

# Agenda

## Tompkins County Council of Governments

Thursday, October 26, 2017 3:00 PM

Scott Heyman Conference Room

- |              |  |  |             |
|--------------|--|--|-------------|
| <b>I.</b>    | <b>Call to Order</b>   |  | I. Weiser   |
| <b>II.</b>   | <b>Greeting/Sign In/Review Agenda</b>  |  |             |
| <b>III.</b>  | <b>Minutes Approval (3:05)</b>   |  |             |
|              | a. September 28, 2017  |  |             |
| <b>IV.</b>   | <b>County Administration (3:08)</b>  |  |             |
|              | a. Update on TCCOG Training Academy  |  | J. Mareane  |
| <b>V.</b>    | <b>Report from Cayuga Lake Steering Committee (3:15)</b>   |  | R. Dietrich |
| <b>VI.</b>   | <b>Municipal Check-ins</b> (Reports by members on large issues municipalities are currently engaged in) (3:35) |  |             |
| <b>VII.</b>  | <b>Report from Subcommittees (4:10)</b>  |  |             |
|              | a. Emergency Services Task Force   |  | I. Weiser   |
|              | b. Energy Task Force   |  | L. Thomas   |
|              | c. Community Choice Aggregation Work Group   |  | I. Weiser   |
|              | d. Transit Services Committee  |  | D. Fleming  |
| <b>VIII.</b> | <b>Next Meeting Agenda Items (4:25)</b>  |  |             |
|              | a. Election of 2018 Leadership   |  |             |
|              | b. Appoint TCCOG Representative to Tompkins County Emergency Response and Oversight Committee                  |  |             |
|              | c. Update from Tompkins County Planning Department on Article 239 review process                               |  |             |
| <b>IX.</b>   | <b>Adjournment</b>   |  |             |

### Upcoming Meetings:

*Energy Task Force* will meet following TCCOG in Old Jail Conf. Room

*EMS Task Force* will meet Oct. 25 and Nov. 14 at 5pm - 6:30pm at Dept. of Emergency Response

*Community Choice Aggregation* – no meeting scheduled at this time.

**Tompkins County Council of Governments**

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**Attendance**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>
Elizabeth Thomas	Member/Town of Ulysses	Present
Bill Goodman	Co-Chair, Town of Ithaca	Present
Ann Rider	Member, Town of Enfield	Present
Chuck Rankin	Member - Alternate, Village of Groton	Present
Ric Dietrich	Member, Town of Danby	Present
Michael Murphy	Member, Village of Dryden	Present
Donna Fleming	Vice Chair, City of Ithaca	Present
Mark Witmer	Alternate - Town of Caroline	Present
Linda Woodard	Member, Village of Cayuga Heights	Present
Tammy Morse	Alternate, Village of Trumansburg	Present
Dan Klein	County Legislator	Present
Katrina McCloy	Deputy Clerk, Legislature	Present

Guests: Kate Supron, Office of Community Relations, Cornell University; Anne Koreman, Town of Ulysses resident; Jennifer Kariou, Town of Ithaca resident; Candace Maxian, Johnson College of Business, Cornell University; and Terry Carroll, Cornell Cooperative Extension

**Call to Order**

Mr. Goodman, Co-Chair, called the meeting to order at 3:20 p.m.

**Minutes Approval**

June 22, 2017

**RESULT:**           **ACCEPTED [9 TO 0]**  
**MOVER:**           Ric Dietrich, Member, Town of Danby  
**SECONDER:**       Linda Woodard, Member, Village of Cayuga Heights  
**AYES:**             Thomas, Goodman, Rider, Rankin, Dietrich, Murphy, Fleming, Witmer, Woodard  
**ABSTAIN:**         Morse

July 27, 2017

**RESULT:**           **ACCEPTED [9 TO 0]**  
**MOVER:**           Ric Dietrich, Member, Town of Danby  
**SECONDER:**       Linda Woodard, Member, Village of Cayuga Heights  
**AYES:**             Thomas, Goodman, Rider, Rankin, Dietrich, Murphy, Fleming, Witmer, Woodard  
**ABSTAIN:**         Morse

August 24, 2017

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<b>RESULT:</b>	<b>ACCEPTED [9 TO 0]</b>
<b>MOVER:</b>	Ric Dietrich, Member, Town of Danby
<b>SECONDER:</b>	Linda Woodard, Member, Village of Cayuga Heights
<b>AYES:</b>	Thomas, Goodman, Rider, Rankin, Dietrich, Murphy, Fleming, Witmer, Woodard
<b>ABSTAIN:</b>	Morse

### **County Administration**

Mr. Mareane was not available to provide any updates.

Mr. Goodman stated the Shared Services Plan was approved by the panel of Mayors and Town Supervisors and has been submitted to the State and they are awaiting a response regarding an analysis of tax savings.

### **Introduction of Candice Maxian, Assistant Director for Public Engagement at Cornell**

Ms. Maxian provided a PowerPoint presentation entitled Introduction and Collaboration Discussion and explained that she specializes in public engagement that includes communities, government, and non-profit organizations. A collaboration of three schools at Cornell (Dyson Undergraduate School, SC Johnson College of Business, and School of Hotel Administration) are working to transfer critical thinking into practical solutions and bring into practice by working with communities, governments, and non-profit organizations.

Ms. Maxian said they are currently working with the City of Ithaca to develop and provide a professional development training series for senior level staff. The training series is open to all municipalities within the County at no cost. The series is entitled Learning Engaging Anticipating Demonstrating Boldly (LEAD Bold) and begins October 6<sup>th</sup> with a communication skills segment. At the request of some Committee members, Ms. Maxian will provide additional information following the meeting. Committee members requested information regarding future segments in advance of the events for better planning for participation.

Mr. Rankin inquired about what types of services Ms. Maxian could provide for the rural communities. Ms. Maxian stated currently there is work being done to develop a program for disadvantaged youth including youth from rural areas and explained that she has worked with Cornell Institute of Public Affairs (CIPA) and communities to develop shared services projects. She stated there are a wide range of opportunities that can be explored. Ms. Supron spoke of the background the Dyson Schools has in agricultural economics and their involvement will be to add to the scope of projects that could be explored.

### **Clean Energy Community project from NYSERDA**

Terry Carroll, Energy Educator, Cornell Cooperative Extension, updated the Committee on the Clean Energy Community Program in the County. He stated the program is a New York State Energy Research and Development Authority (NYSERDA) program designed for municipalities that required a municipality to complete four of ten high impact action items in order to apply for a grant. Four municipalities have been designated Clean Energy Communities that include Tompkins County and the Towns of Ulysses, Caroline, and Danby. He stated he was also working with the Village of Cayuga Heights, City of Ithaca, and Towns of Trumansburg and Enfield to complete their requirements of the

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grants.

Mr. Carroll explained that the Tompkins County application for grant funding that included \$250,000 in funds for assistance with electric vehicle purchases and \$250,000 for the position of Commercial Energy Navigator/Advisor. He said there are \$100,000 grants available for Towns and Villages and once those grants are awarded there will be ten \$50,000 grants available.

Ms. Thomas stated the Town of Ulysses is planning on using grant funds to convert a municipal building from natural gas to heat pumps and plan to work with an organization to create small funding incentives to encourage individual homeowners to make energy efficient changes to their residents.

Mr. Witmer said the Town of Caroline has been discussing various ideas and one that he is supportive of is a green revolving fund and spoke of some issues that they are working through.

Mr. Dietrich stated the Town of Danby plans to use the funding to install a mechanism to reduce heat loss in the Town of Danby Highway Department facility.

Mr. Carroll encourages every small to medium community to complete the following three actions that are low-cost or no-cost:

1. Benchmark Buildings Energy Usage - Mr. Carroll explained that he would set up building profiles and input the energy bills for the past twelve months and give instructions on how to input future energy bill data. This will allow a municipality to continue to monitor the usage and identify what is spent for energy and look into what efficiency measures could be taken to reduce energy use and operating expense.
2. Unified Solar Permit - Mr. Carroll would like to see all communities within the County use a unified solar permit and explained that permit only pertains to residential solar installation. This would allow for a streamlining of the process for residents to install on-sight solar panels and all installers in the area are familiar with the permit and this will also make the Code Enforcement Officers job easier. Mr. Carroll stated the document was updated in late 2016.
3. Code Enforcement Training - Mr. Carroll stated Code Enforcement Officers already are involved in training but this is done separately through a New York State contractor, TY Lin. This training is done through a module program to bring Code Enforcement Officers up to speed with the newest building code that is available, 2015 Energy Code, and will be put into practice for all new construction buildings moving forward.

Following a brief discussion regarding how these action items have helped those municipalities that have completed these tasks, Ms. Rider would like to work with the Town of Ithaca to finalize and complete the Code Enforcement Training. Ms. Woodard stated she would also like to work with the Towns of Ithaca and Enfield to complete this. Mr. Carroll stated he would talk with the Contractor about this.

Mr. Carroll stated that if a municipality was involved in a solarization project in 2014 with Solar Tompkins and can demonstrate municipal involvement that project could be used. He stated the City of Ithaca and the County both used electric vehicle charging stations as a component and explained that there are incentives available from the State. Ms. Thomas stated the Town of Ulysses was installing a charging station for less than \$3,000.

Mr. Carroll said he was available to speak with Town Boards about the potential grant funding. Ms. Rider and Mr. Witmer thanked Mr. Carroll for speaking to their Boards to move the Towns forward with projects so they were eligible to apply for the grant funding.

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### **Structure of TCCOG Meetings**

Mr. Goodman spoke of the problem at the last few meetings with there not being a quorum and would like to reach out to the municipalities that have not been in attendance. He explained the basic structure of the Committee that includes having two Co-Chairs who serve two-year terms and alternate facilitating meetings and there is one Vice-Chair. This year Ms. Weiser's term as Co-Chair will be expiring and if there is someone interested they should let him know.

Mr. Goodman would like input from Committee members as to what type of format they would like to see at meetings. He spoke of some meetings being packed with presentations and leaving very little time for discussion. He inquired if Committee members would like to concentrate on one topic and devote a large portion of time to that and still have shorter presentations. He would like to start next month with having "municipality check-in" that would allow each representative to two or three topics/issues involving their municipality and see if there are similar issues occurring in other municipalities.

Ms. Rider stated that one of the reasons she attends is to hear the bigger views that are taking place and believes there are a large number of topics covered because there are so many subjects to cover.

Ms. Witmer is supportive of Mr. Goodman's idea of municipalities reporting and it will generate discussions between communities. Ms. Thomas and Mr. Dietrich are also supportive. Mr. Dietrich spoke of general discussions regarding everyday issues that are taking place: not just things that are going well but problematic things also. Ms. Woodard stated these discussions could drive the topics that a presentation could be provided for.

Ms. Morse stated the Clerk's Association used to have quarterly meetings to discuss day-to-day operations that were very informal but at the same time very helpful.

Ms. Supron suggested reaching out to those municipalities not in attendance to see why they are not attending and what could be done to improve their attendance.

Ms. Woodard would like to organize a lobbying trip to Albany to lobby against State issues. Ms. Supron stated Charles J. Kruzansky, Cornell University, Albany Office, may be able to assist in organizing a Tompkins County lobbying day. She suggested having him attend a meeting to discuss lobbying issues prior to going to Albany. She will reach out to Mr. Kruzansky and coordinate with Ms. Pottorff, Chief Deputy Clerk of the Legislature, to schedule a time. Ms. Woodard said a sub-committee could be formed to develop a schedule regarding the lobbying day. Ms. Supron said she can also assist with organizing lobbying in Washington D.C.

Mr. Rankin suggested reducing the number of meetings held annually. Committee members discussed not holding a meeting in August and December.

Mr. Goodman suggested increasing the length of the meeting to two hours if there is a consideration of reducing the number of meetings. Ms. Thomas stated the Energy Task Force sometimes has meetings at 4:30 p.m., immediately following this meeting. Ms. Woodard suggested if there is a special topic and more time is needed then it could be considered. The consensus of those present was that a two-hour meeting may be too long.

Ms. Woodard suggested possibly having "field trips" to review some of the initiatives municipalities are undertaking.

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Ms. Morse suggested letting the Clerks of the municipalities know about the meetings and possibly they could assist in improving attendance of those municipalities not represented consistently.

### **Report from Subcommittees**

#### Emergency Services Task Force

Mr. Goodman reported that the Emergency Services Task Force did not meet in August but had a meeting September 27th. He said there is a new group of Cornell University students through the Cornell Institute of Public Affairs (CIPA) program working with the Task Force and expects to have some recommendations to bring forward in a few months.

Mr. Witmer inquired about the information being collected by the Task Force and spoke of the Town of Sidney establishing an ambulance service. Mr. Goodman stated they have had discussions with NYS Emergency Medical Services and an attorney from Buffalo who deals with similar issues in the State. They have been collecting information on what other communities are doing about volunteer recruitment and the lack of services and will continue to do so prior to coming back to this group.

#### Sustainability Committee: Community Choice Aggregation Work Group and Energy Task Force

Mr. Goodman stated Ms. Weiser was at a statewide meeting for Community Choice Aggregation and she will be able to report next month regarding this.

#### TCCOG Energy Task Force

There has been no meeting of the TCCOG Energy Task Force since TCCOG's last meeting.

Ms. Thomas stated she would be checking with the Tompkins County Energy Task Force to see if the work being done by the TCCOG Task Force was the same. She said the County Task Force may be the one that continues if there is a duplication of work being done and she will report back so this can be discussed further at a future meeting.

#### Cable Committee

Mr. Dietrich stated there has been no action regarding the Cable Committee and they are having difficulty keeping people interested in continuing with the Committee.

#### Transit Services Committee

Ms. Woodard stated there was no meeting in September.

### **Next Meeting Agenda Items**

- Mr. Dietrich would like to report in October on the Cayuga Lake Steering Committee. He explained that they are in the process of establishing the Steering Committee who will be reaching out to all agencies involved with Cayuga Lake and water. They are planning a conference on looking at rural actions and the affects they are having on drinking water in the City and the cost involved for the City of Ithaca. He said they may be looking for sponsorship from TCCOG but will know more next month.
- Mr. Goodman stated he would like to begin "Municipal Check-ins" at the next meeting. He also said that Scott Doyle, Tompkins County Planning and Sustainability Department, would be in attendance to review General Municipal Law, Article 230 requirements.

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- Discussion of organizing lobbying efforts.

### **Announcements**

Mr. Witmer reported that New York Municipal Insurance Reciprocal (NYMIR) will be hosting two training sessions on November 1, 2017, 9:00 a.m. to 12:00 a.m. and 1:00 p.m. to 4:00 p.m. at the Brooktondale Fire Hall. These trainings will include Blood Borne Pathogens, Sexual Harassment in the Workplace, Workplace Violence, and Hazardous Materials. He will forward the information to Ms. Pottorff for her to forward to members.

Ms. Supron said the Town Gown Resource Fair is being held on October 27th, 8:30 a.m., at TST BOCES. There will be representatives from across the County with no formal presentations. She asked for members to contact her if they have ideas of representatives they would like to see attend.

Mr. Dietrich stated Emergency Management Services is conducting a Crisis Emergency training on October 20th, 8:30 a.m. to 12:30 p.m., on Brown Road. If members are interested, they can contact Beth Harrington.

### **Adjournment**

The meeting adjourned at 4:32 p.m.

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