

MINUTES

PLANNING & RESEARCH COMMITTEE MEETING

Fred Lightfoote, Chairman

**Tuesday - April 22, 2014
4:00 PM**

**Economic Development Conference Room
Municipal Building**

<p>Members Present Chair – Supervisor F. Lightfoote Vice Chair – Supervisor R. Green Supervisor T. Campbell Supervisor J. Gallahan Supervisor D. Vedora Supervisor B. Welch</p>	<p>Members Excused</p>	<p>Staff: John Sheppard, Supervisor John Garvey, County Administrator Tom Harvey, Planning Director Betsy Landre, Planning Reliefia Kramer, Planning Gary Curtiss – Assistant County Attorney Mike Wojcik, Economic Development Suzanne Vary, Economic Development Shelly Gray, DSS Finance</p> <p style="text-align: right;">Guests: Valerie Knoblauch, Tourism Tim Davis, Cornell Cooperative Extension Russ Welser, Cornell Cooperative Extension</p>
--	-------------------------------	--

TIME	TOPIC	NOTES & DISCUSSION
4:04 p.m.	<p>Opening of Meeting</p> <p>Approval of Minutes</p>	<p>Chair Lightfoote was expected to arrive shortly. Vice Chair Green opened the April 22, 2014 Planning and Research Committee meeting at 4:04 p.m.</p> <p>Vice Chair Green requested a motion for approval of the April 1, 2014 meeting minutes and the April 10, 2014 special meeting minutes.</p> <p><i>Motion was offered by Supervisor Welch to accept the April 1, 2014 minutes and the April 10, 2014 special meeting minutes, seconded by Supervisor Gallahan. All in favor, motion carried.</i></p> <p>Chair Lightfoote arrived at 4:06.</p>
4:06	Tourism	<p>Chair Lightfoote welcomed Valerie Knoblauch.</p> <p>Ms. Knoblauch decided to drop item 2. A. from the agenda. She discussed 2. B. and C. with the Committee.</p>

		<p>Ms. Knoblauch gave a brief history of the Occupancy Tax Law. She said that law sunsets every 3 years and then must be renewed. She discussed item 2. B. Resolution – Fixing Date And Notice For The Public Hearing On Local Law No.____ 2014. Ms. Knoblauch said that occupancy tax is a very common way of funding tourism marketing efforts. According to Ms. Knoblauch, this is the exact same law that was passed in 2001. She explained the Tourism Board is not recommending any change to the law. It is a 3% occupancy tax across the county.</p> <p><i>Motion was offered by Supervisor Gallahan, and was seconded by Supervisor Welch to approve the above mentioned resolution. All in favor. Motion carried.</i></p>
4:13	Cornell Cooperative Extension	<p>Chair Lightfoote welcomed Tim Davis and Russ Welser.</p> <p>Mr. Davis gave a presentation on the Pesticide Certification Program and answered questions for the committee.</p>
4:45 p.m.	Economic Development	<p>Chair Lightfoote welcomed Michael Wojcik and Suzanne Vary.</p> <p>Mr. Wojcik reviewed the Economic Development Quarterly Report with the committee. A copy of the report is on file with the official copy of these minutes in the office of the Clerk of the Board of Supervisors.</p> <p>Chair Lightfoote took a moment to thank Mr. Wojcik and Ms. Vary for the work that they did on the North Shore Project.</p> <p>Mr. Wojcik discussed and recommended approval of a resolution – Authorization Contract Amendment With Ontario County Economic Development Corporation For Public Benefit Economic Development Services, Use of Facilities, and Administrative, Financial, Website and Publication Services.</p> <p><i>Motion was offered by Supervisor Vedora, and was seconded by Supervisor Welch to approve the above mentioned resolution. All in favor. Motion carried.</i></p>
4:20 p.m.	Planning	<p>Betsy Landre reviewed and requested approval of a resolution – Authorizing a Contract with Ontario County Soil and Water Conservation District for a Storm Water Retrofit Project in The Town of Seneca.</p> <p><i>A motion was offered by Supervisor Welch, and was seconded by Supervisor Campbell to approve the above mentioned resolution. All in favor. Motion carried.</i></p> <p>Ms. Landre reviewed and requested approval of a resolution – Authorizing a Contract With Canandaigua Lake Watershed Council for Canandaigua Lake and Stream Monitoring. Ms. Landre discussed the insurance requirements for this resolution with the committee. The Watershed Council does not have all of the insurance the County normally requires. The Council is considering whether to comply, go through the process of requesting a waiver from the Insurance Committee, or having the contract run through the City of Canandaigua.</p> <p>Supervisor Gallahan suggested this committee approve the resolution, subject to working out those details. Further he requested that once the decision is made on the contracting entity and</p>

		<p>the need for an insurance waiver or not, to send this to the Insurance Committee even if no waiver is requested.</p> <p><i>A motion was offered by Supervisor Vedora, and was seconded by Supervisor Welch to approve the above mentioned resolution, allowing staff to make the adjustments necessary once the decisions are made on the contracting entity and insurance. All in favor. Motion carried.</i></p> <p>Tom Harvey reviewed the Quarterly Planning Report with the committee. This report is prepared by the Finance Department. He offered to bring in more detail on the contractual line so the committee can have a better grasp of everything that is involved and where various expenditures stand.</p> <p>Mr. Harvey discussed the Position Memo on Statutes Governing Local Law Review. Mr. Harvey told the committee that, with their permission, he would put out an advisory letter to municipalities on this issue and then advance the position statement to the New York Association of Planning Directors. The letter to municipalities will advise them to consult with their municipal attorney and after reviewing these lawsuits consider whether they need to make any procedural changes on how they handle processing of environmental reviews, public hearings, and approvals on zoning and planning permits at the local level.</p> <p><i>A motion was offered by Supervisor Green, and was seconded by Supervisor Vedora to approve Tom Harvey writing a position letter to the New York Planning Directors Association. All in favor. Motion carried.</i></p>
5:20	County Administrator	<p>County Administrator Garvey requests to go into executive session to update the Committee and for the purpose of discussing contractual matters with legal counsel.</p> <p><i>A motion was offered by Supervisor Gallahan, and was seconded by Supervisor Campbell to go into executive session for the purpose of discussing contractual matters with legal counsel. All in favor. Motion carried.</i></p>
5:55	Executive Session Ends	<p><i>A motion was offered by Supervisor Campbell, and was seconded by Supervisor Welch to end executive session. All in favor. Motion carried.</i></p>
5:56	Planning	<p>Mr. Harvey reviewed and recommends approval of a resolution – To Establish A Public Hearing For The Inclusion Of Viable Agricultural Land Agricultural District 9.</p> <p><i>A motion was offered by Supervisor Gallahan, and was seconded by Supervisor Green to approve the above mentioned resolution. All in favor. Motion carried.</i></p>
5:57	Adjournment	<p>Being no further business for discussion Chair Lightfoote requested a motion to adjourn.</p> <p><i>Motion to adjourn made by Supervisor Gallahan, seconded by Supervisor Campbell. Motion carried.</i></p>

Respectfully Submitted,

Reliefia Kramer