



COUNTY OFFICE BUILDING • 197 MAIN STREET • COOPERSTOWN, NEW YORK 13326

PLANNING DEPARTMENT

PHONE: (607) 547-4225

FAX: (607) 547-4285

Karen Sullivan, Planning Director

E-mail: sullivank@otsegocounty.com

**MEETING NOTES 2-4-2016
OF THE
OTSEGO COUNTY FARMLAND PROTECTION PLAN UPDATE**

Otsego County Planning Dept.
Cooperstown, NY

February 4, 2016
1 pm – 3 pm

Present: Jordan Clements(OCSWCD), Karen Sullivan and intern Jaclyn Courter (Co. Planning), Darla Youngs and Danny Lapin (OCCA)

Since the last committee meeting, steps have been taken to establish OCCA as the facilitator of the project and through a Memorandum of Understanding between OCCA and OCSWCD.

The meeting was requested by OCCA Dan Lapin to address questions that he has regarding the status of the project to date. Danny Lapin of OCCA presented a list of questions regarding the survey questionnaire, interviews and status of the project. K. Sullivan offered to Danny the actual surveys collected. Danny will take the time to reevaluate some of the responses for a better representation of the results of the survey conducted in 2013.

K. Sullivan mentioned she reached out to Dr. Carlene Ficano to see if there were any supporting documents regarding the interviews conducted by Hartwick College she may be able to provide us. An email of 12/15/2015 from CADE reported there were not enough solid interviews conducted by Hartwick students or real interview notes to share from the meetings. According to an email from Rebecca Morgan of CADE, "it is abundantly clear at this point that there is no information to pass from the interview project that would be relevant to the farmland protection plan project. "

Action items from meeting:

- Need to connect with Farm Bureau
- Need to establish meeting with update committee before end of Feb—Lapin will set up a Doodle poll to assess the committee's availability.
- K.Sullivan to provide list of Ag. Farmland Protection Board to D. Lapin
- Need to Schedule meeting for public outreach.
- Lapin will review other Ag & Farmland Protection Plans to determine

- appropriate inter-municipal review procedures to model.
- Lapin will work with K. Sullivan to obtain the necessary data to formulate a “master list of farms.”
 - Lapin will begin reevaluating survey responses.

2-4-2016

kas

DRAFT



COUNTY OFFICE BUILDING • 197 MAIN STREET • COOPERSTOWN, NEW YORK 13326

PLANNING DEPARTMENT

PHONE: (607) 547-4225

FAX: (607) 547-4285

Karen Sullivan, Planning Director

E-mail: sullivank@otsegocounty.com

**MEETING NOTES 4-15-2016
OF THE
OTSEGO COUNTY FARMLAND PROTECTION PLAN UPDATE**

Otsego County Planning Dept.
Cooperstown, NY

April 15, 2016
1 pm – 3:30 pm

Present: Danny Lapin (OCCA), Jordan Clements (OCSWCD), Karen Sullivan (Planning), James Powers (District 2 Rep.), Don Smyers (Cornell Cooperative), Ethan Rubenstein (Otsego Land Trust), Chris Tauzel of Schenevus, (committee member), Danny Lapin (OCCA), Harold Palmer (OC Ag. Farm Bureau).

D. Lapin provided an update on the status of the plan and members were asked to look over the table of contents. E. Rubenstein asked to include “preserve” to indicate the preservation of farmland.

Discussion continued on the possibility inquiring on insurance for crops lands and grants for farms to protect crops from hazardous environmental conditions such as floods.

D. Lapin discussed the “Farm Friendly Audit” that is being suggested by Ag. & Markets and plans to move ahead with audit for plan update.

The stakeholder interview list was reviewed and it was suggested by J. Powers to reach out to businesses via phone. It was also suggested we reach out to “sector” groups such as the beef producers etc. to see if we can attend their meeting and do a SWOT analysis amongst groups with common interest. D. Lapin said the drafted questions for the interviews are completed. Questions for the sector groups will have to be more related to particular interest of group.

C. Tauzel asked about the original interviews with the businesses and what happened with results. D. Lapin shared with members the only viable and usable results was with the financial sector. D. Lapin invited members to add suggestions to list. J. Clements suggested with stick with group sector meetings, due to limited time; reach out to associations as soon as possible.

D. Lapin mentioned he did attend the farm bureau meeting and handed out survey, but some individuals did not complete. The next farm bureau meeting is in May and the agenda is already quite full.

Other suggestions included contacting farmer's markets, veterinarians, Will's Orchard in Middlefield, Wineries etc. Members should share contact information with Danny.

Committee agreed we need to confirm what task members are willing to commit to. Next steps include a conference call with Ag. & Markets scheduled for 4/20.

Next meeting 5/17 at 3 pm, at the Meadows – Karen's office Rm. 37

2-27-2016

kas

DRAFT



COUNTY OFFICE BUILDING • 197 MAIN STREET • COOPERSTOWN, NEW YORK 13326

PLANNING DEPARTMENT

PHONE: (607) 547-4225

FAX: (607) 547-4285

Karen Sullivan, Planning Director

E-mail: sullivank@otsegocounty.com

**MEETING NOTES 4/29/2016
OF THE
OTSEGO COUNTY FARMLAND PROTECTION PLAN UPDATE**

Otsego County Planning Dept.
Cooperstown, NY

April 29, 2016
9:00 am-10:00am

The meeting agenda focused on the following items:

- Farm Friendly Surveys
- Sector Meetings
- Mapping
- Timeline and MOU
- Scheduling regular meetings

1. *Farm Friendly Surveys*: K. Sullivan offered the services of the department's intern Jaclyn Courter to assist with completing the farm friendly surveys. It was agreed to look at six communities in the County: Butternuts, Cherry Valley, Hartwick, Mayland (done), Springfield and Richfield Springs. The group agreed this was a good choice and K. Sullivan will instruct J. Courter on the process.

2. *Interviews*: The group agreed that 10 interviews should be sufficient and Kelsey and Jaclyn will assist with the interviews via phone. Danny will be the overseer of the interviews to answer any questions. K. Sullivan suggested that Kelsey time herself with the first two to see how long they will take and if any of the 20 +- questions is redundant.

3. *Sector Meetings*: Jordan is willing to present the SWOT process at the sector meetings. Danny will talk with Bill Gibson to find out when the next meetings are and Jordan will plan on being on their agendas. The identifiable groups at this point are Maple, Sheep, Beef, Bees and Dairy. Danny will email Jordan with contact information.

4. *Mapping*: The group feels the maps that are available and prepared by Southern Tier East will work for the plan. Danny mentioned providing a map showing active farms based on property code. K. Sullivan said this would likely show farmers receiving ag. Farm exemptions because farms can be in an ag. District but not be active. K. Sullivan mentioned that a "growth map" showing

the changes in non-commercial land becoming commercial land and then overlying active farms in the growth areas would show the impacts to farmers from commercial growth. The basic areas include Rt. 28 corridor, Rt. 20 and possibly 80.... Danny will check with STE to see if they are willing to provide such a map. If not, K. Sullivan will see if new Planner will be able to work on when she starts May 23.

5. MOU's: K. Sullivan addressed the fact the MOU between OCCA and OC Soil and Water may have to be revisited. Danny mentioned Darla Youngs is reviewing the timeline and anticipated work for the next phase to evaluate where in the process we are and how much more is anticipated. This should be ready next week some time.

Other information: Danny mentioned that obtaining participation from the Farm Service Agency (FSA) would be a top priority due to the nature of their programs and services. Danny has received the agency questionnaire from FSA, but has not heard anything from them since.

Danny said he will be reaching out to those to try to establish focus groups to work on specific sections of the plan. K. Sullivan suggested it may be more advantageous for us to draft the sections and ask these individuals to review and comment with a deadline. Karen feels that getting people to participate at a separate meeting may be less productive at this point in time. We prepare drafts for sections and send to knowledgeable individuals who can comment on the topic in stead of trying to get them to come to us

NEXT MEETING: Friday May 5, 2016 at 1 pm Planning Office.

4/29/2016
kas

Ag and Farmland Protection Plan Update meeting notes

May 6, 2016, 1 p.m.

Otsego County Planning Department

Attending: Jordan Clements, Danny Lapin, Jeff O'Handley, Karen Sullivan (calling in)

Due to a previous meeting running long, Karen Sullivan called in.

Jeff and Danny presented the Draft Task Allocation of Work Tasks and Revised Cost-Estimate. Since the document was sent out later than anticipated, neither Jordan nor Karen had the opportunity to review it in any detail before the meeting.

Karen stated that Planning Intern Jaclyn Courter had conducted three FFAs, believed to be Laurens, Milford and Hartwick. Jaclyn will be in on Wednesday. Danny asked for copies of the surveys, which Jaclyn or Karen will send over.

Danny stated that the committee members need to tell us what they can and can't do in those tasks. Suggested that Karen and Jordan look over the tasks and tell us what can be winnowed down and eliminated. At the 5/17 AFPPUC meeting, we will need to determine how the plan will be developed and who will be the primary author.

Danny reviewed work done by OCCA Intern Kelsey McKeighan since the last meeting. Kelsey has conducted 4 interviews. Each interview took between 45 minutes and 1 hour, though one lasted substantially longer, due to very targeted, unusual questions about the plan by the interviewee. Writing up the notes took an additional one to one-and-three-quarters hour per interview. There were no new responses for interviews, five potentials that can still be carried out. Don Marsh of Nationwide Insurance is a priority for interview. Other likely interviews are Tianna Kennedy (Star Route Farm); Bernie Ortensi (Ortensi Farm); Dan Sullivan; Flying Rabbit Farm in Otsego (owner's husband works with John Brennan); Aaron McLeod, Director of the Craft Food and Beverage Center at Hartwick College. Danny stated that it's important to explain the plan and what it is, and why it's important when conducting the interview. If Jaclyn is going to take on any of the additional surveys, Danny will want to coach her ahead of time.

Danny received two new SWOT responses from an event he did in October.

Danny stated they got on the agenda for three out of four stakeholder/sector meetings: Shepherds, Maple and Beekeepers. Shepherds is 5/19; Maple is 7/6; Beekeepers will be at June meeting. Farm Bureau agenda is very busy, may be able to go in June. Jordan will be running the exercises at the meetings.

Danny stated that we will soon be moving into the plan development. Need to move ahead and start creating the framework, and start to draft from there. It is still not determined who will be the lead author. There is concern that people will think the plan is suspect if the lead author is a non-ag agency/organization. Karen thought the best approach was to have OCCA do the draft, and give sections to the appropriate organizations for comment. Danny emphasized that this will increase time, thus costs. Jordan suggested using other, successful AFPPs as a model/source for language, adapted and changed for specific local conditions.

Jeff said we will need Jordan and Karen to press the committee to complete their assigned tasks.

Jordan stated any additional appropriations will have to be approved by his board; the next meeting is later this month. Jordan also stated SWCD would process the payment on Phase One.

Next meeting will occur on May 13 at 1 p.m., at Karen's office. At that meeting, we will review any changes needed to the updates. These changes will be presented to the AFPPUC at its next meeting on May 17.

Ag and Farmland Protection Plan Update meeting notes

August 10, 2016

Otsego County Planning Department – Classroom B – EMS Training

9:00 a.m.

Attending: Jordan Clements, OCSWCD, Leslie Orzetti, Ex. Director OCCA, Danny Lapin, Jeff O’Handley, OCCA and Karen Sullivan, County Planning

Leslie Orzetti, the new Executive Director for Otsego County Conservation Association was introduced.

Jordan Clements gave a brief update on the project status. Danny Lapin mentioned that we still need to finish the 10 stakeholder interviews and Farm Friendly analysis that the planning department’s intern, Jaclyn Courter is working on. Karen Sullivan mentioned Jaclyn just finished up the Ag. District 2 review and can now shift efforts to analysis. Karen Sullivan mentioned we received notice the existing grant contract with NYS Ag. & Markets has been extended until August 2017.

Jordan Clements will be attending the next Maple Producers meeting and Beef Producers meeting. Jordan to call both to confirm meeting dates and location. Jordan also will reach out to Meg Kennedy to discuss farmers markets.

Danny Lapin outlined the next steps:

1. Extend MOU with Otsego Soil and water to accommodate OCCA’s cost proposal. Proposal has already been submitted to Jordan for review with Soil and Water board.
2. Planning Department has money in State grant to cover cost of printing etc.
3. OCCA to prepare progress report prior to Soil and Water board meeting and discussion of extension of MOU.

Representatives from OCCA will meet next Monday August 15th at 9:30 a.m. with Jordan Clements to review extended MOU.

Having no further business, the meeting came to a close at 9:40 a.m.

Prepared and submitted by:

Karen Sullivan, Planning Director

8-11-2016