asked members to review for discussion at the next meeting.

John Foels – Office of Development & IDA – J. Foels reported on four ongoing projects:

- 1) Lufkin RMT is moving forward and currently in the process of putting together a corporate budget for 2011. He cannot comment further on their location status at this time and any announcements regarding the project will come from the client.
- 2) Belvidere Truck Stop - J. Foels remains in weekly contact with Jim Worther of Seattle Capital. He anticipates the property will eventually go to auction and within a relatively short timeframe.
- 3) Baldwin Lumber's recent fire resulted in a total loss of the large mill. Robert Iszard of Empire State Development, and J. Foels met with Charlie Baldwin and are assisting him with a financial packet. Baldwin has hopes to rebuild bigger and better.
- 4) Southern Tier West was very helpful with the P&ED Committee and the tower projects. He met with Richard Zink yesterday and there are funds left over and they are looking to help ARC with projects. The Open Round will be coming up soon again and J. Foels encourages anyone with development projects that meet the criteria, to apply. Awards will be as early as February 2011. He thanked Richard Zink, again, and commented that he is a great partner with Allegany County.

EXECUTIVE SESSION

Chairman Sinclair asked for a motion to enter into Executive Session at 11:27 a.m. to discuss personnel matters, and the Director position vacancy in the Employment & Training Office. Motioned by Legislator McGraw; seconded by Legislator Hopkins and carried 7-0 w/1 absent.

Chairman Sinclair entertained a motion to return to Regular Session at 12:10 p.m. and adjourn the meeting. Motioned by Legislator Hopkins; seconded by Legislator Pullen and carried 7-0 w/1 absent.

Respectfully submitted,

Cathleen L. Whitfield
Recording Secretary

**PLANNING & ECONOMIC DEVELOPMENT
SPECIAL COMMITTEE MEETING
December 1, 2010**

**** NOT APPROVED ****

Committee Members Present

F. Sinclair, D. Pullen, P. Curran, M. Healy, T. Hopkins, K. LaForge, C. Crandall (Absent: A. McGraw, T. O'Grady)

Others Present

M. Alger, G. Benson, D. Burdick, D. Cady, J. Hopkins, J. Margeson, T. Miner, B. Riehle, E. Ruckle, N. Ungermann

Planning & Economic Development Committee Chairman Frederick Sinclair called the meeting to order at 9 a.m. Legislator Sinclair stated that the special meeting was called to review the applications for the position of Employment & Training Director, and to briefly discuss a new direction for the Employment & Training Office. Legislator Sinclair stated that he has interviewed all agencies associated with our employment & training efforts and received some candid comments and recommendations. Legislator Sinclair distributed a summary of those comments and suggested the committee discuss them before moving on to the applications.

Setting the Course for Employment and Training

Legislator Sinclair indicated that he compiled the following comments, observations, and recommendations to provide input toward setting future policy and direction for County Employment and Training Programs:

EDUCATION, LITERACY AND JOB READINESS:

- Actively participate in planning and strategy development.
- Partners should cross train in systems, developing better understanding of evaluation, process scores and data.
- Increase efforts to help people move beyond poverty through more creative programs.
- Develop job fairs, career fairs, job shadowing and internships incorporating educational institutions, business and E&T office.
- Enlarge scope of the program by pooling of expertise.
- Position programs for the capitalizing on opportunities.
- Cultivate willingness to collaborate with associated efforts.
- Broader application of E&T efforts beyond what just fits existing funding stream.
- Better incorporate needs assessment and individual needs into training and counseling process.
- Be capable of working together with business in broader context and not limited to one person's job or situation.
- See people, ahead of attaining funding source goals.
- More development of system delivery and program matching.

IMPACTS ON ECONOMIC DEVELOPMENT:

- The existing screening and testing produces positive outcomes and is important; however, a reinventing of the process could have positive effects of broadening the application and meeting of today's needs in the workforce.
- Many retirees have skills and capabilities for the workforce including Veterans.
- There is a need to retain talent (high caliber young adults) to address who's "in the bull pen."
- Return to job fairs and shadowing.
- Identify what we are trying to accomplish and focus.

- Develop Employment & Training as a functioning safety net for the financial underpinning of the individual and the County.
- Develop a clear understanding of who the customer is and should be, identifying the clientele we expect to be working with and developing targeted programming.
- Focus on job readiness and retention.

VETERANS IN THE WORKFORCE:

- Maximize efforts to capitalize on Social Security and VA programs for hiring of Veterans. Legislator Sinclair stated that \$21 million comes into this County every year in benefits to Veterans.
- Enhance assistance in assessment, readiness and placement.
- Strengthen connections with Employment and Training systems.
- Do more brainstorming of ways to innovate and build on strengths.

AGING AND THE WORKFORCE:

- Careful screening and proper placement of trainees could improve retention of positions such as nurse aids which facilitate keeping the elderly at home improving quality of life and containment of nursing home costs.
- There is currently more room and reasons for collaboration, communication and interdisciplinary connections between the E&T Department and associated agencies.
- Older workers should be recognized as a resource and utilize their experience.
- Emphasize programs such as Title 5 for those over 55 and those which bring low income people out of poverty and into jobs. There could be a more local presence of the Pro-Action Program.
- Don't forget the needs and wealth of experience in people over 50.
- Provide for enhanced ability to navigate enhanced and newly coordinated systems.

SOCIAL PROGRAMMING:

- A more comprehensive and coordinated interdisciplinary assessment process would improve performance.
- We need faster results.
- Identify areas of need and work together more on grants.
- Employment and training are essential tools in addressing the short and long-term economic needs of individuals and our community.

WORKFORCE INVESTMENT:

- There should be more procedural/organizational flexibility.
- Expand job readiness orientations and training.
- Protect existing performance numbers generated and excellence in accounting. Legislator Sinclair mentioned that the current Employment & Training Program is a \$1.1 million program, and the total local County cost is only about \$65,000.
- Seek to preserve the existing excellent quality control and accountability, taking advantage of WIB for support during transition.
- There is more to be gained through enhanced partnering.
- Do more career counseling utilizing and cultivating partners to reflect more service delivery.

Legislator Sinclair stated that the comments are not intended as a criticism of our existing program. We have a very focused program, and we want to hold that in place. We need a person who will be able to provide leadership to continue that. Legislator Norman Ungermann asked if the input gathered included any potential employers, noting that potential employers should be a critical component of this process, and Legislator Sinclair indicated that it did not, but he believes much of the information covered addresses that. Legislator Sinclair encouraged

committee members to review the material with the thought of expanding the program and looking at it in a broader sense.

Executive Session

A motion was made by Legislator LaForge, seconded by Legislator Curran and carried to enter into executive session to discuss the employment history of several individuals. Immediately following discussion, a motion was made by Legislator LaForge, seconded by Legislator Healy and carried to end the executive session and return to the regular meeting.

Interview for Employment & Training Director

Committee members agreed to interview three candidates for the position of Employment & Training Director on December 14 from 9 a.m. to noon. There will be a brief meeting following the Board meeting on December 13 to review interview questions.

Adjournment

There being no further business to come before the committee, a motion was made by Legislator Curran, seconded by Legislator LaForge and carried to adjourn the meeting at approximately 10 a.m.

Respectfully submitted,

Brenda Rigby Riehle, Clerk of the Board
Allegany County Board of Legislators

**PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
DECEMBER 15, 2010**

**** NOT APPROVED ****

Members Present: F. Sinclair, D. Pullen, M. Healy, K. LaForge, T. Hopkins, C. Crandall

Absent: A. McGraw, T. O'Grady, P. Curran

Others Present: D. Fanton, J. Margeson, T. Miner, M. Alger, J. Foels, B. Rigby-Riehle, S. Grugel, K. Dirlam, S. Torrey, J. Hopkins

Call to Order

The meeting was called to order by Chairman Fred Sinclair at 11:10 a.m.

Approval of Minutes

A motion was made by Legislator LaForge, seconded by Legislator Pullen to approve the minutes of November 17, 2010. Motion carried 5-0 w/3 absent.

OLD BUSINESS

Status of Employment & Training Director Search – Applications have been received and narrowed to three for interview. Two interviews were conducted December 14th resulting in the decision to expand the search for additional applicants with a broader field of interest. The committee will be working with Human Resources and the County Administrator in this endeavor.

Hazard Mitigation Plan Status/ FEMA Recommendation – Chairman Sinclair reported that Richard Lord informed him that the updated plan has been forwarded to FEMA and received, however, due to a shortage in staff it will be a slow process with reviewing. The normal process is to review the NYS Plan first then the previous six plans that were received prior to Allegany County's. FEMA has been in receipt of the plan for three months with a normal cap of 45 days to review. A regional meeting is being arranged to discuss recommendations to FEMA for a more time-sensitive response. There are now planning grant funds available for assistance verses using Homeland Securities and County funds. Applications need to be filed early as the new round of funding is available January 3, 2011. Legislator Pullen responded that his law firm represents multiple municipalities and during his experience has found that no response generally results in an outcome of approval.

NEW BUSINESS

Soil & Water Conservation District Resolution – Director Scott Torrey reported that Agricultural District #3 was opened for NYS review December 10, 2010; with 300 days to submit the review to NYS. S. Torrey requested a resolution to start this process for the townships of Almond, Burns, Birdsall and Grove. Chairman Sinclair entertained a motion to forward review materials to the County Attorney who will assist the Soil & Water Conservation District regarding this process. Motioned by Legislator Pullen;

seconded by Legislator Hopkins and carried 5-0 w/3 absent. **REFER TO COUNTY ATTORNEY.**

Sherry Grugel – GACCC / County Tourism – Ms. Grugel distributed a copy of the Email sent to Chairman Crandall, Chairman Sinclair, J. Margeson, J. Foels and T. Miner requesting the contract between the Greater Allegany County Chamber of Commerce and Allegany County for Tourism Promotion, be reviewed for adoption at the next Planning & Economic Development meeting. Details were given regarding budget changes that were approved with the 2011 budget process. The current contract expires 12/31/10. There are new deliverables that will be presented at the next board meeting. She requested a resolution for the County Attorney to draw up a modified contract to reflect the monetary changes and the term to be a full year from 1/1/11 through 12/31/11. Chairman Sinclair noted that the deliverable items will be on the January agenda and entertained a motion to forward the request to the County Attorney and the Ways and Means Committee for a new contract. Motioned by Legislator Pullen; seconded by Legislator Healy and carried 5-0 w/3 absent. **REFER TO COUNTY ATTORNEY and WAYS AND MEANS COMMITTEE.**

Legislative Chairman Crandall commented that the way the county is now handling tourism promotion, by contracting through the Chamber, has been a positive move and he thanked Sherry Grugel for all her efforts. Ms. Grugel noted that regarding “I Love NY” funding, that surrounding counties are coming together to realign the regions. Allegany County currently is combined with Chautauqua and Cattaraugus Counties; which puts us at a disadvantage with the larger cities. The counties are looking to regroup Allegany County with the smaller northern counties such as Wyoming, Genesee and Orleans. This will be a positive move for us allowing more opportunities along State Route 19.

Space Needs Analysis Report – Mitch Alger, Deputy Administrator, gave a summary on the proposed report and distributed copies to members. Mr. Alger is working with the Space Needs Committee and has met with department heads to receive feedback on their individual space needs. The report categorizes their level of need as “minimal need; some need and higher need” and breaks down each department regarding number of employees, current square footage, Labella Study square footage, and their needs/requests.

Chairman Sinclair commented that this committee has an interest in this report as the County Historian space needs factor into the plan and he reports to this committee. The P&ED Committee will speak with Mr. Braack to discuss the future needs of the museum and Historian. Chairman Sinclair offered for anyone with ideas or suggestions to refer them to the County Administrator’s office. M. Alger responded that he defers to the Space Needs Committee and will be looking for recommendations from that committee. He suggested that possibly the suggestions should be made directly to Chairman Pullen’s committee. Chairman Pullen reported that the Space Needs Committee meets every first Wednesday of the month.

DEPARTMENT REPORTS

Scott Torrey – Soil & Water Conservation District – S. Torrey reported they are finishing their grant application and should hear results within the next couple weeks.

John Foels – Office of Development / IDA – J. Foels reported that he and the County Planner met O’Connell and Associates last week regarding the new grant writing agreement between Allegany County and their firm. The meeting went well and O’Connell and Associates is very engaged in the project and pleased with the action items identified. J. Foels noted that, overall, these are challenging times, the unemployment rate remains steady and the majority of the manufacturing firms are holding their own during this economy.

Adjournment

Legislator Healy motioned to adjourn the meeting at 11:57 a.m.; seconded by Legislator Pullen and carried 5-0.

Respectfully submitted,

Cathleen L. Whitfield
Recording Secretary