



# Planning Board

Monroe County, New York

**Adam J. Bello**  
County Executive

**William Santos**  
Chairman

## Monroe County Planning Board Meeting Minutes, January 30, 2025 - **DRAFT**

A meeting of the Monroe County Planning Board (MCPB) was held on January 30, 2025, at 3:30pm, in person, via Zoom, and live streamed on YouTube.

**Members Present:** William Santos, MCPB Chair; Sam Trapani, citizen member; Andrew Hollister, citizen member; Orlando Rivera, citizen member; Dave Watson, citizen member; Robert Colby, Legislator; Rachel Barnhart, Legislator; Robert Franklin, Dir. of Finance; Richard Tantalo, Dir. of Public Safety; Sean Murphy, Chief of Engineering & Facilities Mgmt Dept. of Environmental Services

**Alternates Present:** Adrienne Green, Law Dept. (for Deputy Co. Exec. Jeff McCann); Josh Pheterson, Law Dept. (for Asst. Co. Exec. Amy Grower); Joe Taddeo, Finance; Kristina Daugherty, Public Safety; Andy Fraser, DES (via Zoom)

**Planning Staff Present:** Yixuan Lin, Sr. Planner, Secretary to the Board; Lisa Huntoon, Asst. to the Secretary to the Bd.

**Others Present:** Aviation Department: Andy Moore, Director of Aviation  
Transportation Department: Thomas Frys, Director of Transportation  
Environmental Services: Richard Perrin, Deputy Director of DES

Chairman Santos called the meeting to order at 3:31 pm.

### **APPROVAL OF THE December 19, 2024 MEETING MINUTES:**

**Motion:** Mr. Murphy      **Seconded:** Legislator Colby      **Vote:** Motion Approved

### **ANNOUNCEMENTS and COMMUNICATIONS:**

Yixuan Lin announced some changes to members and alternates of the Board. The new alternate for Assistant County Executive Amy Grower is Josh Pheterson. The new member representing the Department of Environmental Services is Sean Murphy and his alternate is Andy Fraser. Chairman Santos welcomed them to the board.

**ACTION ITEMS:**

- a) Amend the 2024 Capital Budget to increase funding for the Airport Building Improvements Project in the amount of \$2,000,000, from \$3,000,000 to \$5,000,000, for a total project authorization of \$5,000,000.

**Presenter:** Andy Moore, Department of Aviation

**Discussion:** Mr. Moore shared that in November of 2024 the FAA introduced a supplemental grant program for airports needing terminal renovations. These are considered discretionary grants. For the level of funds available, they could only request grant money for one concourse. They chose Concourse B as those windows are in the worst condition among all windows on airport property. Those windows are 35 years old and many are in need of repair as the glazing is breaking down and the structure of the windows is starting to deteriorate. They would like to move ahead and get the project scheduled for this March and would take about 6 weeks to complete.

Mr. Moore provided the below information in response to questions from the Board:

- He was not certain why the Concourse B windows are in worse condition than Concourse A. There were not conclusive reasons why one was worse than the other.
- In the future they would like to pursue additional grant funding to improve the Concourse A windows as well.

**Motion:** Mr. Hollister

**Seconded:** Mr. Watson

**Vote:** Motion Approved

- b) Amend the 2025 Capital Budget to increase the project authorization in the amount of \$590,000, from \$2,075,000 to \$2,665,000, for a total project authorization of \$2,665,000, for the North Hamlin Road over Sandy Creek Bridge Project in the Town of Hamlin

**Presenter:** Thomas Frys, Department of Transportation

**Discussion:** Mr. Frys presented the bridge removal and replacement project over Sandy Creek Bridge located on North Hamlin Road between West Fork and East Fork Roads in the Town of Hamlin. The original project scope was to rehabilitate the existing bridge deck and maintain the steel superstructure. However, during the design phase it was determined both the deck and steel superstructure needed full replacement. After a life-cycle cost benefit analysis was completed, it was revealed that it was better to replace the steel. The replacement will save on future maintenance.

Mr. Frys provided the below information in response to questions from the Board:

- The project is expected to take approximately 4-6 months and anticipate to start in the spring with completion time in fall of 2025.
- The detour route has not been determined but may use West Fork, East Fork and Moscow Road.

- This is considered a bridge not a culvert. Generally, width over 20 foot is technically a bridge and those less than 20 foot is a culvert.
- This bridge was on the list needing repair/replacement. New York State DOT inspects bridges every 4 years and Monroe County inspects every 2 years. The ratings from both help determine the priority list.

**Motion:** Legislator Colby

**Seconded:** Mr. Murphy

**Vote:** Motion Approved

**OTHER BUSINESS:**

None

**NEXT SCHEDULED MEETING:**

- February 27, 2025 at 3:30 pm

**ADJOURNMENT:**

**Motion:** Mr. Franklin

**Seconded:** Mr. Hollister

**Adjournment:** 3:45 pm

