

**Planning & Development Committee**  
**March 12, 2013**  
**Minutes**

**Members Present:** Committee Chair Barry Ormsby, Legislators Robert Thomas, Philip Reed, Allen Drake, John Peck, Michael Behling, Chairwoman of the Board Carolyn Fitzpatrick

**Others Present:** Legislators Jennie Adsit, Anthony Doldo, County Administrator Robert Hagemann, Deputy Administrator Michael Kaskan, County Attorney David Paulsen, Planning Director Don Canfield, Fire and Emergency Management Services Director Joseph Plummer and Deputy Director Fred Lampman, Highway Superintendent James Lawrence, Undersheriff Paul Trudeau, Watertown Daily Times Reporter Daniel Flatley, Senior Typist Torri Richmire

Chairman Ormsby called the meeting to order at 6:45 p.m. The minutes of the February meeting were approved without objection or correction.

Chairman Ormsby introduced a resolution adopting revised Guidelines and Administrative Procedures in Relation to the County's Housing Improvement Program funded by NYS Community Development Block Grant (CDBG) Awards and entertained a motion for consideration. A motion was duly made by Legislator Peck and seconded by Legislator Reed. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Ormsby introduced a resolution authorizing agreement for Development and Submission of a Community Development Block Grant (CDBG) Application to the NYS Office for Community Renewal and Development and Administration of Grant Program and entertained a motion for consideration. A motion was duly made by Legislator Drake and seconded by Legislator Reed. There being no discussion, the Committee agreed to sponsor the resolution as presented.

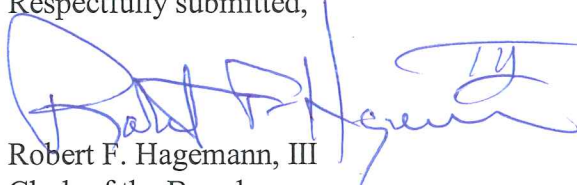
Chairman Ormsby introduced a resolution approving appointment to the Jefferson County Planning Board and entertained a motion for consideration. A motion was duly made by Legislator Peck and seconded by Legislator Thomas. There being no discussion, the Committee agreed to sponsor the resolution as presented.

Planning Director Donald Canfield advised that the Jefferson County Community Development Block Grant (CDBG) Housing Program has received six consecutive awards from New York State for the housing rehabilitation program, the last one being in 2012 for \$750,000. He stated that through 2012 the \$3.65 million total at completion will allow them to have rehabilitated 138 units throughout most towns in the county since 2007. He stated that there are great partners in the administration of this program and associates who do a terrific job in preparing applications and administering the program. He stated that they hire Neighbors of Watertown as local program coordinator and they do all the heavy lifting, such as accepting applications, hiring contractors to do construction site inspections, and income qualification for the program. There is a very successful

team that has been built over the past six years and he hopes that it will continue.

There being no further business, on a motion by Legislator Behling seconded by Legislator Peck and unanimously carried, the meeting adjourned at 6:50 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Robert F. Hagemann, III". The signature is stylized and includes a large flourish at the end.

Robert F. Hagemann, III  
Clerk of the Board