

**Agenda**  
**Tompkins County Council of Governments**  
Thursday, June 22, 2017 3:00 PM  
**Legislature Chambers**

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|--|--------------|
| <b>I. Call to Order</b>  | I. Weiser    |
| <b>II. Greeting/Sign In/Review Agenda</b>  |              |
| <b>III. Minutes Approval (3:05)</b><br>a. May 25, 2017   |              |
| <b>IV. County Administration (3:07)</b><br>a. Shared Services Update   | J. Mareane   |
| <b>V. Cradle to Career report (3:35)</b>   | B. Goodman   |
| <b>VI. EMS Task Force Report (3:40)</b>  | L. Shurtleff |
| <b>IX. Report from Subcommittees (4:15)</b><br>a. Emergency Services Task Force<br>b. Sustainability Committee: Community Choice Aggregation Work Group and Energy Task Force<br>c. Transit Services Committee<br>d. Cable Committee |              |
| <b>X. Next Meeting Agenda Items (4:25)</b>   |              |
| <b>XI. Adjournment (4:30)</b>  |              |

**Upcoming Meetings:**

EMS Task Force – June 28<sup>th</sup>, 5:00 p.m., Department of Emergency Response (tentatively)  
Community Choice Aggregation subcommittee – June 23<sup>rd</sup>, Noon, Ithaca Town Hall  
Energy Task Force – June 22<sup>nd</sup>, 4:30 p.m., Old Jail Conference Room

**Tompkins County Council of Governments**  
 Regular Meeting Minutes - DRAFT  
 Thursday, May 25, 2017 3:00 PM  
 Scott Heyman Conference Room

**Attendance**

Attendee Name	Title	Status	Arrived
Elizabeth Thomas	Member/Town of Ulysses	Present	
Betty Conger	Member, Village of Groton	Present	
Irene Weiser	Co-Chair/Town of Caroline	Late	3:30 PM
Bill Goodman	Co-Chair, Town of Ithaca	Present	
Donald Hartill	Member, Village of Lansing	Late	3:08 PM
Ric Dietrich	Member, Town of Danby	Present	
Kelly Smith	Member, Town of Groton	Present	
Jason Leifer	Member - Town of Dryden	Late	4:00 PM
Michael Murphy	Member, Village of Dryden	Present	
Linda Woodard	Member, Village of Cayuga Heights	Present	
Rachel Kennedy	Alternate, Village of Trumansburg	Late	3:30 PM
Ann Rider	Member, Town of Enfield	Present	
Joe Mareane	Tompkins County Administrator	Present	
Marcia Lynch	Public Info. Officer, County Administration	Present	
Michelle Pottorff	Legislature Office	Present	
Sarah Cantatore	County Administration Compliance Officer	Present	
Paula Younger	Deputy County Administrator	Present	
Megan McDonald	Senior Planner	Present	
Joan Jurkowich	Planning Administrator	Present	

Guests: Kate Supron, Cornell Community Relations; Kristen Hychken, Water Resources Council; Jaime Cone, Ithaca Times

**Call to Order**

Mr. Goodman, Vice Chair, called the meeting to order at 3:05 pm.

**Greeting/Sign In/Review Agenda**

The minutes were deferred to late in the meeting when quorum was reached.

**County Administration**

Update on Governor's Proposal

Mr. Mareane provided an update on the Governor's proposal from the State and the requirement to set up a Shared Services Panel to look at potential shared services. The Panel must include all mayors and town supervisors; it may include school superintendents and other special district leaders. He has invited all school districts and they have yet to decide if they will participate. A first meeting of the Panel was held on May 22nd with a total of eight participants and Mr. Mareane distributed a copy of the information that was presented at that meeting and available through the web portal. He said the schedule is very aggressive but something needs to be presented to the Legislature by August 1st and has to be approved or rejected by the Panel by September 15th.

Minutes Acceptance: Minutes of May 25, 2017 3:00 PM (Minutes Approval)

Minutes  
Tompkins County Council of Governments  
Thursday, May 25, 2017

Mr. Hartill arrived at this time.

Mr. Mareane also distributed a spreadsheet showing results from a two-question survey that was conducted to get a sense of the preferences of those present at the May 22nd Shared Services Panel. Each attendee was given three votes for each question. The document is available through the web portal. The top three responses were as follows:

<b>Shared Services Preference:</b>	<b><u>Total Votes</u></b>	
Training		5
Information Technology Support and Systems		4
Joint Purchasing/Leasing of Trucks and Heavy Equipment		4
Financial Software		4
<b>Greatest Potential for Savings:</b>		
Joint Purchasing/Leasing of Trucks and Heavy Equipment		8
Information Technology Support and Systems		4
Training		4

Mr. Mareane said the Panel will meet every other week and must hold at least one public hearing within the next month. He will be reaching out to each collective bargaining unit within each municipality to weigh in on ideas. He reported Jeff Madison, B.O.C.E.S. Superintendent, will be attending the next meeting.

Ms. Woodard offered a suggestion of formalizing an arrangement to make available to all municipalities the Arc Info., Geographic Information Systems software that the County has. She explained the Village of Cayuga Heights is in the process of mapping sewers and if they had access to the software it would be greatly helpful to those doing this type of work that can cross municipal boundaries. She also stated that the more information added the more valuable value it would be to everyone.

Centralized Arraignment

Mr. Mareane said one of the recommendations contained in the report of the Municipal Courts Task Force was to centralize after-hours arraignment. That was enabled by State law during last year's legislative actions. The State has allowed arraignments to be centralized in one of two ways: a single court that the magistrates within the County would rotate through and when a judge is on a rotation that judge's court would become the centralized court. He said both would eliminate questions, save time, and save money.

This has been presented to all the stakeholders: the District Attorney, Assigned Counsel Program, law enforcement, and the magistrates. Of that group the magistrates aren't drawn to it; they believe the current after-hours arrangements are working and do not feel the system should be changed. Law enforcement has expressed concern over the current use of resources that are spending time in a courtroom waiting for court. Mr. Mareane said he is unclear where this will go without the support of the magistrates. Ms. Thomas said there is a magistrate from the Town of Ulysses who has complained about the current system and taking calls that are not answered by others. Mr. Mareane said that magistrate attended meetings and was open to this.

Minutes Acceptance: Minutes of May 25, 2017 3:00 PM (Minutes Approval)

Minutes  
Tompkins County Council of Governments  
Thursday, May 25, 2017

**Reports**

Water Resources Council - Municipal Training (ID #7047)

Kristen Hychken, Water Resources Municipal Training Subcommittee, said the Subcommittee started this year and the purpose is primarily to deliver trainings within the County that would be useful to municipalities. They would also like to be an interface between the Water Resources Council and municipalities to make sure that municipalities are being served and aware of what is happening. She proposed potential training topics and asked for feedback. The list included:

- Flooding - planning for, responding to, and recovering from;
- Drought - planning for and responding to;
- Wetlands - identifying and protecting;
- Stream corridors - protecting and restoring;
- Construction site management - specifically for stormwater management and erosion control;
- Protection of natural features for the maintenance of water quality and quantity;
- Road ditching - strategies for slowing the flow and

Mr. Dietrich suggested adding stream setbacks to the list and said he would like to see this as part of an overall plan. He asked that a draft list of suggested topics be sent to members to share with individuals who work on planning issues in the municipalities to provide input. Ms. Rider said she has had complaints because the Town of Enfield does not have a flood map. As a result property owners cannot get flood insurance which prevents them from being able to get a cheap mortgage as the federal government requires flood insurance. Ms. Hychken responded that through FEMA a discounted community-rated flood insurance could be obtained and this could be an option. Other suggestions included drainage and road ditching.

Ms. Weiser and Ms. Kennedy arrived at this time.

Mr. Goodman asked that the list be sent for review and ranking to TCCOG members.

Ms. Hychken said the training would likely be a half-day training session at no cost with expert speakers and resource information available that would be useful to everyone. She also welcomed suggestions. She responded to an earlier suggestion and stated they worked with the Town of Ulysses to develop an Access database and others could be provided access to. She said the Soil and Water Conservation District has culvert information.

**RESULT:            COMPLETED**

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Report on Title VI (ID #7059)

Ms. Younger, Deputy County Administrator and Compliance Officer for Tompkins County and Sarah Cantatore, Compliance Program Coordinator, provided members with a presentation on the Tompkins County Title VI Program which is part of the County's overall Compliance program. The full PowerPoint presentation and a fact sheet can be viewed on the County's Meeting Portal: [http://tompkinscountyny.iqm2.com/Citizens/Detail\\_LegiFile.aspx?Frame=&MeetingID=2594&MediaPosition=&ID=7059&CssClass=](http://tompkinscountyny.iqm2.com/Citizens/Detail_LegiFile.aspx?Frame=&MeetingID=2594&MediaPosition=&ID=7059&CssClass=)

Minutes Acceptance: Minutes of May 25, 2017 3:00 PM (Minutes Approval)

**RESULT: COMPLETED**

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Update on Housing Strategy (ID #7062)

Ms. McDonald provided a document in the agenda packet: [http://tompkinscountyny.iqm2.com/Citizens/Detail\\_LegiFile.aspx?Frame=&MeetingID=2594&MediaPosition=&ID=7062&CssClass=](http://tompkinscountyny.iqm2.com/Citizens/Detail_LegiFile.aspx?Frame=&MeetingID=2594&MediaPosition=&ID=7062&CssClass=) . She said last year the County finished the Housing Needs Assessment process and received a lot of input from the Housing Summit that was held in the fall. Early this year the County Legislature also held a retreat with department heads that was focused on housing. She said they are compiling all of the information that has been gathered into a new Housing Strategy for the County as a first step in moving forward in trying to address housing challenges.

She said the County Department of Planning and Sustainability is seeking input in three parts:

1) Direction - setting targets for the numbers of housing units and locations for new units. She stated they are planning to do much more detailed infill analysis going forward and looking at municipal levels to make sure they have a better understanding of infrastructure.

2) Approach - strategies to achieve the desired new units in appropriate locations. An area she highlighted was a virtual housing office that would be a web-based inventory of existing housing resources and programs. She said an area that would connect the County with municipalities is the area of zoning. They will be looking at the County working with municipalities to streamline the process for desired projects in desired locations.

3) Support/Monitoring - underlying data collection and other efforts to track progress in meeting housing needs.

Ms. McDonald said they will be accepting public comments through May 31st and will then present it to Legislature committees and the full Legislature in July. All of the information is on the Department's website.

Mr. Liefer arrived at this time.

Ms. Thomas suggested including this on the next agenda for additional discussion. Ms. McDonald said the Legislature's Planning, Development, and Environmental Quality Committee will meet prior to this body's next meeting and suggested that anyone with major issues contact her before that time. She said things will be monitored along the way and they will make adjustments if they start to see changes that will affect housing in the County. Mr. Hartill said there are a number of cottages along the Lake that are typically rented for one or two weeks and this part of the County's attractions in terms of tourism and needs to be understood. He also said events like graduation weekends should be considered as well.

**RESULT: COMPLETED**

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Minutes Acceptance: Minutes of May 25, 2017 3:00 PM (Minutes Approval)

Minutes  
Tompkins County Council of Governments  
Thursday, May 25, 2017

Discussion of TCCOG Reserve Fund

This item was deferred to the next meeting.

**Minutes Approval**

March 23, 2017

<b>RESULT:</b>	<b>ACCEPTED [10 TO 0]</b>
<b>MOVER:</b>	Donald Hartill, Member, Village of Lansing
<b>SECONDER:</b>	Ann Rider, Member, Town of Enfield
<b>AYES:</b>	Thomas, Conger, Weiser, Goodman, Dietrich, Smith, Leifer, Murphy, Woodard, Kennedy
<b>ABSTAIN:</b>	Hartill, Rider

April 27, 2017

<b>RESULT:</b>	<b>ACCEPTED [8 TO 0]</b>
<b>MOVER:</b>	Ann Rider, Member, Town of Enfield
<b>SECONDER:</b>	Donald Hartill, Member, Village of Lansing
<b>AYES:</b>	Thomas, Conger, Weiser, Goodman, Dietrich, Murphy, Woodard, Rider
<b>ABSTAIN:</b>	Hartill, Smith, Leifer, Kennedy

**Report from Subcommittees**

Emergency Services Task Force

Ms. Weiser said she would like to invite Lee Shurtleff, Director of Emergency Response, to attend the next meeting to provide an interim report. The Task Force has spent a lot of time understanding what the services are and aren't, what the needs are going forward, what the current level of volunteers is, and where the most calls come from. She said there are enormously complex challenges and Tompkins is not the only County that is looking at the same kind of declining volunteer pools and increasing needs. She said most municipalities have service contracts with emergency medical services providers and said a look should be taken at what is being asked for in those contracts, including whether there are guarantees that someone will be available or guarantees of a specific response time. Ms. Rider said she received information at a recent Association of Towns meeting on what should be included in a municipal fire contract and will share this.

Community Choice Aggregation Work Group and Energy Task Force

Ms. Weiser said the Committee continues to work on this and although it still has a lot of promise it is not easy to figure if and how this could go forward. She said the energy market and energy purchasing is complex and they want to figure out how to procure energy that has the things that are valued in the community such as being renewable, providing local jobs, and contributing to the local economy. It isn't clear yet on how this can be done and in a way that is economically sound. She said although getting lower rates would be good, having people pay less for their energy because they are using less energy would be better. They are trying to figure out how to structure the CCA's so that they can promote energy efficiency program and how to function programmatically.

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 Tompkins County Council of Governments  
 Thursday, May 25, 2017

#### Energy Task Force

Ms. Thomas said the Committee has not met since the last TCCOG meeting. The Task Force will meet following TCCOG and will receive a presentation on saving energy street lights and some green building training for local officials. She said most municipalities that have been working with the Task Force have been working on the Climate Smart Communities or the Energy Smart Communities and are looking at ways any monies received could benefit everyone.

#### Cable Committee

There was no report from the Cable Committee.

#### Transit Services Committee

There was no report from the Transit Services Committee.

#### Next Meeting Agenda Items

The list of future agenda topics was reviewed and changes resulted in the following list:

#### June Meeting

Reserve Fund

EMS Task Force Report - L. Shurtleff

Cradle to Career report - B. Goodman

Update on Shared Services Panel - J. Mareane

Discussion of the structure of future meetings

Recreation Partnership Agreement - A. Hendrix Ms. Rider said she would like to hear from other municipalities. Mr. Goodman suggested a separate time be set for this.

Request from David Herrick, American Counsel of Engineering Companies, to discuss issues related to municipal engineering. Mr. Goodman hasn't heard anything but he will follow-up.

Continued discussion of solar PILOTS. Ms. Thomas would like to hear what other municipalities are doing.

Continue Discussion of Steps Municipalities can take to Improve their GHG Footprint. This will be discussed at the Energy Task Force.

Building Code Enforcement Officers (demolition of buildings containing asbestos) Ms. Thomas said she would like an opportunity for municipalities to share information about common topics. It was suggested that a block of time be set aside to discuss the structure of future meetings which can include this idea.

#### Adjournment

The meeting adjourned at 4:32 p.m.

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