



CAPITAL DISTRICT
**Regional
Planning
Commission**

CDRPC Local Government Workshop

Wednesday, January 9, 2019
HVCC Bulmer Telecommunications Center
8:00 am – 4:30 pm

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- Albany Victory Gardens
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- New York State Department of Environmental Conservation
- New York State Energy Research and Development Authority
- New York State Office of Fire Protection & Control
- Office of the New York State Comptroller
- Radix Center
- Town of Brookhaven
- Town of Clifton Park

Workshop Agenda At-A-Glance

- 8:00 am Registration and Networking
- 9:00 am **2018 Erastus Corning 2nd Achievement Awards for Intermunicipal Cooperation (CM 1)**
(including panel discussion)
- 10:15 am Break
- 10:30 am Concurrent Session #1

Auditorium	Meeting Room 1	Meeting Room 2	Meeting Room 3
Natural Resource Mapper	Developing and Multi-Year Plan CM 1.5	NGOs and Green Infrastructure CM 1.5	Chapter Five of the NYS Building Code - Fire Service Features and Appendix D CM 1.5

- 12:00pm Lunch
- 1:00pm Concurrent Session #2

Auditorium	Meeting Room 1	Meeting Room 2	Meeting Room 3
Planning Community Solar	Ethics for Public Officials CM 1.5E	Trunk Sewers CM 1.5	Introductory Flood Insurance Program (I of II) CM 3 (for attending both parts)

- 2:30 pm Break
- 2:45pm Concurrent Session #3

Auditorium	Meeting Room 1	Meeting Room 2	Meeting Room 3
Planning Case Law Update CM 1.5L	Shared Services CM 1.5	Asset Management CM 1.5	Introductory Flood Insurance Program (II of II)

Thank you to our member counties:



AICP CM Credits made available thanks to our partners at the New York Upstate Chapter of the American Planning Association (APA). All credits pending approval by APA.



American Planning Association
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Making Great Communities Happen



Session Details

9:00 am

2018 Erastus Corning 2nd Achievement Awards for Intermunicipal Cooperation: CDRPC will recognize individuals, municipalities, and organizations whose efforts have significantly contributed to the advancement of regional development and planning through intermunicipal or inter-agency cooperation. **Presented by:** Mark Castiglione, AICP, Executive Director, Capital District Regional Planning Commission

10:30am Concurrent Session #1

Developing a Multi-Year Plan: In this session, attendees will learn the importance of adopting a thorough multiyear financial plan and a multiyear capital plan. We will discuss how having a well-developed and routinely reviewed multiyear plan for both your finances and your capital assets can significantly increase the reliability of your budgeting, assist in monitoring financial condition, and help create a platform for increasing meaningful communication both within your municipality, as well as with your taxpayers. We will share with you, tools available from the New York State Office of the State Comptroller, to assist in creating your written plans. **Presented by:** Dan Acquilano, Associate Examiner, Division of Local Government and School Accountability, Office of the State Comptroller.

Natural Resource Mapper: This session will profile DEC's online interactive mappers and ways they can be used in planning and project review to identify and understand environmental resources and quality. The presentation will briefly review the Environmental Resource Mapper and EAF Mapper and spend more time introducing two new tools, the Hudson Valley Natural Resource Mapper and DECinfo Locator. Presenters will provide live demos as well as information about data sources and limitations. **Presented by:** Nate Nardi-Cyrus, Conservation and Land Use Specialist, NYSDEC Hudson River Estuary Program/Cornell and Cathleen Kittle, Bureau Director, Web and Editorial Services, NYSDEC Office of Communication Services

NGOs and Green Infrastructure: Green Infrastructure is traditionally thought of as rain gardens or porous pavement, but GI can also include land use and reclaiming vacant land for uses that compliment and facilitate stormwater management. Therefore, during this session, attendees will hear about how several GI practices can holistically incorporated on one site and how three local non-profit institutions are employing "non-traditional" GI practices on vacant or underutilized land in urban areas. Not only do these efforts put land back in productive use, but they also provide for vegetated landscapes to absorb stormwater. **Presented by:** Amy Klein, CEO, Capital Roots. Scott Kellogg, RADIX Center. Gregory Sheldon Albany Victory Gardens and Sean Taylor Cornell Cooperative Extension.

Chapter Five of the NYS Building Code - Fire Service Features and Appendix D: The goal is to familiarize building officials, fire officials, plans examiners, inspectors, design professionals, contractors, and others in the construction industry with many of the important changes in Chapter 5/Appendix D of the 2015 International Fire Code with New York State Amendments. **Presented by:** Presenter: Christopher A. Roth, C.P.C.A, Chief Fire Marshal / Town of Brighton

1:00 pm Concurrent Session #2

Ethics for Public Officials: Ethics for Local Government Officials and Volunteers, including the Code of Ethics as defined by Public Officers Law section 74. It will also include Public Officers Law section 73 as it relates to Outside Activities, Restrictions on Political Activities, Nepotism, Gifts, Honorarium, Official Activity Expenses, and Post-Employment Restrictions. **Presented by:** Thomas A. Capezza, Esq. Director – Carter | Conboy Attorneys at Law

Planning Community Solar: This session will provide assistance to municipalities, with knowledge to facilitate ideas for properly incorporating solar PV language into local zoning laws and policies. The session is designed to provide tools for zoning provisions that promote solar energy systems while protecting community character and the environment. Local zoning should promote sustainable energy systems while providing balance with common local requirements and concerns. This session will highlight best practices to provide a practical approach for facilitating solar energy systems in

New York State. **Presented by:** John Scavo, Director of Planning, Town of Clifton Park and Emilie Flanagan, Project Developer, Borrego Solar

Trunk Sewer Investigation and Rehabilitation: This presentation includes a detailed technical discussion of the tools, techniques, and methods used to perform an extensive evaluation of a sanitary sewer system's trunk sewer and its subsequent rehabilitation projects. The session will begin with a summary of the study phase of the trunk sewer investigation including condition assessments of the various sections of the trunk sewer, challenges of video inspection of large diameter pipe while in service, various pipe materials and sizes, and manholes. Discussion will address recommended rehabilitation and replacement strategies that were chosen carefully by evaluating life cycle costs of potential alternatives. Lastly, this session will cover a series of recommendations for both maintenance and capital projects that were presented and discussed as a part of the study phase and then proceeded to implementation. **Presented by:** Chad Kortz, P.E., Director of Engineering, and Jim Thatcher, Manager, C.T. Male Associates

Introductory Flood Insurance Program Workshop (3-hour program with break): This session will lead participants to National Flood Insurance Program (NFIP). Participants will be introduced to the requirements of the program, including but not limited to building code, map reading, and the Federal and State Regulations. Lastly, some best practices will be discussed about proper building and record keeping practices to ensure compliance with the NFIP and state building code. **Presented by:** David Sherman, Environmental Program Specialist, NYSDEC and Tom Blanchard, Environmental Program Specialist, CFM, NYSDEC

3:00 pm [Concurrent Session #3](#)

Shared Services: The Town of Brookhaven has developed an innovative planning tool that will not only redesign the government of the second largest town in the State and provide meaningful results to its constituents, but also provide a model and catalyst for government reinvention and best practices statewide. The Municipal Consolidation Efficiency Plan, aptly named Brookhaven United, was designed in collaboration with partners to reassess services, redesign government models, and redeploy service delivery protocols across municipal boundaries. The plan was awarded the sole \$19.7 million MCEC grant in recognition of the visionary solutions and their potential to impact governments throughout the state. This session will review the key components of the Brookhaven United plan and discuss how they can be implemented in Counties, Towns and Villages throughout the Capital District. **Presented by:** Matt Miner, Chief of Operations, Town of Brookhaven. Nicole Allen, AICP, Planning Services Manager, Ben Syden, AICP – Vice President, Laberge Group

Case Law Update: Get the latest information on a dynamic year for New York courts as they reviewed and issued decisions on a wide variety of land use approvals and denials. If you are looking for insight into how courts thought about and assessed local planning and zoning decisions in 2017 and 2018, this session will provide you a close look at the laws and standards that are applied to both approvals and denials issued by your board. The class will highlight teachable cases from across the state which aim to provide a framework of land use law that can become useable by a planning or zoning board members in the coming year. **Presented by:** Libby Coreno, Esq., Director and Shareholder, Real Estate Development Law, Carter Conboy, P.C.

Asset Management Fundamentals: This presentation will discuss asset management principles and how asset management plans are powerful tools for communities in making capital planning decisions. We will go over what should and should not go into an asset management plan and provide some example asset management plans and how they were implemented. Drivers for developing asset management plans and possible sources of funding that are available in developing asset management plans. **Presented by:** Greg Bold, P.E., CDM Smith. AJ Brooks, P.E. Arcadis

Speaker Bios

Dan Acquilano, Associate Examiner, Division of Local Government and School Accountability, Office of the State Comptroller

Dan Acquilano is an Associate Examiner in OSC's Division of Local Government and School Accountability. He has been with the State Comptroller's Office since 2005. Dan was the lead auditor on a variety of municipal audits and has conducted countless training sessions for every type of local government throughout New York State. Dan graduated with honors from Rochester Institute of Technology, earning his bachelor's Degree in accounting with a minor in sociology. Dan is a certified military financial planner, and an instructor at the US Naval War College in Newport, Rhode Island.

Nicole Allen, AICP, Planning Services Manager, Laberge Group

Ms. Allen fully manages the planning department and directs all planning, grants and community development projects and staff. Ms. Allen is a seasoned manager and has overseen the successful procurement and administration of funding for communities throughout New York State.

With over eighteen years of experience, she has developed and managed a wide range of planning projects, including: comprehensive plans; brownfield redevelopment plans; "town center" plans; "complete street" policies; government efficiency studies (i.e. consolidation, dissolution and shared services studies); economic and community development strategies; zoning regulations, subdivision regulations; design guidelines; and recreational studies for numerous communities. Her comprehensive experience centers around developing realistic plans, implemented over time, by linking community needs with the priorities of local, regional, and state agencies.

Her zoning knowledge has assisted communities in New York and Connecticut with code revisions to address best management practices and a range of new issues such as alternative energy structures. In addition, Ms. Allen has served as a planning consultant to numerous municipal boards to oversee the site plan and subdivision plan review processes. Ms. Allen is also responsible for the oversight of the State Environmental Quality Review (SEQR) and the environmental regulatory process requirements for a wide variety of projects and clients, including those for municipal, industrial, commercial, and residential projects.

Ms. Allen has authored and co-authored numerous published articles in client-related publications and has been a trainer/presenter at several technical conferences.

Tom Blanchard, Environmental Program Specialist, CFM, NYSDEC

Tom Blanchard has a master's degree in Geography and Environmental Planning from Southern Illinois University at Carbondale where he studied floodplain processes and dam safety. He joined DEC in 1985 and the Bureau of Floodplain Management in 1996. He became a Certified Floodplain Manager in 2000 and Certified Code Enforcement Officer in 2004. He is currently the floodplain manager for a DEC's Region 4 Office.

AJ Brooks, P.E., Arcadis

Mr. Brooks is a Project Engineer with Arcadis with a total of 9 years of project experience, which includes engineering studies and design through construction administration, oversight, and design services during construction for a wide range of engineering projects. He has experience with water and wastewater treatment facility design, conveyance systems, stormwater drainage, pump system analysis, water quality analysis, hydrologic and hydraulic modeling. Mr. Brooks earned his Certificate in Asset Management from the Institute of Asset Management and has worked on several asset management plans in the Capital District.

Greg Bold, P.E., CDM Smith

Mr. Bold is a project manager with CDM Smith with 25 years experience helping communities plan and implement water and wastewater infrastructure projects. Mr. Bold has worked on multiple asset management plans in the Capital District for communities and sewer districts helping them document their inventory, assign initial asset ratings, determining how best to fill in data gaps and developing capital improvement plans.

Thomas A. Capezza, Esq. Director, Carter Conboy, P.C.

Thomas A. Capezza practices in the areas of White Collar Litigation and Investigations, Technology, Cyber and eDiscovery, Corporate Governance and Investigations, and Law Enforcement. Tom has nearly 20 years of criminal and civil investigatory and litigation experience, including eight years as an Assistant U.S. Attorney with the Criminal Division of the U.S. Attorney's Office, Northern District of New York (Albany); three years as an Assistant U.S. Attorney with the Civil Division of the U.S. Attorney's Office, Eastern District of Michigan (Detroit); three years as Enforcement Counsel with the U.S. Securities and Exchange Commission (NYC); and four years as an Assistant District Attorney with the Suffolk County District Attorney's Office.

Tom has broad experience with the investigation and litigation of matters involving financial and securities fraud, health care fraud, pharmaceutical and FDA violations, cross-border crimes and violations of numerous other federal and state laws.

Libby Coreno, Esq., Director and Shareholder, Real Estate Development Law, Carter Conboy, P.C.

M. Elizabeth "Libby" Coreno, Esq. is an attorney with Carter Conboy, P.C., in its Saratoga Springs office. Her practice is concentrated in real estate development including acquisition, site selection, land use approval, finance and litigation for a wide variety of industries (hospitality, health care, industrial, etc.). Ms. Coreno often provides strategic guidance to private clients, and as special counsel to municipal clients, in the areas of environmental and land use law on a wide range of issues including the legal implications of board actions, the limits in municipal authority, and the application information necessary to enable a board to make proper determination.

Emilie Flanagan, Project Developer, Borrego Solar

After 7 years of working in Asia and Europe, primarily in strategic advisory, deal structuring and raising capital for energy infrastructure projects, including the advisory team of KPMG Singapore, Emilie founded, and managed a business that focused on the development of 2 to 5 MW waste-to-energy and solar projects in Southeast Asia. Having relocated back to the United States over 1.5 years ago, she is currently working for Borrego Solar developing and building over 80 MW of community and utility scale solar energy projects in the State of New York.

Cathleen Kittle, Bureau Director, Web and Editorial Services, NYSDEC Office of Communication Services

Cathy Kittle is the Director of the Web and Editorial Services Bureau for the New York State Department of Environmental Conservation. Ms. Kittle's 25-year career with DEC has always been focused on outreach and website management. She is currently project lead for DECinfo Locator.

Scott Kellogg, RADIX Center

Scott is the Educational Director of the Radix Ecological Sustainability Center and the Urban Agriculture Chair of Albany's Sustainability Advisory Committee. He has a M.S. in Environmental Science from Johns Hopkins and a Ph.D. in Science and Technology Studies from RPI. He presently is visiting faculty in the masters in environmental education program at Bard College.

Amy Klein, CEO, Capital Roots

Amy Klein has more than 30 years of professional experience in non-profit management, strategic planning, program development, fundraising and financial oversight. As Chief Executive Officer at Capital Roots (formerly Capital District Community Gardens), she spearheads the 40+ year-old non-profit's mission to nourish healthy communities by providing access to fresh food and green spaces for all.

Since joining Capital Roots in 1996, she has launched ten new programs that increase access to fresh, affordable food in our region's underserved neighborhoods and expanded the non-profit's geographical reach to include four counties. She currently oversees 32 staff members who work to implement the various programs that have been created under her leadership, including the nationally recognized Veggie Mobile.

Chad Kortz, P.E., Director of Engineering, C.T. Male Associates

As Director of Engineering, Mr. Kortz is responsible for the overall management of the firm's quality management program, serves as operations manager for Civil Engineering Division, and manages Civil Engineering-led multi-discipline projects. He has over 20 years of career experience in water and wastewater engineering. He has managed numerous public projects for municipalities and New York State Agencies and has successfully managed multi-discipline projects from the planning and conceptual stages right through to startup and operation. He also possesses the operations skills and understanding of the owner's responsibilities having managed a public works operation for 6 years enhancing his ability to advance projects to successful completion.

Matt Miner, Chief of Operations, Town of Brookhaven

Matt Miner is the Chief of Operations and Director of Finance for the Town of Brookhaven. Mr. Miner has over 28 years of experience in local government on Long Island, working extensively in Waste Management, Building Management and Enforcement, Budget Development, Capital Planning and Project Management, Human Resources Management, and Contract Negotiations.

Prior to his tenure as Chief of Operations, Mr. Miner has served as Brookhaven Town's Deputy Supervisor, Commissioner of Waste Management, and Commissioner of Building and Fire Prevention. Previously he served as Suffolk County Deputy Commissioner of Health Services, and as the Town of North Hempstead's Director of Operations and Finance, Commissioner of Buildings, and Executive Director of the Town's Solid Waste Management Authority.

Mr. Miner began his career at the New York State Department of Environmental Conservation in 1990.

Mr. Miner holds a bachelor's degree in Mechanical Engineering from Western New England College. He lives in Center Moriches, New York with his family.

Nate Nardi-Cyrus, Conservation and Land Use Specialist, NYSDEC River Estuary Program

Nate works on the Estuary program through a partnership with the Cornell University Department of Natural Resources. Nate joined the program in 2018 and provides extension programs, tools, and technical assistance to municipal and regional partners in the Hudson Valley to promote conservation of important natural areas and habitat.

Christopher Roth, Chief Fire Marshal, Town of Brighton

Chris has 22 years of experience as a Fire Marshal and Building Inspector. He also has 20 years of fire service experience, achieving the highest rank of Chief of his Department. Chris has served various roles in Monroe County Fire Marshals and Inspectors Association and is past president of the New York State Fire Marshals and Inspectors Association. In addition, he holds an Associate Degree in Fire Protection Technology from Corning Community College and currently serving as Chairman of NFPA 96 - Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations.

John Scavo, Director of Planning, Town of Clifton Park

Mr. Scavo has 18 years of professional planning experience and has been with Clifton Park since 2008. He started his career as the City Planner for the City of Cohoes from 2000 to 2004. During this time Mr. Scavo also served as Chairman of the Cohoes IDA and was a founding member of the Cohoes Local Development Corporation. Mr. Scavo then joined the Laberge Group, a municipal consulting firm from 2004 to 2008 and served in the capacities of Sr. Planner and Senior Community Development Specialist.

Gregory Sheldon, Albany Victory Gardens

Gregory Sheldon is an international community development and sustainability specialist. He has over a decade of fieldwork experience in Asian and South American culturally pertinent, economically viable, sustainability programs for community basic need access. Greg is currently engaged in community development activities in the West Hill neighborhood in the City of Albany dealing with food access and urban agriculture

David Sherman, Environmental Program Specialist, NYSDEC

David Sherman is an Environmental Program Specialist in the Floodplain Management section of the Albany, NY Central New York State Department of Environmental Conservation (NYSDEC), a position he has held since 2013. During that time, he has reviewed and assisted communities in several counties in updating their local laws for floodplain management to remain compliant with the National Flood Insurance Program. He has also conducted approximately 50 Community Assistance Visits and several Community Assistance Calls throughout the state.

Ben Syden, AICP, Vice President, Laberge Group

Ben Syden, AICP currently holds the position of Vice President at Laberge Group. Mr. Syden has over 25 years of experience with New York State municipalities and industries in the areas of strategic planning, economic and community development, financing, government efficiency, land use regulations, downtown revitalization, grant writing, and management. Mr. Syden has overseen the development of more than 150 community planning projects and has secured almost \$213 million in funding for clients.

Ben is frequent facilitator, author and guest speaker on the topic of economic development, rural planning, and government efficiency and shared services, and brings a unique twist on the concept of a “government do-over day” for New York State’s municipalities.

Mr. Syden attained a master’s Degree in Urban and Regional Planning, and a Bachelor of Political Science, both from the State University of New York at Albany. Currently Mr. Syden serves as the Vice Chairman of both the Town of Colonie IDA and the Local Development Corporation, as well as the Chairman of the Governance Committee. In addition, Mr. Syden is a member of the Latham Lassie’s Board of Directors, is a past Vice President of Programming of the Capital District Planning Association, past Director of Legislative Affairs for the Upstate New York Chapter of the American Planning Association, and is a member of the American Planning Association, New York Upstate State Chapter of the American Planning Association, the American Institute of Certified Planners, and is a former member of both the Albany County Planning Board the New York State Economic Development Council.

Sean Taylor, Environmental Educator for Cornell Cooperative Extension

Sean Taylor holds a degree in Environmental Science with expertise in Urban Agriculture and Environmental Sustainability. He is currently serving a Youth Educator for Urban Agricultural programs through Cornell Cooperative Extension. He liaisons for Albany Victory Gardens offering his expertise in sustainable agriculture as he pursues his master’s in Urban and Regional Planning.

Jim Thatcher, Manager, Community Development, C.T. Male Associates

As Manager for Community Development under the firm’s Civil and Environmental Engineering Divisions, Jim is responsible for fostering relationships with municipal, non-profit, and private clients and coordinating the identification of funding opportunities and submission of financing applications that meet clients’ diverse project needs.

Jim has nearly 20 years of experience in public financing programs and project implementation and compliance, and he has worked at C.T. Male Associates since 2015. Prior to that, Jim was an affordable housing Tax Policy Analyst with the National Council of State Housing Agencies in Washington, DC, and a Senior Associate with Avalon Associates in Glens Falls. He has a BA from Hamilton College and a Master of Public Administration from Cornell University. Jim lives with his wife and three boys in Queensbury, NY.