

Tompkins County Council of Governments
Regular Meeting Minutes - APPROVED
Thursday, February 22, 2018 3:00 PM
Legislature Chambers

Attendance

| Attendee Name | Title | Status | Arrived |
|----------------------|---|---------------|----------------|
| Martha Robertson | Member, Tompkins County | Present | |
| Elizabeth Thomas | Member, Town of Ulysses | Present | |
| Mark Witmer | Alternate, Town of Caroline | Late | 3:05 PM |
| Linda Woodard | Member, Village of Cayuga Heights | Present | |
| Tammy Morse | Alternate, Village of Trumansburg | Present | |
| Beth McGee | Member, Town of Enfield | Late | 3:21 PM |
| Donna Fleming | Co-Chair, City of Ithaca | Present | |
| Donald Scheffler | Member, Town of Groton | Present | |
| Jason Molino | County Administrator | Present | |
| Marcia Lynch | Public Info. Officer, County Administration | Present | |
| Katrina McCloy | Legislature Office | Present | |
| Christina Dravis | Director of Dispatch | Present | |
| Lee Shurtleff | Director, Department of Emergency Response | Present | |

Guests: Paula Younger, Executive Director of Government and Community Relations, Ithaca College; Martha Hubbard, Director of Community and Corporate Partnerships, Tompkins Cortland Community College; Kate Supron, Office of Community Relations, Brian Robinson, and Osamu Tsada, Cornell University; and Media

Call to Order

Ms. Fleming, Co-Chair, called the meeting to order at 3:02 p.m.

Greeting/Sign In/Review Agenda

Ms. Fleming stated there was a lack in attendees today likely due to the New York State Association of Towns Conference.

There were no changes to the agenda.

Minutes Approval

January 25, 2018

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| RESULT: | DEFERRED |
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Introduction and Welcome of New County Administrator, Jason Molino

Ms. Fleming introduced and welcomed Jason Molino, County Administrator, to the meeting.

Mr. Molino provided a brief background of his work in municipal government including his

position as City Manager of Batavia, Genesee County, New York. He has worked with a similar group to this committee in Genesee County and looks forward to working with the Tompkins County Council of Governments. He would like to meet with each jurisdiction in the next few months to discuss issues and begin developing a good working relationship.

Mr. Witmer arrived at this time.

Presentation and Discussion - Swift911

Ms. Dravis provided a PowerPoint presentation entitled SWIFT911 for Tompkins County Municipalities and Departments, which provided a brief overview of the Swift 911 System launched by the County and City the Fall of 2017. She explained the System is available for use by municipalities and this presentation is the first official outreach to municipalities as a whole and offered to provide the same to individual municipalities if they are interested. She stated each municipality would have a primary and secondary contact person to send out the messages and the 911 Center could also be utilized to send out messages if there was a need. She will also provide training to designated personnel.

Ms. Lynch explained there was a news conference in October 2017 regarding the System and there are plans to hold more in the future to further publicize and provide information to the public.

Ms. Robertson inquired about how this system works in relation to the State system. Ms. Dravis explained that a notification would be received from the State system and forwarded through the County system if need be. Ms. Robertson suggested reaching out to Highway Departments as this may be beneficial to them regarding road conditions.

Ms. Morse arrived at this time.

Update on Training Academy

Ms. Hubbard reviewed the background of the TCCOG Training Academy creation resulting from a desire to have high-quality, affordable training to all local governments within the County and part of the New York State Shared Services Property Tax Savings Plan for Tompkins County. The Academy is operated by Tompkins Cortland Community College (TC3) BIZ and provides a variety of trainings to all local governments within Tompkins County at a discounted price. She explained the trainings are based on and customized for local governments and municipalities which differ from private sector business.

Ms. Hubbard spoke of trainings available including communication, listening, conflict management, and Excel skills. She distributed a list of workshops with a brief description of each and briefly reviewed them. She also welcomes any input for other topics people are looking for.

Ms. Hubbard is still in need of a designated "point person" to approve and register municipal employees for trainings from the Towns of Caroline, Danby, Enfield, and Groton and the Villages of Cayuga Heights, Freeville, and Lansing. She explained that with one person registering individuals from various municipalities they maintain control of their training budget. She is in need of help spreading the word about these workshops and these opportunities for the success of the program overall.

Committee members made the following suggestions to Ms. Hubbard:

- Distribute the flyers electronically to the TCCOG distribution list; and
- Offer workshops in the areas of Microsoft Word, Public Meetings Law, communicating with constituents and complaints, and required annual planning board member trainings; and

- Offer workshops during evening hours.

Ms. Hubbard stated that when employees are sent to training during work hours the employer is reinforcing the importance of learning and they are investing in that employee and his or her training.

Report from Subcommittees

Transit Services Committee

Mr. Witmer reported he attended his first meeting of the Transit Services Committee and there was a large amount of talk regarding the future of the Tompkins Consolidated Area Transit (TCAT). TCAT will be receiving eleven new buses and plans to retain three older buses to begin new services in developing areas. In addition, TCAT is looking to expand its garage facility and is in the preliminary stages of looking at new areas for such a facility. Mr. Witmer spoke of the possibility of the TCAT facility sharing a space with one of the Town Highway Departments.

Ms. McGee inquired about the downtown bus terminal and stated it is in very unpleasant conditions. She believes there should be something done as this is a gateway for people to enter this community. She suggested if there are plans for TCAT to expand its space could something be done in conjunction with the bus terminal. Ms. Fleming will check with the City to see what she can find out regarding the terminal.

Cable Committee

Ms. Fleming stated Ric Dietrich was unable to be at the meeting but had e-mailed his report from the Cable Committee. "The Committee had its first meeting with Charter and they next meet on March 16th".

Committee members discussed and agreed it is difficult to reach someone at Spectrum to talk about the problem of service being decreased but rates still being increased.

Committee members are interested in more information regarding a franchise agreement. Ms. Supron spoke of the need to negotiate franchise agreements as a group. She explained that communities that had an agreement that has expired have tried to negotiate and never received a response. She suggested speaking with Jason Leifer and Ric Dietrich about the franchise group. Ms. Robertson inquired if this could be a monopoly and if communications need to be made to the Attorney General's Office.

Ms. Fleming will obtain more information regarding the March 16th meeting to send out to members and suggested contacting the Public Service Commission since they also accepted complaints regarding this.

Energy Task Force

Ms. Thomas reported the Energy Task Force will not be meeting today. She stated the LED street lights are moving forward and Michael Thorne, City of Ithaca, has organized a meeting, "LED Street Lights, What Municipalities Need To Know", with George Woodbarry, Light Smart Energy Consulting, March 12, 2018, 1:00 p.m. to 4:00 p.m., at the Tompkins County Public Library. All elected officials and municipal employees are welcome to attend.

Next Meeting Agenda Items

Extending Meetings to two hours?

Ms. Thomas explained the idea of extending the meeting time is only for certain lengthier topics or discussions that may run over the regular time period allotted and this would only be on an occasional basis.

Future Meeting Agenda Items (ID #7642)

Ms. Fleming stated there have been two topics added in the meeting: franchise agreement discussions and conditions of the downtown bus terminal. She invited Committee members to make any suggested topics if they wish to do so.

Ms. Robertson clarified that the County Housing Officer report should be changed to County Housing Planners and they should be ready to report earlier than Fall 2018 and possibly in a few months. She explained that one issue Megan McDonald, Deputy Commissioner of Planning and Sustainability Department, is interested in reporting on is the infill analysis she has completed; she has met with some municipalities and is interested in meeting with the remaining ones.

Ms. Thomas is concerned about the bacteria in the lake and is interested in forming a group to lobby in Albany for water quality. She inquired about previous discussions regarding planning a trip to Albany to do some lobbying and suggested moving some of the water quality topics to earlier months. Ms. Fleming stated there were other topics they were interested in lobbying for besides water quality.

Ms. McGee is interested in hearing from other municipalities regarding their practices in contracting and how they account for Fire Department Management. She would also like to discuss the possibility of a shared position, a shared service, between municipalities to assist with economic development in all municipalities countywide.

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| RESULT: | COMPLETED |
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Adjournment

The meeting adjourned at 4:15 p.m.