



Sullivan County

Planning and Community Resources Committee

100 North Street
Monticello, NY 12701

Meeting Agenda - Final

Chairman Matt McPhillips

Vice Chairman Terry Blosser-Bernardo

Committee Member Luis Alvarez

Committee Member Catherine Scott

Committee Member Joseph Perrello

Thursday, January 8, 2026

11:00 AM

Government Center

Call To Order and Pledge of Allegiance

Roll Call

Comments:

Reports:

1. Planning Division [ID-8032](#)

Attachments: [December 2025](#)
[Nov 25 AG report](#)

2. Office for the Aging [ID-8035](#)

Sponsors: Office for the Aging and Deoul
Attachments: [November 2025 OFA](#)

Discussion:

Public Comment

Resolutions:

1. Resolution introduced by the Planning and Community Resources Committee to authorize application for funding from the United States Department of Transportations FY2026 BUILD Grant Program to advance buildout of the Sullivan O&W Rail Trail [ID-8029](#)

Adjourn



Sullivan County

100 North Street
Monticello, NY 12701

Legislative Memorandum

File #: ID-8032

Agenda Date: 1/8/2026

Agenda #: 1.



DIVISION OF PLANNING, COMMUNITY DEVELOPMENT & ENVIRONMENTAL MANAGEMENT

ACTIVITY REPORT

December 2025

CONTENTS

- I. Planning**
- II. Sustainable Energy**
- III. Parks, Recreation & Beautification**
- IV. Grants**
- V. Agriculture & Farmland Protection**

I. PLANNING ACTIVITY

Land Use Planning & Technical Assistance:

GENERAL MUNICIPAL LAW – 239 Referrals					
Date Received	Date Requested	Project Name	Action Type	Referral ID #	Legislator
11/25/25	12/23/25	Blue Stone Estates	Site Plan Review	THO25-22	Ward
12/11/25	12/22/25	Emerald Living Estates	Site Plan Review	BLO25-05	Salomone, Jr.
12/11/25	1/5/26	MFR Decelopment	Special Use Permit	BET25-06	M. McPhillips
12/14/25	1/13/26	Tusten Natural Resource Inventory	Other	TUS25-05	M. McPhillips
12/15/25	1/7/26	Roosevelt parking lot	Site Plan Review	WOO25-05	Perrello
12/18/25	1/14/26	Aero Star Petroleum – Rock Hill Mobil Station	Site Plan Review	THO25-23	Ward

- Planning will be reaching out to town, village, planning and zoning boards to welcome new members. To help orient new members the New York State Department of State will be holding webinars on January 5, 12, and 22 with overviews and basics of the roles of the boards.
- Planning staff also continues 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 next year. Staff continue to keep track of any future webinars from the Department of Environmental Conservation. Additionally, staff is working on compiling a list of training resources to create a page on the county website.

Land Use, Strategic and Comprehensive Planning

- **Comprehensive Planning**
 - Despite not receiving CFA funding, Planning will begin to scope out a process to complete a county-wide comprehensive plan while continuing to see funding.
- **Water Resources and Infrastructure**
 - Planning consultant Delaware Engineering is making progress on the Countywide Infrastructure Assessment. The County is currently reviewing the municipal reports. 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 received 5 responses to a Request for Proposals for work to obtain hydrogeologic expertise in relation to subsurface conditions throughout the County to assess the County's water resources. Three interviews were held and a consultant will be selected shortly.
- **Hazard Mitigation Plan**
 - Planning staff and Tetra Tech continue to attend Steering Committee and Planning Partnership meetings. Tetra Tech sent jurisdictional annex forms to every municipality in the county, for local staff to fill in the document with relevant information for their community. Completion of these annexes are required by NYS and FEMA for plan approval. At this time several have been returned and staff will continue to follow up to ensure all get completed.
 - Planning issued a press release to get input from the public. The following is a link to the survey: [What Hazards Exist Where You Live? | Sullivan County NY](#)
 - Planning staff continues to provide information to Tetra Tech for the risk assessment, which is anticipated to be completed by end of year. Individual, in-person meetings with jurisdictions are anticipated for late-January, early February.

Recreation, Quality of Life & Tourism-based Economic Development

- **Sullivan O&W Rail Trail**
 - Sullivan Paving has site control and started working on the Neversink Crossing. The winter break started with the cold weather at the end of November. The project is expected to be complete in late spring/early summer of 2026.
 - Planning staff assisted the Town in securing an additional \$95,000 grant for the project.
 - 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. Planning will assist the Town in updating the SEQR to help move the project forward.
 - The Town of Rockland is working with Rotary Park on the section of trail from Livingston Manor towards Parksville. Engineering work nearly complete.

- Staff continue to work with the Open Space Institute to help municipalities acquire rights of way to the trail.
- Staff worked with the Department of Public Works sign shop to fabricate etiquette signs for the trailheads. Planning is now working with the municipalities on installation.
- 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 supported the menorah lighting in Parksville. The next event is the SnO&W, which will be held in Mamakating on February 1st. The events committee is working on dates for the 2026 events, which will include a new event, the FO&WL to promote birdwatching on the trail.



Community Development & Revitalization

- **Bicycle and Pedestrian Infrastructure Master Plan**
 - The plan is now being written and will focus on:
 - Connecting community centers through biking and walking
 - Identifying safe routes to reduce vehicles trips, and
 - Helping disadvantaged residents overcome transportation barriers
 - the steering committee is continuing to meet quarterly.
 - The consultant is also currently completing:
 - Draft roadway and sidewalk inventory to guide infrastructure planning
 - Analysis of county infrastructure to identify areas for additional sidewalks, bike lanes or other improvements / amenities, such as sidewalks
 - A page on the County website is being maintained to keep people informed on the progress and highlight participation opportunities.

II. OFFICE OF SUSTAINABLE ENERGY (OSE)

- OSE staff continues to follow developments on three cases before the Public Service Committee which could have impacts on the residents of Sullivan County – Clean Path, Town Line Solar and the NYSEG rate case.

- OSE staff have continues 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. Correspondence has been sent to the New York State Department of Public Service (DPS) on this matter and NYSEG has been directed by the DPS to respond, in writing. OSE and DPW Chief Fiscal Officer are seeing billing corrections from NYSEG to address the previous billing errors. Additionally, we are working to ensure that all electric meters have been converted to smart meters.
- Their hydroelectric generator at Goodyear Lake is back online and the County has begun to receive credits associated with the electric generation from this plant.
- OSE staff are analyzing the County's energy usage to determine if there are opportunities to procure favorable rates for any facilities not currently served by a long-term renewable contract, either through purchase of aggregated electrical load or to identify affordable renewable options.

III. PARKS, RECREATION & BEAUTIFICATION

- Callicoon Park: SEQR (State Environmental Quality Review) has been completed. We are currently waiting on NEPA (National Environmental Policy Act) determination.
- Fisher Associates have completed an inventory and analysis of the D&H Canal Trail Improvement project. Staff have been discussing options with Fisher Associates on the proposed plan.
- Final edits of the Park and Recreation Master Plan are being completed.
- Staff are currently in the process of submitting the final paperwork for the NYSWIMS grant.
- The 2025 Litter Pluck program was a success. During the months of April through October the following amount of litter was removed from the roadways, trails and bodies of water throughout Sullivan County:

- Bags of Garbage 429.00
- Tires 71.00
- C&D by Ton 2.03
- MSW by the Ton 0.23

The department would like to thank everyone who participated.

- The department has received around twenty photos for the Fall Foliage Photo Exhibition of our parks and facilities. Photos will be displayed at the Sullivan County Museum and the Government Center.
- The department is setting up Winter and Spring Lifeguarding courses which will be held at the Fallsburg Central School swimming pool.
- The Sullivan County Historical Society is hosting their Annual Holiday Theme Tree event during the month of December at the Sullivan County Museum in Hurleyville.

- DPW staff have been removing dead / dangerous trees within the County parks. Park staff have been clearing brush along our hiking trails.

IV. GRANTS ADMINISTRATION (DGA)

Building Capacity for Grant Funding

- Additional Grants Best Practices, Project Planning 101, and Grant Management 101 trainings have been scheduled. Commissioners, Department Heads, and Elected Officials have been notified. The Department of Grants Administration (DGA) strongly encourages any staff and/or elected official who oversees or is involved with grants in any capacity to attend trainings.
- DGA staff met with Compliance Officer on December 10th related to effective grant-related internal control processes and is on standby to engage in collaboration moving forward.

Support to Outside Entities

- A community-facing Grant Project Planning Workshop will be offered on Tuesday, February 24th, from 9-10 am and 6:30-7:30 pm (*Snow date of February 25th*). The workshop is for municipal leadership, not-for-profits, and small business entities. **A flier is attached.**
- DGA received 3 funding resource inquiries since the end of November related to: arts funding, small business capital funding, and small business start-up funding.
- DGA provided grant opportunity information to the community via the Sullivan County Planning Division Newsletter.

Grant Program Monitoring

- DGA staff are currently monitoring approximately seventy (70) open grants for this year alone, seventeen (17) of which are pending notification of award/declination and/or award agreement issuance. Detailed information related to status will be provided with the Annual Report. DGA staff also monitors programs from previous years that have not yet been closed out.

Support to County Staff

Staff provided technical assistance to the following Divisions/Departments this month:

- District Attorney's Office
- Health and Human Services - Community Services, Department of Family Services, and Public Health

- Board of Elections
- Community Resources
- County Clerk & Real Property
- Information Technology Services
- Planning – Planning and Parks Departments
- Public Safety – Office of Emergency Management and EMS/911
- Public Works
- Sheriff's Office

In addition, the DGA Supervisor worked w/ the County Manager, Legislature and the Legislative Chairperson to accomplish the timely completion and submission of the required annual Dormitory Authority of State of New York (DASNY) Grantee Questionnaire. The questionnaire must be completed on annual basis in order to access DASNY funding for sponsored projects.

December Highlights

Grant Opportunity Sheet

In an effort to standardize the distribution of funding opportunity information, DGA staff developed and started the implementation of a new tool, the “Grant Opportunity Sheet.” The tool presents funding information in an easy-to-read, accessible format for County staff to utilize when considering opportunities.

Community Services

2025 New York State Office of Mental Health *Promoting Wellness and Health in Communities* application was submitted; due to the volume of applications received, the review process has been extended and awards/declinations will be announced in March.

Public Health

DGA staff provided a list of potential funding sources for exploration on the part of Public Health Staff, and is on standby to facilitate the vetting of private charitable funding sources and assist as needed.

Community Resources-Sullivan Volunteers

DGA staff provided a list of private funding sources for projects in support of volunteer projects and is on call to provide technical assistance.

Planning

DGA staff have reviewed program guidelines and/or attended webinars related to the *2026 NY State Empire State Development County Infrastructure Grant Program*; *2026 US Dept. of Transportation - Better Utilizing Investments to Leverage Development (BUILD) Grant program*; *NY State Department of Environmental Conservation Open Space Bond Act*; and *NY State Agriculture and Markets Farmland Protection Grant program*. Staff is on standby to assist with the facilitation of applications as needed.

ITS

DGA staff participates in regular weekly Municipal Infrastructure Program (*MIP*) / Broadband project meetings and assists in the monitoring of the project.

Public Safety

- The *FY 23 Critical Infrastructure Grant Program* and *FY 23 Technical Search and Rescue and Urban Search and Rescue (USAR) Grant Program* grants were submitted. DGA staff acknowledges Erin O'Brien, Confidential Secretary, Division of Public Safety, for her facilitation of the Tech and Rescue grant application and for her ongoing highly-efficient management of Public Safety grant programs.
- DGA staff continues to monitor DASNY review processes for the Jeffersonville Broadband / Communication Tower, which is a critical component of the \$30 million Municipal Infrastructure Broadband project.

Sheriff's Office/Public Safety

In accordance with grant-related protocols, DGA staff facilitated resolution-related support for the Bureau of Justice Assistance FY 26 Patrick Leahy Bulletproof Vest Program.

District Attorney's Office

DGA staff met with District Attorney staff related to the NYS Division of Local Government Services 2025-2026 Local Government Efficiency Grant Program.



Grant Workshop

PROJECT PLANNING 101

*Presented by the Department of Grants Administration
for Non-Profits, Municipalities, & Small Businesses*

**Interested in grants for your non-profit, business,
or municipality? Don't know where to begin?**



The *first and most crucial first step* in obtaining grants is effective Project Planning. In fact, in the absence of good project planning, most proposals fail. This workshop will provide a high-level introduction to the steps your organization should take to prepare for grant funding.

Tuesday, February 24th, 2026*

9-10 am or 6:30-7:30 pm

Legislative Hearing Room

2nd Floor, Sullivan County Government Center
100 North Street, Monticello, NY

***Snow Date: Wednesday, February 25th
at 9-10 am & 6:30-7:30 pm**

Pre-registration requested.

Register at: www.sullivanny.gov/Departments/grants

*For additional information, contact the Sullivan County
Planning Division at 845-807-0527.*

V. AGRICULTURE & FARMLAND PROTECTION

- Cornell Cooperative Extension November 2025 Agriculture report attached

PAST WORKSHOPS**Farmer Mixer at Rock Valley Spirits - November 17th:**

Attendees had a private tour of Rock Valley Spirits where they learned about the history of the farm and the production of farm distillery products.



Farm Business Series: Classes 3 and 4, 11/3 & 11/10: 23 people registered for the series. Class 3 featured Rose Wilson with Rose Wilson Consulting LLC and Emily Tybur from Foodshed Capital who instructed on best financial management practices to prepare for taxes, grant applications and potential lending opportunities. Class 4 featured presentations from Kendra Payne with The Herbal Scoop and Kim Hickock with Marketing Kangaroo on how to market your farm business and navigate your businesses online presence by working with AI and algorithms.

Raising Goats and Sheep-11/12/2025: 20 registrants were provided information on raising sheep and goats. This introductory webinar detailed nutrition, housing, breeding, and overall husbandry methods on raising these livestock successfully.

Passing the Torch: Farm Transfer Planning and Conservation Easements - 11/13/2025: 17 registered/ 15 attended. Attendees gained knowledge about how conservation easements can be a tool for estate planning, capital gains management, and long-term land protection. Through a collaboration with Orange County Land Trust and FarmNet, the program discussed resources offered to support the process and opportunities for future conservation.

Cornell Small Farms Intro to Poultry Production Webinar Course 11/4-12/9/2025: Cornell Small Farms Intro to Poultry Production Course, co-taught by Michelle Proscia is a 6-week online course, where participants are taught the ins and outs of raising poultry, including business planning, marketing, processing, feeding and nutrition.

TECHNICAL ASSISTANCE:

Technical Assistance/Inquiries: 130 **Soil/Hay Tests:** 4 **Farm Visits:** 1

Technical Assistance was provided on land access, ag districts, farmland preservation, Catskills Kitchen (insurance, business structures, permitting & licensing), soil testing, beginning farmer, soil tests, field crops, poultry production, plant pests, disease, and ID, vegetable production, business planning, whole farm planning.

38 total Hours of Technical Assistance.

UPCOMING WORKSHOPS

- **Protecting Your Legacy: Conservation Easements for Farmers** - December 3 from 5:30 - 7:30 PM
- **Municipal Strategies for Farmland Preservation** - December 8 from 5:30 - 7:30PM
- **Invasive Species Webinar: a 2 part series** - December 9 and 16th from 5:30 - 6:30PM



KITCHEN TAKEOVER FUNDRAISER



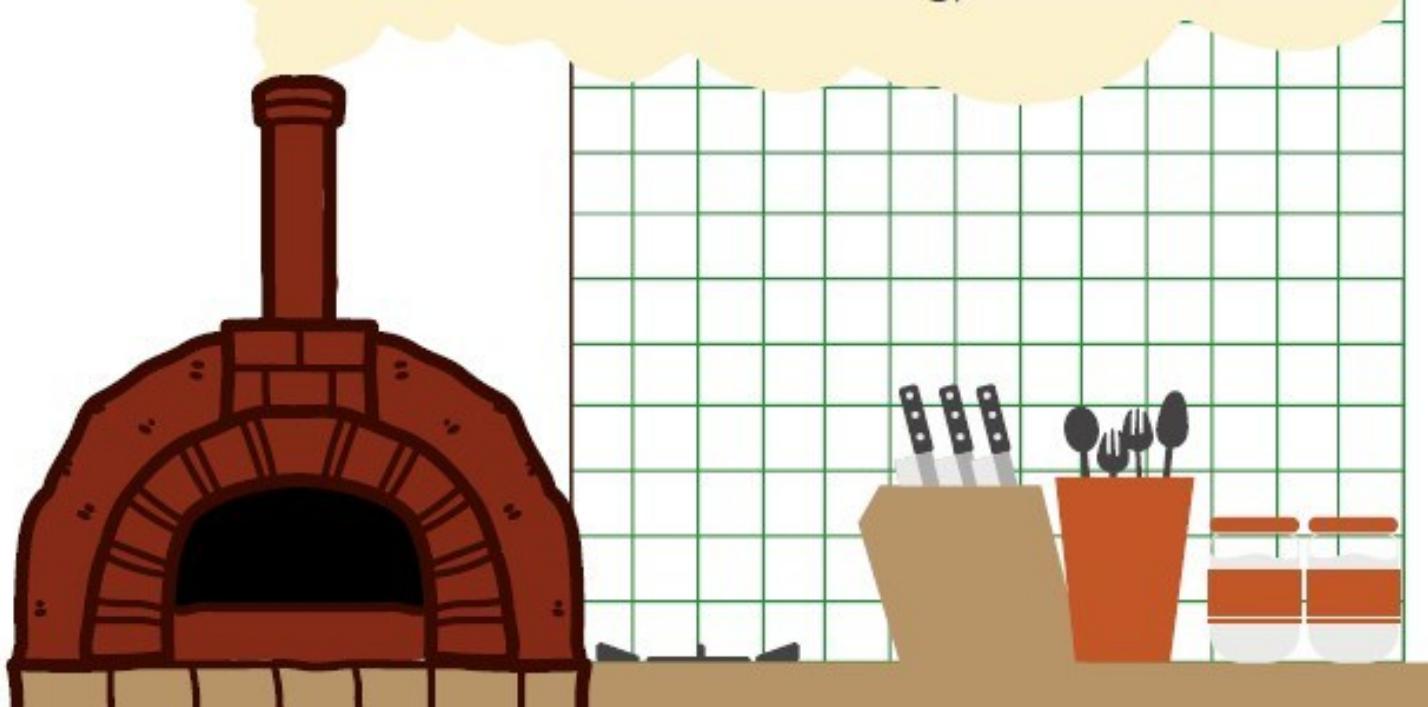
AT THE COCHECTON FIRESTATION

December 9th 3-9pm
1 Depot Rd, Cochection, NY 12726

The Sullivan Fresh staff are taking over the Cochection Firestation kitchen! Experience a one-of-a-kind Sullivan Fresh Menu featuring locally sourced ingredients prepared and served by our team!

ALL PROCEEDS WILL GO TO THE SULLIVAN FRESH FOOD SECURITY PROGRAM.

Learn more at: sullivancce.org/KitchenTakeover





Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-8035

Agenda Date: 1/8/2026

Agenda #: 2.



November 2025

Office for the Aging (OFA) – Director's Report

- Hoot Newsletter – Delivery by Sullivan County Transportation to over 100 community locations continuing, mailing list continues to grow.
- New Aging Services Aide started November 17, interviewing for two vacant Nutrition Site Operators beginning.
- Attended Hospice of Orange & Sullivan annual breakfast event.
- 13 home visits for assessments, reassessments, and application assistance.
- 18 applications for SNAP, Medicaid, Medicare Savings, and Temporary Assistance.
- Annual Update to the 4 Year Plan submitted October 16th to NYSOFA, awaiting final approval. Edits and corrections submitted.
- Attended Professional Advisory Committee (PAC) meeting of Certified Home Health Agency of Sullivan County Public Health



Sullivan Volunteers

- Two new volunteers enrolled.
- Site visit to Federation for the Homeless to assist with food delivery.
- Site visit to 1st Way Life to drop off blankets.
- Signed up one new partner site Mamakating Environmental Education Center (MEEC).
- Bold Gold Media to do a radio spot to air in December.
- Volunteers provided 64 rides for medical appointments.
- 1394 hours volunteered in October with a value of \$53,641 according to IndependentSector.org.



Nutrition Program

<u>Service Type</u>	<u>Meals Served</u>	<u>Clients Served</u>	<u>Contributions</u>
Home-Delivered	2,377	126	\$1,382.00
Congregate Site	449	85	\$495.00
Total	2,826	211	\$1,877.00

Transportation Services

- 88 medical trips (SCT).
- 143 shopping trips (SCT).
- 64 volunteer medical transports.
- 1 medical transport by OFA staff.
- 51 rides to congregate meal sites.

Home Energy Assistance Program (HEAP)

100 applications received and reviewed, documentation sheets sent for 40 applications.

Legal Assistance

5 households assisted through Rural Law Center of NY.



WISE – Wellness Initiative for Senior Education

- Next WISE series scheduled for January at Golden Park Apartments (Liberty).

Tai Chi for Arthritis & Fall Prevention

- September–Nov. 4 series completed with 15 seniors.
- New series began Oct. 30 (Tuesdays & Thursdays) and continues through Dec. 18.
- For details or to join the wait list: 845-292-6180 x122 or nam247@cornell.edu.

Bone Builders – Fall Series

- Completed a 10 week series on Nov. 20th. Will be offered again in the spring.

Caregiver Support Groups (6 total)

- 2 Caregiver Café (in-person).
- 2 Virtual Support Group.
- 2 Parkinson's Support Group (for caregivers and care receivers).

Information & Assistance Calls

- November- 18

Workshops & Community Outreach

- Healthy Living for Your Brain- November 3

Support Group Schedules – 2025

- Caregiver Café (in person): 1st Monday monthly, 10–11 AM — Nov. 3, Dec. 1
- Virtual Caregiver Support Group: 3rd Wednesday monthly, 6–7 PM — Nov. 19, Dec. 17
- Parkinson's Support Group: Nov. 12, 4–5 PM (then paused until spring)



NY Connects

208 individuals served in November

HIICAP (HEALTH INSURANCE & INFORMATION COUNSELING ASSISTANCE PROGRAM)

129 Individuals received counseling

PERS (PERSONAL EMERGENCY RESPONSE SYSTEM)

19 clients currently enrolled through CSE, EISEP, and Title IIIE funding.

EISEP – Expanded In-Home Services for the Elderly Program

<u>Status</u>	<u>Number</u>
Active Cases (as of 11/30/25)	30
Closed Cases	N/A
Waitlist	19
Hours Authorized (November)	934.80
Hours Provided (November)	709.75



Sullivan County Youth Bureau

- Participated in United Sullivan partner check-ins
- Received all signed 2025–2026 contracts; four pending final County execution
- Received all 2024–2025 claims; awaiting audit payments on 10 claims
- Increased social media engagement: 18,650 views and 167 interactions in November (up over 10,000 views and 125 interactions from October)
- Hosted Youth Legislative Day with 25 Sullivan West students attending hearings and meeting with legislators and department heads
- Completed site visits for multiple funded programs, including education, arts, recreation, and cultural organizations
- Attended monthly OCFS meeting to prepare for upcoming conference
- Presented to Public Health Services and OCFS on Youth Bureau programs and community impact

- Participated in MLK Jr. Day planning meeting
- Attended ANSYSB conference in Albany focused on best practices
- Participated in Leadership Development Training
- Purchased and delivered over 1,800 pounds of food to Monticello School District Backpack Program
- Provided technical assistance and training to OCFS-funded awardees on updated claiming procedures

Sullivan County Office for the Aging | 100 North Street, Monticello, NY 12701 | (845) 807-0241 | www.sullivanny.gov/departments/aging

Serving older adults and caregivers with dignity, independence, and community connection.



Sullivan County

100 North Street
Monticello, NY 12701

Legislative Memorandum

File #: ID-8029

Agenda Date: 1/8/2026

Agenda #: 1.

Narrative of Resolution:

Resolution introduced by the Planning and Community Resources Committee to authorize application for funding from the United States Department of Transportation's FY2026 BUILD Grant Program to advance buildout of the Sullivan O&W Rail Trail

If Resolution requires expenditure of County Funds, provide the following information:

Amount to be authorized by Resolution: N/A

Are funds already budgeted? Choose an item.

If 'Yes,' specify appropriation code(s): Click or tap here to enter text.

If 'No,' specify proposed source of funds: Click or tap here to enter text.

Specify Compliance with Procurement Procedures:

WHEREAS, a Notice of Funding Opportunity (*NOFO*) for \$1.5 billion has been issued to solicit applications for projects to be funded under the Local and Regional Project Assistance Program, also known as the Better Utilizing Investments to Leverage Development (*BUILD*) grant program; and

WHEREAS, *BUILD* is one of the few DOT discretionary programs for which regional and local governments can directly compete for multimodal transportation funding, supporting projects such as rail trails; and

WHEREAS, the Sullivan County Division of Planning and Community Development is pursuing implementation of the Sullivan O&W Rail Trail Feasibility study which details plans for connecting the existing, locally-oriented sections of developed rail trail in Sullivan County into a regionally-scaled facility, eventually linking 11 hamlet and village centers on the main line, and a spur that would connect the trail with the Metro-North commuter rail line in Port Jervis; and

WHEREAS, the Division of Planning and Community Development, working in conjunction with trail municipalities and organization partners, has identified an immediate need for FY2026 *BUILD* grant funding to support the design and build the inter-municipal trail connections, as well as for design and engineering of those trail elements where the right of way is currently in public ownership; and

WHEREAS, the Sullivan O&W Rail Trail buildout meets the two *BUILD* program criteria for funding up to 100 percent of project costs - that is being located in a rural area or being located in, or will directly benefit, an Area of Persistent Poverty.

NOW, THEREFORE, BE IT RESOLVED, the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and/or their authorized representative (*as required by the funding source*) to execute any and all necessary documents to submit an application to the U.S. Department of Transportation for a *BUILD* Program planning grant of up to \$4,000,000 to fund necessary predevelopment activities including but not limited to appraisals, surveys, environmental assessments and legal costs, incorporation of new and green technology and for the design and engineering of elements of the rail trail project currently in public ownership; and

BE IT FURTHER RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager to execute any and all necessary documents to accept the grant award, should one be secured, in such form as the County Attorney shall approve; and

BE IT FURTHER RESOLVED, that should the funding be terminated, the County shall not be obligated to continue any action undertaken or contemplated to be undertaken for the use of this funding.