



PLANNING & ENVIRONMENTAL QUALITY COMMITTEE

Monday, May 11, 2026, Time: 1:00 PM
74 Ontario Street, Committee Room 213, 2nd floor
Canandaigua, NY 14424

Committee Members

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

1. Call to Order:

The Planning & Environmental Quality Committee meeting was called to order at 01:00 PM on May 11, 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, Webex
- Holly Adams, County Attorney, Webex
- Lea Nacca, Assistant County Attorney
- Carla Jordan, Solid Waste & Sustainability Director
- Regina Sousa, Sr. Planner
- Tom Harvey, Planning Director
- Betsy Landre, Sr. Planner
- Linda Phillips, Sr. Planner
- Kyle Ritts, Sr. Planner
- Megan Webster, Soil & Water Director
- Mo Tidball, CCE Director
- Jeff Green, Casella Engineer
- Erin Holley, Sr. Clerk, Webex
- Julie Barry, Associate Planner, Webex
- Stacy Schmitt, Buyer, Webex
- Kaitlynn McCumisky, Sustainability Assistant, Webex
- Mary Gates, Finance Director, Webex
- Alicia Richie, FLVC President, Webex
- William Wellman, BOS Chairman
- William Namestnik, Town of Hopewell Supervisor
- Donald Cotter, Town of Canandaigua Supervisor
- Lisa Moore, Town of S. Bristol Supervisor
- Nancy Yacci, City of Canandaigua Supervisor, Webex
- Peter Ingalsbe, Town of Farmington Supervisor, Webex
- James Kennedy, City of Geneva Supervisor, Webex
- Kristin Voss, BOS Clerk
- Ryan Davis, Economic Developer
- Melody Kuzniar, Community Developer
- Robert Richardson, Manager of Housing
- Jessica VanDeMar, FLVC Marketing Specialist
- Carolina Taylor, FLVC PR & Contact Associate
- David Shaw, Reporter
- Christopher Bennem, S. Bristol Resident
- Tim Jensen, Associate Planner, Webex

2. Approval of Minutes:

Supervisor Roslyn Grammar motioned to approve the minutes of the April 6, 2026 Planning &

Environmental Quality Committee meeting. The motion was seconded by Supervisor Jan Regan. 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. Casella:

Jeff Green provided the following updates regarding landfill actives:

- Jeff showed a map of where the stage three, phase three final closure cap and infrastructure construction will start in June. The NYS DEC has approved this final cap design.
- They are continuing to add more gas collection wells.
- They are still working through the back-up of leachate due to their usual outlets not being able to take as much as they usually do. This is an issue across the state and not just for Casella. They are working with the NYS DEC to find additional disposal outlets.
- With all the rain, the hill is saturated with water and has increased the gas production and odor volumes. The flares are being used more than normal to help with this.
- They have been submitting routine odor reports to NYS DEC.
- Filing operations have become visible from Route 5 & 20.
- On April 25th they hosted the HHW event with around 550 people attending.

4. Sustainability & Solid Waste Management:

Carla Jordan provided the following event updates:

- The Geneva mattress collection event collected 145 mattresses from 67 households.
- The household hazardous waste event had 563 households participate.
- The tire collection event collected 780 tires from 114 households.
- The backyard composting program sold all units and some of the back stock.
- The paper shredding event in Bloomfield is full and they have started a waitlist.
- The E-Waste event coming up in Bristol has over 350 people registered.
- The next mattress collection event will be in Victor, and they are expecting that to fill in the first few days of registration.

The presentation of the Ontario County regional biosolids disposal feasibility study was postponed to the June committee meeting.

Regina Sousa presented a resolution entitled, "Award of Contract to MSW Consultants for Development of an Organics Management Plan".

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

Carla Jordan presented a resolution entitled, "Approval of Municipal Funding Project Guidelines".

Supervisor Mark Venuti motioned to approve the resolution as presented. The motion was seconded by Supervisor Jan Regan. 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.

Carla Jordan presented a municipal funding request from South Bristol for assistance with holding three community information sessions and mailing information to residents. The sessions and mailings will be on the landfill, proper waste management, and recycling.

Supervisor Roslyn Grammar motioned to approve the funding request as presented. The motion was seconded by Supervisor Jan Regan. 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.

5. Economic Development:

Ryan Davis introduced his department's new employee, Rob Richardson, Manager of Housing Strategy and Development. They are working with AR Builders for a PILOT for a housing unit to be built in Hopewell. They are working with the Geneva LDC for a partnership with ReUse. The department is working with Finger Lakes Visitors Connection for market research to find out more about where people are coming from and where they are spending their money. He presented this week at Leadership Ontario on economic development.

Melody Kuzniar presented a resolution entitled, "Resolution Setting Date for Public Hearing for Community Development Block Grant Application".

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.

Ryan Davis presented a resolution entitled, "Appointment of Stephanie Buisch and Esther Dickinson to the Ontario County Housing Ad Hoc Committee".

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

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

6. Planning Department

Linda Phillips presented a resolution entitled, "Re-Approval/Clarification of Tax Parcel ID for the Inclusion of Viable Agricultural Land in Ontario County Consolidated Agricultural District #1 from

the 2025 Annual Agricultural District Enrollment Period".

Supervisor Mark Venuti 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.

Kyle Ritts presented a resolution entitled, "Re-appointment of Thomas Kugris as the Town of East Bloomfield 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.

Betsy Landre presented the following resolutions entitled:

~ Authorize a Grant Contract Extension with the NYS DEC for Round 19 Water Quality Improvement Program for Black Brook-Black Creek Drainage Study

~ Award RFP R26056 and Authorize Agreement with Hydras Engineering, PLLC for Completion of Black Brook-Black Creek Drainage Study

Supervisor Roslyn Grammar motioned to approve these resolutions, as presented as a block. The motion was seconded by Supervisor Jan Regan. 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.

Tom Harvey let the committee know that for several years they have been working with the Town of Canandaigua and the State of New York regarding code enforcement at the airport. The primary issue is the privately owned structures that are on airport-owned property, causing issues about who should be issuing permits and doing inspections. The Town of Canandaigua has agreed to let the County do all things related to code enforcement on airport-owned property. They will bring a resolution approving this agreement next cycle.

7. Tourism:

Jessica VanDemar talked about the virtual museum launch event, which was successful even with the rainy weather. Carolina Taylor talked about media familiarization tours and how they impact our tourism.

8. County Administrator:

Christopher DeBolt presented a resolution entitled, "Funding Source for Tourism Promotion in Ontario County".

Supervisor Tate Colburn motioned to approve the resolution as presented. The motion was seconded by Supervisor Jan Regan. 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.

9. Team Agency Updates:

Megan Webster showed photos of flooding in the County after the last few rainy weeks. They are working on immediate and long-term flooding remediation. She then discussed the projects that they just received grant funding for.

Mo Tidball reviewed the information submitted in the committee packet and let the committee know that the "Meet Your Farmer" event is coming up at the New York Kitchen on May 17th.

10. Board of Supervisors:

Clerk Voss asked the committee what date they wanted for their department budget review meeting. The committee decided on August 18th from 1:00 pm - 4:00 pm.

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

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

12. Executive Session:

Supervisor Roslyn Grammar motioned to enter executive session at 2:21 PM for POL§105 (1) (d) - Discussions regarding proposed, pending or current litigation. Supervisor Esther Dickinson seconded the motion. The motion passed.

Supervisor Tim Schiefen motioned to exit executive session at 2:40 PM. Supervisor Roslyn Grammar seconded the motion. The motion passed.

13. Next meeting date and time:

June 8, 2026 at 1:00 PM.

14. Adjournment:

On a motion of Supervisor Mark Venuti, seconded by Supervisor Roslyn Grammar, the Planning & Environmental Quality Committee meeting was adjourned at 02:41 PM.