Meeting called to order at 10:35 A.M. by Moses.

A-1: The September 19, 2019 minutes were unanimously approved on a **MOTION** by Jones and seconded by Zupan at 10:35 A.M. 5/0/0

A-2: Cindy Edick presented the Sales Tax Update. The receipts stand at 4.79% above last year as of the latest distribution on October 15, 2019.

There was a successful bidder on a property at the Madison County land tax auction but this bidder was unable or unwilling to complete the sale. Although he/she signed the release of deposit paperwork, they are asking for a return of some or all of the deposit. The consensus of the committee is to hold to the contract terms, particularly because there was no further sale of the parcel.

A-3: Tom Reichel presented the Career Center Update. The unemployment rate remains at 4.10%. The Center has been very busy due to BOCES and Green Empire Farms using the facility for trainings and employment purposes.

A-4: Scott Ingmire presented the IDA Update on behalf of Kipp Hicks. Empire Brewing is being purchased. The Agricultural Revolving Loan Fund is likely to be paid back in full during the process. Zupan asked about whether or not the PILOT agreement would remain in effect with the new owners and Melissa Martel Felton thinks that it may not remain, but she advised that Kipp would be able to answer this question.

A-5: Karin Bump presented the CCE Update. Karin introduced Monica Cody as the new chair of the Board of Directors. Karin distributed copies of the 2019 Impact Highlights: Third Quarter and a copy of the brochure from the recent fundraiser BBQ on National Farmer’s Day. The “Ag in Classroom” program is up and running now, impacting over 600 students. Ashley Young has been hired as the new PT Office Coordinator and Patty Catalano as the new PT Ag. Program Coordinator for AED. CCE received funding from the NYS Agricultural Society for three grow towers for elementary schools in Madison County. These towers will be used to grow fresh produce in the classrooms. Karin shared a flyer about the SCORE and USDA Mentorship Initiative. Bump said that the audit is now complete and the budget was submitted in September with a 2% CPI increase included.

Becker made the **MOTION** and Jones seconded for the Committee to enter into Executive Session at approximately 10:50 A.M.
The Committee came out of executive session at 11:02 A.M.

A-6: Scott Flaherty presented the Tourism Update. The Fall Campaign is winding down. Tourism will be receiving less money from the State this year. The 2020 visitor’s Guide is being worked on. Scott reported that there is a new waterproof “Outdoors Guide” in production right now which will highlight trails and outdoor recreational options. Scott will send the list of places included in the guide to the Committee. Zupan said that including QR codes in the guide is a very good idea.

A-7: Scott Ingmire presented the Planning Update. Scott announced that Sarah Krisch has left the Planning Department to work in the private sector and she will be missed. The replacement process has begun with job postings running through November 14th. Stefan Lutter shared a power point presentation on the updating of the Madison County Farmland Protection Plan. Stefan highlighted some of the changes since the last plan was approved 14 years ago. He talked about the public survey that was mailed out, the responses, assessment and discussion. Stefan spoke on the following topics: economic summary, land use, trends, and goals of the plan. He is doing the final edits now, sending the draft for review, anticipating approval in November from the Ag. Farmland Protection Board and adoption in December.

7-a: Ingmire discussed the County municipal approval process and the need to develop a policy or guidelines to help standardize the process. Scott shared a handout on Governmental Immunity from Zoning from the James A. Coon government Technical Series. There was discussion about the process when the County declares “lead agency” for SEQR and that it needs to be more consistent. Degear suggested meeting with the towns as a courtesy on SEQR reviews. Scott said that he will be working on this issue with the County Attorney’s office for future projects and will keep the Committee updated.

7-b: One of the First-Time Homebuyer (FTHB) grant recipients from 2012 is planning to take out a 2nd mortgage, which would normally require the (prorated) balance to become immediately due and payable. The homeowner (Hatch) is asking to continue with the FTHB payments as before which would result in the County being in the 3rd position. The consensus of the Committee is to allow this request and not call the loan in for pay-off, however, Edick will check to be sure there are no delinquent taxes first.

A-8: Melissa Martel Felton presented the Kelsey Lane Property Update. The County holds title to a parcel in the town of Nelson that is being used as a common driveway. It is not a road. One of the contiguous landowners has expressed interest in purchasing the parcel. Zupan suggested looking into whatever easements may be needed as part of the sale for the other contiguous landowners. Melissa suggested reaching out to all the property owners for input. Ingmire suggested the possibility of the landowners creating an HOA. Melissa will reach out to all the landowners. The property will likely either be sold to the interested party with provisions for the rest of the homeowners, or it could be given to the Town of Nelson to be maintained or adopted as a road. The Committee will continue to consider options.

A-9 through A-12: The Committee approved a resolution authorizing modification of an agreement with Mary Ellen Taylor M.E.T. Properties LLC for New York Main Street Program;

-AND-

The Committee approved a resolution authorizing modification of an agreement with Frederick Myers, Jr. for New York Main Street Program;

-AND-

The Committee approved a resolution authorizing modification of an agreement with Douglas Case for New York Main Street Program;

-AND-

The Committee approved a resolution authorizing modification of an agreement with Alfred Russitano for New York Main Street Program;

On a MOTION by Jones and seconded by Magliocca at 11:58 A.M. 5/0/0
A-13: The resolution on an agreement with Abscope Environmental was provided for informational purposes. Approval for this resolution will come from the Highway, Buildings & Grounds Committee.

A-14: The Committee approved a resolution authorizing modification of the 2019 adopted County Budget as it pertains to Madison Transit on a MOTION by Zupan and seconded by Reinhardt at 12:00 Noon.

A-15: Resolutions 9-12 will be included in the preferred agenda.

A-16: There was no new business.

A-17: The next scheduled Planning Committee meeting date will be November 14, 2019 following the morning board meeting.

A-18: The meeting was adjourned on a MOTION by Zupan and seconded by Jones at 12:02 P.M.

Respectfully submitted: Gwen Williamson
# Sign in Sheet

## Planning, Eco. Dev., Environ. & Intergov. Affairs

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Cliff Moses</td>
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<td>Dave Jones</td>
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<td>Joe Magliocca</td>
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<td>John Reinhardt</td>
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<td>Bill Zupan</td>
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### Date of Meeting: 10/24/2019

**Others Present:**

- [Name and Affiliation]
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  - [Signature]
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