



**Central New York Regional Planning & Development Board**

126 N. Salina Street, Suite 200, Syracuse, New York 13202 • Tel. (315) 422-8276 • Fax: (315) 422-9051  
Kathleen A. Rapp, Chair David V. Bottar, Executive Director

**CNY RPDB Meeting  
February 24, 2016  
12:00 noon – 1:30 p.m.**

**126 N. Salina Street  
Syracuse, New York 13202**

(100 Clinton Square Building -Lower Level Conference Room)

**AGENDA**

- |    |   |               |
|----|---|---------------|
| 1. | Call to Order   | Kathleen Rapp |
| 2. | Approval of Day's Agenda  | Kathleen Rapp |
| 3. | Staff Plan and Work Program 2016 <ul style="list-style-type: none"><li>• Economic Development</li><li>• Environmental Management</li><li>• Community Planning</li><li>• Energy Resource Management</li><li>• Transportation Planning</li><li>• Communication and Research</li></ul> | Staff         |
| 4. | Executive Director's Report <ul style="list-style-type: none"><li>• Operating Budget 2016</li><li>• Board Meeting Schedule</li><li>• CNY Upstate Revitalization Initiative</li></ul>  | David Bottar  |
| 5. | Old/New Business  | Kathleen Rapp |
| 6. | Adjournment   | Kathleen Rapp |



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### MINUTES

## Central New York Regional Planning and Development Board Board of Directors Meeting February 24, 2016

### ATTENDANCE

**Board Members:** Cynthia Aikman, Larry Baker, Keith Batman, Pamela Caraccioli, James Denkenberger, Dan Dineen, Mary Ann Discenza, Shawn Doyle, Marilyn Higgins, Stephen Lynch, Mary Ann Messinger, James Murphy, Paul Pinckney, Michael Quill, Roy Reehil, Morris Sorbello, William Southern, L. Michael Treadwell, and Stephen Zabriskie.

**Guests:** Christopher Stewart, USDA.

**Staff:** Kathleen Bertuch, David Bottar, Chris Carrick, Jeanie Gleisner, Bruce Keplinger, Karen Novak, Debbie Phillips, Brian Pincelli, Katelyn Kriesel, Anne Saltman, and Amanda Mazzoni.

### 1. CALL TO ORDER

James Murphy called the meeting to order at 12:25 pm at the offices of the Central New York Regional Planning and Development Board.

### 2. APPROVAL OF MEETING AGENDA AND MINUTES

A motion was introduced and seconded to accept the agenda and minutes as presented; the motion was approved unanimously.

### 3. EXECUTIVE DIRECTOR'S REPORT

David Bottar opened his remarks by noting the agency's current membership roster and board meeting schedule for the year. Mr. Bottar noted that the annual meeting is set to take place on October 28<sup>th</sup> at the Marriott Syracuse Downtown, formerly the Hotel Syracuse. Mr. Bottar also noted that this year marks the CNY RPDB's 50<sup>th</sup> Anniversary. Mr. Bottar then directed attention to a schedule dated January 18, 2016 that contained information regarding the agency's proposed operating budget for 2016. In presenting this information, Mr. Bottar noted that this budget was reviewed and recommended for approval by the Executive Committee at a meeting that was held on February 10, 2016. In presenting this budget, Mr. Bottar noted that total revenues and expenses

are projected to equal \$2,885,991 in 2016. Following a review of the budget, a motion was introduced and seconded to accept the budget as presented; the motion was approved unanimously.

#### **4. WORK PROGRAM PRESENTATION:**

The next item discussed on the agenda was the agency's proposed work program for 2016. Mr. Bottar referenced a summary report and a document, which outlined a draft work and staff plan for 2016.

Jeanie Gleisner was introduced and provided a summary of the agency's proposed comprehensive planning program in 2016. In discussing this program, Ms. Gleisner noted that staff will be utilizing a NYSERDA Cleaner Greener Communities – Vision CNY Regional Partnership for Comprehensive Planning Grant to continue management of a municipal comprehensive planning technical assistance program. Ms. Gleisner noted that communities scheduled for assistance include the Montezuma, Owasco, Dewitt, Jordan, North Syracuse, Skaneateles, Richland and Pulaski. Other program activities noted included a NYS Department of State Local Waterfront Revitalization Program grant for work on a regional environmental, recreation, and heritage plan. Ms. Gleisner also provided details regarding an initiative being led by Oswego County regarding a proposal to the federal NOAA to nominate portions of Eastern Lake Ontario for participation in the National Maritime Heritage Sanctuary program. Mr. Bottar noted plans are underway to focus the agency's June board meeting on this topic.

Kathleen Bertuch was introduced and provided a summary of the agency's planned environmental program for 2016. Ms. Bertuch noted the program will consist of four main components including watershed planning, municipal stormwater assistance, development of green infrastructure projects, a wetland banking feasibility study, and participation in the NYS DEC Partnership for Regional Invasive Species Management program. In discussing these program activities, Ms. Bertuch noted that staff will continue to focus efforts on key watersheds in the region along with targeted efforts to address specific groundwater issues in CNY.

Chris Carrick was introduced and provided a summary of planned activities in the agency's energy program for 2016. Mr. Carrick noted that plans are for staff to continue management of NYSERDA's public outreach and education program in Central New York. Mr. Carrick also noted that staff is planning to proceed with expansion of the Solarize CNY campaign and focus on a community solar initiative. Mr. Carrick also indicated a focus would continue to be on the municipal solar procurement program in 2016. Other program activities noted include work on the climate smart communities planning program, a proposed community wind planning initiative in the Town of Fabius, development of a regional electrical vehicle charging station plan, the EnergizeNY clean energy market "PACE" Finance Program initiative, and CNY Brightlights Municipal LED Lighting Program.

Mr. Bottar concluded the staff presentations regarding the agency's planned work program for 2016 by noting staff efforts to support the Syracuse Metropolitan Transportation Council and work that is being directed to the NYS Department of Transportation I-81 Opportunity initiative, development of an inland port rail freight center, and ongoing work regarding plans for a comprehensive recreation trail network in Central New York. Reference was also made to the agency's planned economic development program for the coming year that will include ongoing project development work, management of a small business loan program, and ongoing business

recruitment efforts. Also noted were the resources available through the agency's communication and research programs to support planning efforts throughout the five-county region.

Following a discussion, a motion was introduced and seconded to accept the planned work program for 2016 as presented by staff; the motion was approved unanimously.

## **6. ADJOURNMENT**

There being no further business to discuss, a motion was introduced and seconded to adjourn the meeting; the motion was approved unanimously.

Respectfully Submitted,

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James J. Murphy, Jr. Secretary