



Planning Board

Monroe County, New York

Adam J. Bello
County Executive

William Santos
Chairman

Monroe County Planning Board Meeting Minutes, April 24, 2025 - **DRAFT**

A meeting of the Monroe County Planning Board (MCPB) was held on April 24, 2025, at 3:30pm, in person, via Zoom, and live streamed on YouTube.

Members Present: William Santos, MCPB Chair; Mike Wiedemer, Vice Chair (via zoom); Andrew Hollister, citizen member (via zoom); Orlando Rivera, citizen member (via zoom); Dave Watson, citizen member; Millie Sefranek, citizen member; Robert Colby, Legislator (via zoom); Rachel Barnhart, Legislator (via zoom); 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); Conor McMahon (for Asst. Co. Exec. Amy Grower); Joe Taddeo, Finance

Planning Staff Present: Ana Liss, Dir. Planning & Development; Patrick Gooch, Sr. Assoc. Planner; Yixuan Lin, Sr. Planner, Secretary to the Board; Lisa Huntoon, Asst. to the Secretary to the Bd.

Others Present: Monroe County Library System: Jennifer Smathers, Associate Director; Katy Hasselwander; Finance Director
Information Services: Jennifer Cogle, Director; Ken Forney; Supervisor of Microcomputer Services
Law Department: Josh Pheterson, Sr. Deputy County Attorney

Chairman Santos called the meeting to order at 3:49 pm.

APPROVAL OF THE March 20, 2025 MEETING MINUTES:

Motion: Mr. Watson

Seconded: Ms. Sefranek

Vote: Motion Approved

ANNOUNCEMENTS and COMMUNICATIONS:

Ms. Yixuan Lin announced that a Land Use Decision-Making training workshop is scheduled for Thursday, June 12, at MCC from 4:00 PM to 8:30 PM. The topic of this training session is "Communities for All Ages: Integrating Age-Friendly Principles into Local Planning and Zoning." An event flyer was distributed to the Board.

ACTION ITEMS:

a) Modify the Recommended 2026-2031 Capital Improvement Program to Increase funding for the Library System Automation Project by \$235,000 for a total of \$1,630,000.

Presenters: Jennifer Smathers and Katy Hasselwander, Monroe County Library System

Discussion: Ms. Hasselwander shared that the automation system's annual expenses support the infrastructure for the 20 member libraries which include 32 locations. All of the public library computers are connected to the centralized circulation and database as well as the internet. They are separate from the county and city servers. The specific increase is due in part because they are seeing a rise in both hardware and software costs. In 2026 they have 2 server updates and quotes they received in previous years have risen. Additionally, Ms. Smathers shared they have an ILS (Integrated Library System) project coming up. Broadly speaking, the ILS is the enterprise software that is necessary to run the libraries. Any physical book in the library system is managed and processed through the ILS. The current contract will expire in 2027.

Ms. Smathers and Ms. Hasselwander provided the below information in response to questions from the Board:

- Access for both physical and digital material is increasing.
- The proposed numbers are based on quotes they previously received. The project has not been updated since 2016, and they will undergo a full interview and RFP process, so the numbers could change again when that is complete.

Motion: Mr. Murphy

Seconded: Mr. Tantalo

Vote: Motion Approved

b) Amend the 2025 Capital Budget to increase funding for the projects entitled "Network Infrastructure" by \$1,000,000, from \$8,300,000 to \$9,300,000, and "Office Equipment Refresh and Replacement" by \$2,500,000, from \$11,500,000 to \$14,000,000, and to decrease funding for the project entitled "ERP/Security" by \$3,500,000, from \$8,570,000 to \$5,070,000.

Presenter: Jennifer Cogle, Information Services

Discussion: Ms. Cogle shared this is not a request for additional funding, rather they are reallocating funds between three core areas for their capital projects. They have an ongoing process, going back about 20 years, in which they can revisit and rebalance where spending needs may have shifted. Currently they are making adjustments to move more funds into PCs, servers and networking equipment. Security does remain a high priority and are constantly needing to put products in place to protect the system from bad actors.

Ms. Cogle provided the below information in response to questions from the Board:

- There is ongoing training for users to be diligent about phishing attacks.
- The county does collaborate with the FBI and DHS and partake in ongoing simulations.
- The Chief Information Security Officer (CISO) is very involved in additional training and products.

Motion: Mr. Franklin

Seconded: Ms. Sefranek

Vote: Motion Approve

OTHER BUSINESS:

None

NEXT SCHEDULED MEETING:

- May 22, 2025 at 3:30 pm

ADJOURNMENT:

Motion: Mr. Franklin

Seconded: Mr. Tantalo

Adjournment: 4:13 pm

