

PLANNING COMMITTEE MEETING MINUTES

Committee meetings are now open to the general public.
We ask that you continue to practice safe social distancing requirements.

Thank you!

Date: Wednesday, May 31, 2023 @ 9:00 AM

Location: *Supervisors' Committee Room, 2nd floor of the government center*

Planning Committee Members Present: *Leuer, Davis, Gozelski, Granger (9:08 AM), McCormick*

Absent: Kehl, Roberts

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; B. Ryan/Board Chair

Department Agenda Item	Discussion	Decision	Action
Committee Chair's Agenda			
1. <u>Alle-Catt Wind Energy Private Well Survey</u>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <u>SEORA Lead Agency Notice for Village of Perry – "Complete Streets" Local Law</u>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

At 9:08 AM Supervisor Granger, T/Gainesville entered the meeting during the below Agenda Item.

<p>3. County, Towns and Villages maintaining cemeteries</p> <ul style="list-style-type: none"> • Committee Chair Leuer, T/Middlebury asked for a show of hands indicating what towns have taken some responsibility of maintaining cemeteries within their respective towns. • Supervisor Berwanger, T/Arcade indicated that he and other Town of Arcade officials along with representatives of the Arcade Cemetery Association met with New York State Division of Cemeteries regarding a retaining wall failure at the Park Street cemetery. He further indicated that the Town Clerk would be the receiver of funds for the sale of plots. The Town would contract grave digging. Supervisor Berwanger, T/Arcade went on to explain that the first step in taking over a cemetery would be to have an audit done of the Association's funds. There are only 2 auditors for the entire state. That step has been done for Arcade. Currently awaiting results. There is a \$250K trust that can only be used for capital improvement. There's a \$75K estimate to repair the retaining wall. And Supervisor Berwanger, T/Arcade learned that there is a potential for some reimbursement by NYS (from the point of declaration to the point real property is transferred to the town). • Supervisor Gozelski, T/Castile indicated that by law towns are obligated to take over maintenance when Cemetery Associations are no longer capable. • Supervisor Davis, T/Covington indicated having just the Pioneer Cemetery to maintain. Any subsidy provided to cemetery associations for mowing/maintenance needs to be paid to the association so they can pay for services. The towns should not pay those expenses directly, according to an OSC audit finding. Wyo. Co. Comm. Action has a new youth program. • Chairwoman Ryan, T/Warsaw indicated that the Warsaw Cemetery Association anticipates having to abandon in 4 – 5 years. The town has budgeted for some support. Next month transfer of the real property / Town employees will perform maintenance through year end 2023. 	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
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Department Agenda Item	Discussion	Decision	Action
<ul style="list-style-type: none"> Supervisor McCormick, T/Java indicated they have four (4) cemeteries. Supervisor Granger, T/Gainesville indicated five (5) cemeteries <ul style="list-style-type: none"> Town contracts out the mowing Committee Chair Leuer, T/Middlebury indicated an abandoned eight (8) acre cemetery Oxydental Chemical maintained as a courtesy. The town is not agreeable to taking over responsibility. <p><i>There was some discussion over cemeteries being highly regulated by the state; if there were youth programs where by an interested youth could earn some money by providing some mowing and trimming services.</i></p>			
1:00 PM – Planning & Development w/J. Bragg			
1. Planning Department Reports/Updates: <ul style="list-style-type: none"> Presentation on the Municipal Zero-Emission Vehicle (ZEV) Infrastructure Grant Program 	<i>GFLRPC Dir. Richard Sutherland</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. FYI ~ Contract (\$3,000 and under): <ul style="list-style-type: none"> <i>Richard Charles Ryan, DBA RiX Carpet Cleaning LLC</i>, 5432 Minor Road, Warsaw, NY 14569 for professional cleaning of 32 chairs in the Ag & Business Center Suite C Conference Room in the amount not to exceed \$128.00; effective June 1, 2023 through the completion of the job. (MUNIS CONTRACT #1533)✓✓ 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. Amend Resolution No. 22-514: Amend resolution with <i>New York State Office of Community Renewal (OCR) and Community Action for Wyoming County</i> for the implementation of NYS CDBG Program, Grant #1279CVHR99-22 for the Farmworker Housing Program to correct the contract numbers in the resolution, they were inadvertently reversed. (MUNIS CONTRACTS #768 and #769)	<i>Resolution Template</i>	Motion: Davis Ayes: 5 Noes: Absent: 2 Kehl, Roberts	Carried: XXX Defeated: Referred to: *RESOLUTION
4. <u>Current Planning Department Projects</u>	See attached	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Department Agenda Item	Discussion	Decision	Action
5. Wyoming County, through the efforts of Congresswoman Tenney, continues to work on becoming a member of the Northern Borders Regional Commission		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
6. <i>Climate Pollution Reduction Grant opportunity</i> <ul style="list-style-type: none"> Grant is through the Environmental Protection Agency covering a 6 county region. \$1M over 4 years 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Countywide Zoning Program w/D. Roberts			
1. <u>Monthly Report – April 2023</u>	<i>Towns of Java and Pike are out of the program.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <u>Munis Income Statement 2023</u>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. Position Fill: <p style="text-align: center;"><i>Zoning Dept.</i></p> One (1) position of <u>Account Clerk</u> (1.00 FTE) (position code 031.002) CSEA agreement, Sch. A, grade 4 (\$17.97 - \$19.77) to replace Lisa Aures, who transferred to another department. Position available date: June 7, 2023.	<i>Code Enforcement Officer Roberts indicated that he has no intention to fill this position immediately, as two towns have backed out of the program.</i>	Motion: Gozelski Ayes: 5 Noes: Absent: 2 Kehl, Roberts	Carried: XXX Defeated: Referred to: FINANCE
Wyo. Co. Water Resource Agency w/S. Perkins			
1. Operational Update (As Needed): <ul style="list-style-type: none"> WCWRA Silver Lake Dredging Project Phase 3 Water Meter Replacement Grant – Bid Results 2023 Project Opportunity Listing Planning for 2023 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Wyo. Co. Chamber of Commerce w/S. Gardner			
	<i>~ Nothing to Report ~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Wyo. Co. Business Center (LDC) w/J. Pierce			
	<i>~ Nothing to Report ~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Industrial Development Agency w/J. Pierce			
	<i>~ Nothing to Report ~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Solid Waste w/			
	<i>~ Nothing to Report ~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Space Allocation w/			
	<i>~ Nothing to Report ~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Arts Council w/J. Swaby			
	<i>~ Nothing to Report ~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Business Education Council w/			
	~ Nothing to Report ~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Signature of Committee Chairman: p/D. Leuer (minutes prepared by *C. Ketchum*).

Next Planning Committee Meeting scheduled for **Wednesday, June 28, 2023 @ 1:00 PM.**

Committee Chair Initials: _____