



DIVISION OF PLANNING, COMMUNITY DEVELOPMENT & ENVIRONMENTAL MANAGEMENT

ACTIVITY REPORT September 2025

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I. PLANNING ACTIVITY

Land Use Planning & Technical Assistance:

GENERAL MUNICIPAL LAW – 239 Referrals					
Date Received	Date Requested	Project Name	Action Type	Referral ID #	Legislator
08/22/25	09/10/25	2-lot Subdivision / Lot line improvement	Subdivision review	FAL25-15	Ward
08/25/25	09/24/25	Na Sho Pa Villas	Subdivision review	MAM25-05	Salomone, Jr.
08/26/25	09/09/25	High St. Offices	Site Plan Review	MON25-11	Ward
08/26/25	09/09/25	Van Etten Oil pole barn	Site Plan Review	MON25-10	Ward
08/28/25	09/26/25	Gabrielli – Bldg extension	Site Plan Review	THO25-18	Ward
08/29/25	09/26/25	118 Bridgeville Rd.	Site Plan review	THO25-19	Ward
09/16/25	10/16/25	Newburg Egg	Site Plan Review	WOO25-03	Perrello
09/17/25	10/17/25	Thompson Comprehensive Plan	Adoption / Amendment of Comprehensive Plan	THO25-20	Ward
09/22/25	10/22/25	Proposed Local Law #1 of 2025	Other	BET25-05	M. McPhillips
9/25/25	10/24/25	Baim Living Trust 2-lot subdivision	Subdivision Review	TUS25-06	M. McPhillips

- Planning staff continue to work on providing training on a wide range of topics for municipal board members so they can get their required 4 hours of New York State Department of State Training. Upcoming trainings will include Delaware Engineering covering package plants for waste water treatment and a Pace University training that will offer credits for board members and continuing legal education credit hours for attorneys. Both the Delaware Engineering and Pace trainings are anticipated to take place later this fall. Staff continue to keep track of any future webinars from the Department of Environmental Conservation. Additionally, staff continue to develop a curriculum for virtual Webinar Watch Parties to provide alternate forums for training while also encouraging engagement amongst attendees.



Land Use, Strategic and Comprehensive Planning

- **Comprehensive Planning**
 - In August, Planning applied for a grant to undertake a comprehensive plan for the County. The New York State Department of State accepted applications through the Consolidated Funding website, and awards are expected to be announced some time in December. The last comprehensive plan, Sullivan 2020, is from 2005. The effort was supported by Grants Administration
- **Water Resources and Infrastructure**
 - Planning consultant Delaware Engineering is making progress on the Countywide Infrastructure Assessment. Municipal content continues to be edited for consistency and content. The County level summary is expected shortly. Planning and consultant will work with Municipalities to ensure the work is accurate and useful. A presentation to the Legislature will follow.
 - Planning and Delaware Engineering with the United States Water Alliance have developed a training program for system operators and municipal officials and relevant staff. Planning is working to secure a date and location and is seeking continuing education credits for the operators.
 - A separate scope of work was developed to obtain hydrogeologic expertise in relation to subsurface conditions throughout the County to assess the County's water resources. A Request for Proposals for these services is in development, and this process is expected to provide the County with a better sense of the cost of a countywide groundwater study.
- **Hazard Mitigation Plan**
 - Planning staff and the consultant, Tetra Tech, have continued discussions with State representatives with regard to the use of the new MitigateNY version 2.0 platform to

host the plan. As Sullivan County will be the first County to update its plan in the new platform, we have been fortunate to have considerable access to state resources (staff and consultants) to assist in this process.

- There has been a change in the project manager from Tetra Tech assigned to Sullivan County. We are working with the consultant to navigate this change with minimal to no impact on the project timeline.

Recreation, Quality of Life & Tourism-based Economic Development

• Sullivan O&W Rail Trail

- Sullivan Paving has received a Notice to Proceed on the Neversink Crossing. A survey was done to assess the accuracy of the grading, and the grading was found satisfactory. The Town of Fallsburg is assembling the documentation needed for the first draw down on the grant funds.
- The use and occupancy agreement between New York State Department of Transportation and the Town of Liberty for the Parksville extension is tied with the acquisition process for multiple parcels related to the rerouting of Route 17. The design is complete. The Town declared lead agency for State Environmental Quality Review and wetland survey will be extended to include the whole parcel.
- The Town of Rockland submitted a General Municipal Law 239 review referral for a sake business that would help connect the trail from Rotary Park to the main street. Engineering work is progressing for the adjacent section of trail following a positive response at their public meeting.
- Staff continue to work with the Open Space Institute to help municipalities acquire rights of way to the trail.
- Staff continue to participate in quarterly meetings of the O&W Rail Trail Alliance as well as regular meetings with the engineering firm and partner municipalities.
- The Alliance's BowWO&W dog walking event was held August 21st at the Dog Patch Park entrance to the trail in Fallsburg. Eighteen dogs posed for photos to be the pin-up puppy for next year's event. The winner received a donated basket of dog treats, and bragging rights.
- The next event is HOWL, a haunted history hike on October 24 at 5:30pm located at the Hurleyville section of trail. County Historian John Conway will be leading the walk while sharing spooky train history.



127

21 comments 5 shares

Community Development & Revitalization

- **Housing**

- County staff, including the County Manager, Commissioner of Planning, Commissioner of Community Resources, Commissioner of Health and Human Services attended a roundtable discussion coordinated by Assemblyperson Paula Kay to discuss housing in Sullivan County. In addition to municipal leadership the discussion included several of the County's largest employers as well as housing developers.
- Planning staff have been investigating potential sources of funding that could potentially fund a variety of housing solutions that would address multiple housing needs. The vast majority of these funding sources will require the engagement of for profit and/or not-for-profit partners.
- Planning staff continue to draft a Notice of Funding Opportunity for the previously approved Housing Programs, with special attention being paid to maximizing the impact of funds that are currently available.

- **Bicycle and Pedestrian Infrastructure Master Plan**

- The plan will focus on
 - Connecting community centers through biking and walking,
 - Identifying safe routes to reduce vehicle trips, and
 - Helping disadvantaged residents overcome transportation barriers.
- The advisory committee held its third meeting and conducted an exercise to identify priority projects.
- The community input survey launched on May 1st and Planning staff engaged the public at numerous community events and through social media. Events included the Callicoon Country Fair, Monticello Bagel Festival and the Little World's Fair. There were 570 survey responses collected.
- A page on the County website was created to keep people informed on the progress and highlight participation opportunities.
- **Removal of Unsafe Structures (RUST)**
 - Payment to the Town of Fallsburg for demolition and tipping costs associated with a property on Roosevelt Avenue in South Fallsburg has been processed.
 - Contracts have been executed with the Towns of Highland and Rockland for their respective RUST awards. Highland will be removing a structure located at 564 State Route 55 in Eldred, and Rockland will be removing a structure located at 549 Old Route 17 in Livingston Manor. Both applications cited blight and safety concerns, as both properties have been condemned.



Administration

- Continued providing significant support to the County's "Catskill Open Access Network" broadband deployment project/Municipal Infrastructure Program (MIP) Grant administration.
- Attended monthly Land Bank meeting.
- Discussed status of parcels located along the O&W Rail Trail and possible acquisition by trail towns.
- Attended quarterly meeting of the Workforce Development Board
- Met with budget staff to discuss 2026 operating budget request.
- Attended first meeting of the Advisory Committee for the Coordinated Transportation Plan.
- Met with representatives from NYSERDA to discuss the Clean Mobility Project initiative.
- Participated in the County Emergency Preparedness Assessment at the Emergency Training Center
- Attended the Pattern for Progress 60th Anniversary event in Poughkeepsie
- Attended Cornell Cooperative Extension's Annual Meeting
- Attended quarterly meeting of the Hudson Valley Regional Council
- Attended quarterly meeting of the Sullivan County Agriculture and Farmland Protection Board
- Attended Sullivan 180 Event celebrating healthier generations
- Participate in a discussion about a parcel of land containing portions of the Harlen Swamp Complex for possible conservation efforts with representatives of the Town of Thompson, Orange County Land Trust, and YMCA.
- Planning staff are engaged with staff from the Division of Public Safety to address an infestation of Eurasian milfoil which is negatively impacting operations at the Emergency Training Center.

II. OFFICE OF SUSTAINABLE ENERGY (OSE)

- OSE staff are following the development of Town Line solar, a utility scale solar and battery storage development in the Towns of Thompson and Forestburgh. The Department of Public Service has established a master matter number which allows staff to track the project through the state review process. We continue to meet with the Town of Thompson and the Town of Forestburgh to coordinate efforts for intervention on the project.
- Staff continue to work toward updating and compiling information for recertification as a Climate Smart Community.
- OSE staff have continued to review monthly utility statements, and to work with New York State Electric and Gas (NYSEG) and Department of Public Works (DPW) staff to resolve ongoing issues with meter readings and monthly billings. We have reached out to correct billing on several accounts, however, the billing concerns remain unresolved.
- OSE has applied for and begun to receive reimbursement of demand charges related to the two dual port charging stations at the Sullivan County Government Center.
- The hydroelectric generator at Goodyear Lake is back online and the County has begun to receive credits associated with the electric generation from this plant.

III. PARKS, RECREATION & BEAUTIFICATION

- Callicoon Park: New York State Historic Preservation Office has given a determination on the Cultural Resource Survey completed for the remainder of the park property. We are working with Fisher Associates to complete the required SEQR paperwork.
- As part of the events we are hosting at the D&H Canal Interpretive Center for the celebration of the 200th Anniversary of the D&H Canal groundbreaking, we just had an event Saturday, September 27 where Nesin Cultural Arts student musician and faculty did a pop-up concert performing Sullivan County Folk songs along the trail. Our next event is a guided history walk along the Canal with Kerron Barnes on October 11. All events are free.
- We are currently accepting submissions for a Fall Foliage Photo Exhibition. We are collecting submissions until November 30 of the fall foliage at our parks & museums and then accepted photos will be displayed in the Sullivan County Cultural Center with select photos displayed in the Government Center throughout 2026.
- Park staff have begun building the approximate 3-miles of primitive trail on the West side of Lake Superior State Park. This phase I trail will begin at the Dam Area Park on Dr. Duggan Road and go to Pucky Huddle Road.
- Have been working with the Grants Department on the submittal of phase II of the NYS Snowmobile Trail Maintenance grant and the NY SWIMS grant.

IV. GRANTS ADMINISTRATION (DGA)

- **Activity/Technical Assistance**
 - **Resource Requests:** When an entity contacts the Grants office, they are instructed to visit the department web page to familiarize themselves with resources and submit a Funding Resource Request Form to provide critical project information. As time permits, DGA staff respond with information about available resources. DGA does not submit grants on behalf of outside entities.
 - DGA received eight (8) funding resource inquiries since the end of August related to:
 - Capital funding for municipal and not-for-profit facilities
 - Emergency home repairs
 - Small business support
 - Summer camp operations
 - Publication of historical documents.
 - Additionally, SUNY Sullivan contacted the DGA about capital improvement, records management and cybersecurity funding opportunities. DGA staff met virtually with SCCC staff and discussed their funding needs and will be routing them additional information on potential resources for their review / consideration.
 - The Village of Liberty Police Department reached out to the County Government seeking funding resources to establish a fitness center for law enforcement staff physical and mental health wellness. DGA staff are in communication with the department endeavoring to locate potential funding resources to address the need.
 - **Introductory Grant Training:** Additional staff expressed interest in receiving introductory training after a County-wide informational flier was issued in September. It is at the discretion of the Division/Department heads to identify staff for training and to contact DGA to schedule sessions.
 - **Project Planning and Grant Management Training:** In light of sweeping changes in the grant landscape, especially related to Federal funding, it is crucial for County staff to plan strong projects and be aware of sound grant-related internal control processes. Toward that end, DGA staff has rolled out two second-level grant trainings, Project Planning and Grant Management. Enrollment is currently open to staff who received the Introductory Grant Training.
 - **Federal Funding Advisories:** DGA staff have been closely following developments related to Federal funding:
 - DGA staff anticipate that contract-related modification instructions from Federal funding agencies may be forthcoming. DGA provided a contract evaluation tool to the Division of Management and Budget to position the County for readiness.

- **Assistance Provided to County Divisions/Departments**

- *County Clerk*

- The 2024-2025 NYS Education Department / State Archives - Local Government Records Management Improvement Fund (LGRMIF) scanning project is nearing completion, as the performance period ends December 31st, 2025. The County received approval to modify the project and increase the number of scanned documents. The funding is being used for a document conversion and access project for Sullivan County tax map records; the project will free space where print records are currently stored, assist in the preservation of original documents, and facilitate easier staff/public access to tax map records.
 - The 2025-2026 LGRMIF grant submission requesting \$69,672.00 for the digitization of maps that will improve efficiency and improve wear on records within the County Clerk office was declined. DGA staff recommended to County Clerk staff to request a debriefing letter on the submission, as it will provide a written summary of the submission's strengths and weaknesses.

- *Health and Human Services:*

- DGA continues monitoring of Public Health and Department of Family Services programs, and is on standby to help the Department of Community Services and Care Center At Sunset Lake as requested.
 - DASNY Dept. of Social Services Family Visitation Space Upgrade - \$125,000.00 – the funding has been fully approved and a Grant Disbursement Agreement is now fully executed, as such County staff may proceed w/ the project.

- *Information Technology Services (ITS):*

- DGA staff participates in regular weekly Municipal Infrastructure Program (MIP) / Broadband project meetings and assists in the monitoring of the project. DGA staff has developed a project timeline for ready reference, which is presently being reviewed by MIP Team staff prior to finalization. The timeline will be considered a work in progress as project proceeds.

- *Planning:*

- The County is awaiting submission of Inter Municipal Agreements (IMAs) and claims from the local participating municipalities for the NY SWIMS Lifeguard Incentive project.
 - The 2025-2026 New York State Office of Parks and Recreation Snowmobile Grant-in-Aid Phase II application was submitted.
 - Dormitory Authority State of New York (DASNY) Callicoon Riverside Park - \$125,000.00 – all financial review material requested have been returned to DASNY staff. The State Environmental Quality Review Act (SEQRA) process has been completed, as the County has declared Lead Agency and issued a Negative Declaration. We await the final approval and Grant Disbursement Agreement from DASNY for execution prior to incurring any project costs.
 - DGA staff continues to monitor various funding programs in partnership with Planning staff and is on standby to help as needed. Staff regularly scouts for funding opportunities for housing, water infrastructure, and aquifer studies.

- *Public Safety:*
 - DGA staff attended the NYS Division of Homeland Security and Emergency Services (DHSES) County Emergency Preparedness Assessment (CEPA) meeting on September 15th. The CEPA is a program where state and local subject matter experts meet to analyze a county's specific hazards, capabilities, and resource limitations. The goal of CEPA is to improve local preparedness by identifying risks, recognizing existing capabilities, and pinpointing gaps, which then informs data-driven decisions for grants, training, and other programs to strengthen New York's overall disaster readiness.
 - SFY2024 NYS Department of Health: County Emergency Medical Services (CEMS) Support Grant Program – award agreement / contract is pending approval and full execution by New York State.
 - FY2022 FEMA / NYS DHSES Critical Infrastructure Grant Program (CIGP): application was declined. The County's application was one of many in a highly competitive grant program. Provided funding is made available in the next fiscal year, NYS DHSES Director encouraged the County to apply again.
 - Award/declination notifications are pending on the following submitted funding applications:
 - SFY 2025-2026 NYS DHSES Recruitment and Retention Grant Program - \$25,000 request, funding will support volunteer firefighters and emergency services personnel by providing funding for recruitment and retention efforts that otherwise would not be funded
 - SFY 2024-2025 NYS DHSES Statewide Interoperable Communications (Targeted Grant Program) - \$3Million request, funding will support/upgrade communications infrastructure and radio equipment to support the development of a regional interoperability communications system, as the Division of Public Safety seeks to improve public safety communications and to support and enhance statewide interoperable communications for first responders
 - SFY2025 NYS DHSES Next Generation 911 (NG911) Grant Program - \$1,515,198.00 request, funding to enhance NG911 call handling technology and integrations for the primary and backup Public Safety Answering Points (PSAP) centers to prepare for NG911 implementation
 - FY 2024 FEMA / NYS DHSES Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program - \$848,945.00 request, funding will support the Recruitment and Retention efforts of the Bureau of Fire/Join Sullivan Fire Campaign through various marketing techniques, thereby enhancing the campaign strategy, and support the implementation and coordination of R & R efforts.
 - DASNY Broadband / Communication Tower – \$425,000.00 – awaiting information necessary for DASNY review. SEQRA and SHPO in process of being completed on Jeffersonville tower, which will allow for project cost estimates to be developed and subsequent completion of the financial review packet for return to DASNY staff for

issuance of a Grant Disbursement Agreement for execution prior to incurring any project costs.

- *Public Works*
 - The Notice to Proceed for the Northern Borders Regional Commission (NBRC) Timber for Transit program is now fully executed on the County Bridge #368 project;
 - NYS Empire State Development (ESD) authorized County to proceed with implementation of the SFY 25 ESD County Infrastructure Grant Program (CIGP) for Ground Power Unit (GPU) acquisition and infrastructure beautification project at the County airport;
 - NYS Department of Environmental Conservation (NYS DEC) 2024 Municipal Waste Reduction & Recycling (MWRR) contract is pending State approval and full execution; and
 - DGA staff is collaborating with Solid Waste Recycling Coordinator to submit the 2025 NYS DEC MWRR application, as well as the development of a 2025 NYS DEC MWRR Capital Project Grant application.

V. AGRICULTURE & FARMLAND PROTECTION

- Cornell Cooperative Extension August 2025 Agriculture report attached