



PLANNING & ENVIRONMENTAL QUALITY COMMITTEE

Monday, February 9, 2026, Time: 1:00 PM
74 Ontario Street, Committee Room 213, 2nd floor
Canandaigua, NY 14424

Committee Members

Kristine Singer, Chair
Tate Colburn
Ester Dickinson
Roslyn Grammar
Jan Regan
Tim Schiefen
Mark Venuti

1. Call to Order:

The Planning and Environmental Quality Committee meeting was called to order at 01:00 PM on February 9, 2026.

Members Present: Supervisor(s) Kristine Singer, Tate Colburn, Esther Dickinson, Roslyn Grammar, Jan Regan, Tim Schiefen, Mark Venuti.

Others present in addition to committee members:

- Chris DeBolt, County Administrator
- Alissa Bub, Deputy County Administrator
- Meghan Maslyn, Deputy County Administrator
- Holly Adams, County Attorney
- Matt Turetsky, Assistant County Attorney
- Lea Nacca, Assistant County Attorney
- Carla Jordan, Sustainability & Solid Waste Director
- Regina Sousa, Sr. Planner
- Tom Harvey, Planning Director
- Ryan Davis, Economic Developer
- David Shaw, Reporter
- Jackie Augustine
- Noemi Smith
- Holly Smith, Grants Coordinator, Webex
- Meliday Kuzniar, Community Developer, Webex
- Kaitlynn McCumiskey, Sustainability Assistant, Webex
- Julie Barry, Associate Planner, Webex
- Alicia Richie, Visitor Connection President, Webex
- William Wellman, BOS Chairman
- David Baker, City of Canandaigua Supervisor
- Donald Cotter, Town of Canandaigua Supervisor
- Nancy Yacci, City of Canandaigua Supervisor
- William Namestnik, Town of Hopewell Supervisor
- Peter Ingalsbe, Town of Farmington Supervisor, Webex
- Linda Phillips, Sr. Planner
- Kyle Ritts, Sr. Planner
- Thomas Lyon, Sr. Planner
- Jeff Green, Casella Compliance Manager
- Megan Webster, Soil & Water Director
- Jacob Maslyn, CCE Ag. Educator
- Tim Record
- Kate Ott, Public Health Director, Webex
- Mary Gates, Finance Director, Webex
- Stacy Schmitt, Buyer, Webex
- Erin Holley, Sr. Clerk, Webex
- AJ Magnan, Webex

2. Approval of Minutes:

Supervisor Mark Venuti motioned to approve the minutes of the January 5, 2026 Planning and Environmental Quality Committee meeting. The motion was seconded by Supervisor Roslyn

Grammar. The motion passed.

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Esther Dickinson, Roslyn Grammar, Jan Regan, Tim Schiefen, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

3. County Administrator:

County Administrator, Chris DeBolt, reviewed how the State budget process works between the executive budget and each of the house budgets.

4. Team Agency Updates:

Jacob Maslyn let the committee know that CCE has a lot going on with the classes that they are holding and Ag. in the classroom program.

Jacob Maslyn presented a resolution entitled, "Proclamation for March as Agriculture Month".

Supervisor Tate Colburn motioned to approve the resolution as presented. The motion was seconded by Supervisor Tim Schiefen. The motion passed.

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Esther Dickinson, Roslyn Grammar, Jan Regan, Tim Schiefen, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Megan Webster distributed the 2025 Soil and Water annual report and quarterly newsletter and provided the following updates:

- At this month's Board meeting she will be presenting their 2025 accomplishments.
- The soil health workshop will be held on April 24th.
- They received 1.85 million dollars to partner with the Town of Canadice for a road stabilization project.
- The septic system replacement fund is currently in the 4th round of funding, and they just announced they will receive funding for round 5.

5. Presentations:

Jackie Augustne is requesting the County provide matching funds for the Geneva Greenway Trail Project. The City of Geneva is applying for a NYS DOT grant, and they are seeking funding for a portion of the 20% local match funding. The local match would be around \$600,000. A small portion of the local match could come from in-kind services. The City of Geneva is seeking \$300,000 from the County towards the local match.

The friends of the Geneva Greenway are working with the City on this project. Geneva Greenway received ARPA funding for building a pedestrian bridge on the trail. This funding would fund the other two bridges that are needed and the rest of the work that needs to be done to finish the project.

- Supervisor Regan stated that there are no County parks in Geneva, so it would be nice for the County to contribute to the project.

- Supervisor Colburn clarified that the City is really only looking for \$300,000 and not the full \$600,000. Ms. Augustine confirmed, yes, just \$300,000.
- Supervisor Schiefen asked if this project is contingent on their grant application being approved. Ms. Augustine, said yes, they will only be able to do the project if they receive the grant funding.
- Supervisor Singer asked where the other matching funds would come from to make up the other \$300,000? Ms. Augustine said the the City and Town have agreed to contribute \$50,000 each. The rest would come from the friends of Greenway fundraising and in-kind services.
- Supervisor David Baker likes the idea of the project, but doesn't know if we have the legal authority to provide the matching funds. County Attorney, Ms. Adams, noted that she can't find legal support for this type of providing matching funds. Mr. Baker asked if we don't have the legal authority to provide the matching funds, can provide support to them without providing money. Ms. Adams said that she would look into it.
- Supervisor Venuti noted that the trails could be expanded greatly into other municipalities and asked the County Attorney's office to look at the legality of providing funding to the City so we could get a resolution on this month's Board meeting agenda.
- Supervisor Singer asked the County Attorney's office to draft a resolution for the Ways and Means committee and the Board to consider. It should include conditions on finding out if it is legal for the county to provide this funding and that the funding is contingent on the City receiving the grant.
- County Administrator, DeBolt, noted that they will also need to find out if the County can commit 2027 funding outside the budget process.

The committee agreed to have the County Attorney's office draft a resolution for the Ways and Means agenda to provide an intent to fund the trails project.

Noemi Smith gave a presentation on ReUse Systems, Inc.'s 5-year plan. She provided a document to the committee that she reviewed and noted that they are still looking for a retail location. The committee accepted the report.

Supervisor Jan Regan motioned to approve the release of the balance of ReUse Systems, Inc.'s funding. The motion was seconded by Supervisor Roslyn Grammar. The motion passed.

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Esther Dickinson, Roslyn Grammar, Jan Regan, Tim Schiefen, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

6. Casella:

Jeff Green provided the following landfill updates:

- They are working on their annual report.
- General operations are going well.
- The cold weather has been helpful to the site.
- No other DEC inspection reports have been received since last year.

7. Sustainability & Solid Waste Management:

Carla Jordan let the committee know that the County needs to look at what infrastructure will help

meet the County's solid waste management goals post landfill closure. Staff is recommending putting out a request for solutions (RFS). This would be similar to the request for interest that the county has done in the past. This would be to see what ideas are out there for infrastructure options prior to starting an RFP process.

The committee thought that putting out an RFS was a good idea.

Supervisor Tim Schiefen motioned to approve the department to send out an RFS as presented. The motion was seconded by Supervisor Tate Colburn. The motion passed.

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Esther Dickinson, Roslyn Grammar, Jan Regan, Tim Schiefen, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Ms. Jordan also informed the committee that they are releasing an RFP for an organic's management plan this month. They received grant funds to help offset the cost of this project.

She then passed out the 2026 event calendar.

Regina Sousa presented the following resolutions entitled:

- ~ Resolution to Award and Contract for BID 26020 - On-site Document Destruction
- ~ Authorization for Renewal Agreement with Enviro World Corp. for Backyard Composting Program Services
- ~ Authorization to Contract with Casella for Hauling and Recycling of Residential Tires for Special Collection Events
- ~ Authorization to Contract with Casella for Hauling and Recycling of Mattresses for Special Collection Events

Supervisor Roslyn Grammar motioned to approve these resolutions, as presented as a block. The motion was seconded by Supervisor Tate Colburn. The motion passed.

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Esther Dickinson, Roslyn Grammar, Jan Regan, Tim Schiefen, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

8. Tourism:

Ms. Richie talked about their accreditation process and noted that they were provided an extension to get their re-accreditation information submitted. They needed some extra time due to the switch over of executive directors. She then let the committee know that the virtual museum is almost complete. All signs and plaques have been ordered. All the signs are up. Only a few plaques need to be placed. They are working on organizing a central location to find information about America's 250 events. They have been able to integrate Google Maps into their website to help website visitors. She will bring a sample next cycle. They recently partnered with I Love New York for a familiarization tour with international travelers.

9. Economic Development:

Ryan Davis provided the following updates for the EDC and IDA:

- They are working closely with tourism to help with their small business and housing needs.
- Round 1 of interviews are complete for the housing position. Round 2 interviews are being set up for the end of the month.
- IDA over the last 15 months have approved 20 new projects and have more project presentations coming up.
- Their annual report kick-off meeting is this week. He will present the report to committee in April.

Ryan Davis distributed the final draft of Economic Development's strategic plan for the committee to review and comment on. He will bring a resolution for adoption next month.

10. Planning Department

Thomas Lyon informed the committee that he is still in discussions with municipalities and trail groups regarding the county-wide trail map. He will bring more updates to the committee once things start to be finalized.

Tom Harvey let the committee know that he would be retiring at the beginning of July this year. He then reviewed how they choose the projects for their 2025 Planning Department highlights that were in the committee packet.

The presentation of the 2025 closed projects and 2026 current project list was pulled from the agenda.

Linda Phillips presented a resolution entitled, "Resolution to Declare Lead Agency Status and Establish a Public Hearing for the 2025 Annual Inclusion of Viable Agricultural Land in the Ontario County Consolidated Agricultural District #1".

Supervisor Mark Venuti motioned to approve the resolution as presented. The motion was seconded by Supervisor Esther Dickinson. The motion passed.

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Esther Dickinson, Roslyn Grammar, Jan Regan, Tim Schiefen, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Kyle Ritts presented a resolution entitled, "Appointment of Benjamin Wickham as Town of Seneca Representative to the Ontario County Planning Board".

Supervisor Roslyn Grammar motioned to approve the resolution as presented. The motion was seconded by Supervisor Tate Colburn. The motion passed.

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Esther Dickinson, Roslyn Grammar, Jan Regan, Tim Schiefen, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

11. Board of Supervisors:

Kristin Voss presented a resolution entitled, "Resolution Approving the Official Undertaking of Public Employees Fidelity (Blanket) Bond for Genesee/Finger Lakes Regional Planning Council".

Supervisor Mark Venuti motioned to approve the resolution as presented. The motion was seconded by Supervisor Roslyn Grammar. The motion passed.

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Esther Dickinson, Roslyn Grammar, Jan Regan, Tim Schiefen, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

12. County Administrator:

Christopher DeBolt presented a resolution entitled, "Appointing the Members of a Search Committee for the Director of Planning position".

Supervisor Tate Colburn motioned to approve the resolution as presented. The motion was seconded by Supervisor Roslyn Grammar. The motion passed.

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Esther Dickinson, Roslyn Grammar, Jan Regan, Tim Schiefen, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Meghan Maslyn and Lea Nacca gave a brief overview of the short-term rental registry law. The County needs to decide if they are going to opt in or out by June 25, 2026.

After hearing the presentation, the committee unanimously agreed to not opt into the registry at this time and to work with State representatives to continue trying to update our occupancy tax law. If we can update our occupancy tax law, then we may want to consider opting in at a later date.

13. Unfinished Business or Other Items to be Brought before the Committee:

There was no unfinished business to be brought before the committee.

14. Executive Session:

The executive session was deferred to the next committee meeting.

15. Next meeting date and time:

March 9, 2026 at 1:00 PM

16. Adjournment:

On a motion of Supervisor Mark Venuti, seconded by Supervisor Esther Dickinson, the Planning and Environmental Quality Committee meeting was adjourned at 03:09 PM.

Respectfully Submitted, Kristin A. Voss, Clerk