

MINUTES

Central New York Regional Planning and Development Board Board of Directors Meeting July 2, 2025

ATTENDANCE

Board members: Julie Abbott, Pamela D. Caraccioli, Emanuel Carter, Reed Cleland, Patrick Clune, Edward Gillson, Beau Harbin, Trisha Hiemstra, David Knapp, Mary Ann Messinger, Paul W. Pinckney, Kari Terwilliger, and Austin Wheelock; Guests: Julie Fleck.

Staff: Michael Boccuzzi, David Bottar, Bruce Keplinger, Amanda Mazzoni, Aaron McKeon, Aaron Otis, Lindsay Speer, and Patricia Wortley.

1. CALL TO ORDER

Paul Pinckney called the meeting to order at 1:00 pm at the offices of the Central New York Regional Planning and Development Board in Syracuse, New York. Mr. Pinckney noted the meeting included a zoom meeting link and that several members were participating in the meeting via the link.

2. APPROVAL OF MEETING AGENDA

A motion was introduced and seconded to accept the agenda and summary of the April 30, 2025 Board meeting as presented; the motion was approved unanimously.

3. CORTLAND COUNTY REPORT

Trisha Hiemstra, Director of Planning for the Cortland County Planning Department, was introduced and presented a power point presentation summarizing developments in Cortland County and work being done by the Planning Department. Ms. Hiemstra began her remarks by referencing the Planning Department's website, which included information regarding the Department's mission, vision, and goals for balanced growth, enhanced connectivity, collaboration for vibrant communities, adaptability to State and local priorities, enhanced quality of life, grant funding and partnerships, land bank and revitalization, and better support for municipalities with zoning and comprehensive planning resources.

Mr. Hiemstra continued her remarks by noting the County recently completed work on and adopted a county-wide strategic development plan. In addition, it was noted the department successfully led efforts to complete a real property parcel fabric data transition to ESRI, prepared a General Municipal Law – GMS 239 training and municipal guide, completed major upgrades to the

Department's parcel/GIS data resources and E-911 address assignments service, and facilitated a transition to Centro as a new public transportation provider in Cortland County. Ms. Hiemstra concluded her remarks by noting her professional staff of six members would be focusing attention on completing a housing needs assessment study for the county, is leading efforts regarding a county-wide solar initiative and solar steering task force, is planning to apply for a NYS DOS Brownfield Opportunity Area grant, and will continue efforts to promote community support for a range of sustainability initiatives across the county.

4. SKANEATELES LAKE 9E WATERSHED MANAGEMENT PLAN

Aaron McKeon, Environmental Program Manager for the CNY RPDB, was introduced and presented a power point presentation summarizing work completed by the agency on the Skaneateles Lake 9E Watershed Management Plan. Mr. McKeon noted that work on this plan was completed in June 2025, in partnership with the Town of Skaneateles and community leaders across the region, with funding provided through the NYS Department of State Local Waterfront Revitalization Program. Mr. McKeon noted that plan has been accepted by the Town of Skaneateles and was recently approved by the NYS Department of State and the NYS Department of Environmental Conservation.

Mr. McKeon continued his remarks by providing summary information about watershed planning including notes about the basic elements of a watershed, watershed planning, nutrient measurements, and best management practices to protect and improve water quality in a watershed. Mr. McKeon referenced a map that illustrated the major watershed in NYS and a table listing water bodies in CNY with watershed plans. Also discussed were issues regarding nutrient loading and the impact of phosphorus on nutrient levels in a lake.

It was noted that the Skaneateles Lake 9E Watershed Management Plan is grounded in quantitative analysis that identifies a numerical target and uses watershed modeling to determine BMP for the lake. Specific reference was made to information and water quality data for Skaneateles Lake, which shows the lake has excellent water quality but is impacted by harmful algal blooms. Mr. McKeon indicated a "hold-the-line" target was established for nutrient factors for the lake that takes into account the impact of climate change on environmental resources in the watershed. Regarding BMPs, referenced were a range of short, mid-term, and long-term actions that are recommended in the plan to protect water quality in Skaneateles Lake. Mr. McKeon concluded his remarks by noting the agency will work with the Skaneateles Lake Watershed Advisory Committee to pursue actions and monitor progress on implementing actions recommended in the plan.

4. EXECUTIVE DIRECTOR'S REPORT

The next item discussed on the agenda was a brief program status report as presented by Mr. Bottar. Mr. Bottar noted that staff remain actively engaged in the full range of program activities as outlined in the agency's planning work program for 2025.

Mr. Bottar noted the agency's NYS CAO Municipal Infrastructure Program – Phase 3 broadband project is continuing to progress toward final execution of the NYS CAO Grant Disbursement Agreement (GDA) for the \$26.1 million grant awarded to the CNY RPDB in January 2025. Mr.

Bottar reminded members the project involves the construction of a 275-mile fiber optic network in Cayuga and Cortland Counties with work scheduled to begin in September 2025 with a completion date of December 2026. It was noted that an RFP has been issued to secure a technical design and construction management consultant for the project. Also noted were steps the agency took to form a non-profit local development corporation, CNYNET, Inc., to serve as the legal entity to own and operate the fiber optic network in CNY. Mr. Bottar noted that Cayuga County has approved resolutions to provide a loan of \$7 million to the agency as interim financing for the project. Mr. Bottar noted efforts remain ongoing to secure a \$3 million loan from Cortland County. Mr. Bottar concluded his remarks by noting next steps for implementing the broadband project.

5. OLD/NEW BUSINESS

Mr. Pinckney noted there was no old or new business presented to the Board for discussion. It was noted that the next Executive Committee is scheduled for July 23rd and the next Board meeting is scheduled for August 27, 2025.

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,

Mary A. Messinger, Secretary