



## DIVISION OF PLANNING, COMMUNITY DEVELOPMENT & ENVIRONMENTAL MANAGEMENT

### ACTIVITY REPORT September 2023

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#### I. PLANNING ACTIVITY

##### Land Use Planning & Technical Assistance:

- GML-239 Referrals

GML-239 Referrals, July 2023					
Date Received	Date Requested	Project Name	Action Type	Referral ID #	Legislator
08/30/23	09/28/23	The Loosey Kit LLC	Special Use Permit	HIG23-03	Rajsz
09/18/23	10/20/23	E. Tetz & Sons, LLC	Site Plan Review	THO23-19	Sorensen
09/19/23	10/12/23	Perennial Park	Site Plan Review	FAL23-14	Perrello
09/20/23	10/02/23	Green Tree Acres	Special Use Permit	LIB23-17	Alvarez
09/20/23	10/02/23	Green Tree Cottages	Special Use Permit	LIB23-18	Alvarez

## **Land Use, Strategic and Comprehensive Planning**

- **Neversink Watershed Management Plan**
  - The County is awaiting a scope of work for the replacement of a culvert in the Town of Fallsburg near the sight of the Neversink Crossing project. This replacement project will be fully funded by the NWMP grant.
  - The steering committee will be meeting twice this fall as well as conducting a public meeting to solicit input on vision and the goals to be included in the plan.
- **Countywide Resiliency Plan:**
  - Planning and OSE staff are developing a survey to distribute to municipalities and other advisory committee members to gather additional information for potential projects and policy recommendations to be included in the plan.
  - We anticipate having another meeting of the advisory committee at the end of October and a public outreach event mid-November.
  - The final draft of the plan will be completed by January 31, 2024.
- ***New Initiative: Water Resources and Infrastructure***
  - Division staff are formulating a strategy to address the concerns which have been raised by multiple municipalities with regard to the County's water resources and possible impacts from development pressure. The strategy is currently broken down into three (3) main areas of study:
    - Water Resources
    - Public infrastructure (water and wastewater)
    - Private wells/septics
  - Grants Administration and Planning staff hosted a training on September 26 in the providing a brief overview of grants, information about potential funding opportunities for water infrastructure repair and improvement projects, project readiness guidance, and resources. This workshop was provided free of charge and 2 municipal training credits were available to each attendee.
  - Resources are being requested via the 2024 Operating Budget to support water quality initiatives, including support for community water testing (lakes and ponds) and a countywide water and water infrastructure study.
  - Staff are drafting a scope for a county-wide study of water resources and water/wastewater infrastructure and identifying data that can be collected via in-house efforts in order to control out-of-pocket expenses

- **Hazard Mitigation**

- The Multi-Jurisdictional Hazard Mitigation Plan will expire on April 27, 2026. There is a resolution on the agenda today to authorize pursuit of funding to support the update to the plan.
- Working with the County Manager and Commissioner of Public Safety we are developing a strategy moving forward to not only update the plan but to maintain the plan and adhere to requirements of the program between updates.

## **Recreation, Quality of Life & Tourism-based Economic Development**

- **Sullivan O&W Rail Trail**

- The consultant performing the analysis for freshwater mussels reported that no mussels were found to be present in the project area.
- Hydraulic cross sections of the project area were taken the week of September 18. Mapping is anticipated to be received by our design team by the end of next week.
- Survey work will begin shortly on the Parksville trail connection.
- HO&WL Event will take place on October 27, 2023 at the Parksville section of the trail, meeting at Cabernet Franks.

## **Community Development & Revitalization**

- **CDBG Housing**

- **Manufactured Home Replacement**
  - Fully subscribed, 4 applications with signed formal funding awards.
  - \$625,000 total committed funding, fully subscribed: Contracts are complete and signed.
  - Foundations have been poured and the units have been delivered.
  - Estimated time for completion Nov. 1, 2023.
  - The County is working with NYS Office of Community Renewal and RUPCO to draw funds down to reimburse for the purchase price of the units.
- **Home Repair**
  - To date 15 applications have been received, however, 2 were denied, 1 is dropping out of the program, and 2 were deemed incomplete.
  - 5 applications with signed formal funding awards
    - 2 projects in progress (one nearing completion)
    - \$130,000 total funding has been committed with a balance of \$495,000 available
  - RUPCO has conducted Contractor Outreach and implemented a new media campaign to push the information out to homeowners

and local agencies. Thus far the additional outreach has resulted in 4 new applications to the program.

- **EPA Brownfields Assessment Grant**
  - Tectonic has completed testing for all three sites – Broadway Theater, Strong Building, and Key Bank.
  - All invoices were received by the September 30 deadline and the County is currently working on final reporting and grant closeout.
  - BRS continues to assist the County with ensuring all aspects of the project are in compliance with program requirements. Quarterly reporting is current.
- **Plans & Progress**
  - Progress continues as we closing out the open projects that were awarded funding for the entirety of the program. 12 open community development projects remain.

### **Economic Development**

- **CDGB grants**
  - Planning participated in a call with the Program Director for CDBG Economic Development at New York State Homes and Community Renewal. HCR had reached out and is looking for opportunities to work with Sullivan County on either stand-alone or programmatic business assistance.
- **Revolving Loan Fund**
  - Payments on all loans are current
  - Working with the County Attorney's Office, County staff and contractor to review the program.

### **Administration**

- Attended the New York State Association of Counties Fall Conference in Verona, NY.
- Attended the Upper Delaware Council (UDC) 35th Annual Awards Ceremony where the County was presented with the Partnership Award for the Highland River Access Upgrade.
- Attended meetings of the Workforce Development Board, Ag & Farmland Protection Board, and the Upper Delaware Scenic Byway.
- Attended a Public Hearing for the Clean Path transmission line project at SUNY Sullivan.

## II. OFFICE OF SUSTAINABLE ENERGY (OSE)

- OSE staff continue to monitor progress on the Clean Path NY application to site a high voltage underground transmission line in the Marcy South Right-of-Way. Staff attended a public hearing on the project in Loch Sheldrake on October 4, which was held as a direct result of outreach from the County Manager on behalf of the Sullivan County Legislature.
- OSE continues to act as lead for the Resiliency Plan project. Staff are currently developing a survey and scheduling an Advisory Committee meeting as well as a public outreach meeting.
- OSE is in communication with the NYS DEC to get contracts in place for out Climate Smart Communities Grant Program award for a Bicycle and Pedestrian Master Plan. OSE staff are also developing a scope of work for an RFP to procure a consultant, keeping in mind the requirements of the grant program.
- For 2023, January through August, the County of Sullivan, under its operating agreement with Gravity Renewables, leveraged its purchase of the hydro credits (168,794.69) to purchase \$296,631.82 worth of electricity from NYSEG. This is a savings of 127,837.13. During the same period, The County of Sullivan purchased the solar credits generated at the solar array in Liberty for 80,986.36 and leveraged that to purchase \$161,811.49 worth of electricity from NYSEG. This is a savings of \$80,825.13.

### III. PARKS, RECREATION & BEAUTIFICATION

- Lake Superior 2023 season totals:
  - Number of patrons during beach operating hours: 12,240
  - Number of boats rentals (Peddle/Row/Kayak): 830 rentals
  - Number of season passes sold: 229
- An algae bloom at Lake Superior was reported on 9/2/23. The bloom only lasted a couple days. It was not near the swim area.
- Fisher Associates are developing the Storm Water Management Plan as required by NYSDEC for hiking trails on the west side of Lake Superior.
- Fisher Associates are developing a scope of work for the Callicoon park property.
- There will be a presentation focusing on the Mamakating portion of the canal on October 22<sup>nd</sup> at 2:00 pm at the D&H Canal Interpretive Center.
- Worked with the County GIS Department on a park inventory app and park maps.
- Sunday afternoon October 8th, the Sullivan County Museum will participate in the Hurleyville Scarecrow Festival by presenting live music with Little Sparrow, and special guests Henry Simon and Jay Brooks.
- Park Maintenance:
  - Sickle bar mowing D&H Canal tow path.
  - Replaced split rail fencing at the D&H Canal Interpretive Center Lock area.
  - Installed split rail fencing at the Callicoon park property entrance.
  - Primed entrance gates DPW built for the Callicoon park property.
  - Due to a storm, cleared twenty-one downed trees along the D&H Canal tow path.
  - Prepped and painted the Lake Superior restroom floors.
  - DPW pruned hazardous trees near the playground area at Lake Superior.
  - Continued weekly & bi-weekly mowing.

## IV. GRANTS ADMINISTRATION

- Activity/Technical Assistance
  - Small Business Guide: DGA staff produced an updated “Help for Your Small Business” guide and, posted on their website and available for distribution to community members seeking funding resource information for startups and expansion projects.
  - Since August 22, we have received one request for funding resources related to small business startup, and met with a small business owner related to resources to support fall-off related to road construction outside her business
  - DGA has provided additional support to the Village of Wurtsboro with regard to the NY Forward program.
  - DGA took the lead role in the September 26 training on grant readiness for water and wastewater infrastructure funding.
- In-County Grant Readiness
  - The DGA “Grants Best Practices” Guide (revised manual) is in final stages of editing. Further discussion will ensue related to a compliance strategy and training opportunities. Staff have discussed the possibility of recording the training and making it available countywide as a webinar.
  - Assistance has been provided to departments requiring support with the grant process, including Public Health, Community Services, Planning, SC International Airport, Parks, Board of Elections, Public Safety, OEM/Fire Bureau, and Community Resources.
- Administrative Activities
  - Records Retention/Digitization: DGA staff worked with County Clerk Office / Records Retention staff in addressing and confirming records retention process for DGA records.
    - Ten boxes of records were submitted for records destruction, per LGS-1 schedule guidelines. An additional nine boxes of records past the retention period are on deck for review. We will continue the process and expect to be current by the end of the year.
    - Any records in alignment with LGS-1 schedule guidelines for retention past the retention period will be placed on a schedule for Laserfiche processing starting January 1. DGA will work closely with ITS and County Clerk / Records Retention staff in processing.
    - DGA staff will participate in a webinar sponsored by the NYS Archives entitled, “How to Process and Purge Inactive Records,” scheduled for September 27<sup>th</sup>.
  - DGA has developed an inventory for Department heads to compile a list of all online grant platforms/management systems currently utilized, along with a list of staff who are enrolled as registered users in each system, and their assigned user role / corresponding security level. DGA hopes to initiate this process by October 1, with a response deadline of October 31.

## **V. AGRICULTURE & FARMLAND PROTECTION**

- CCE August Ag and Food systems report attached
- CCE Beginner Farmer Program Schedule attached
- CCE September Nutrition and Cooking Demos flyer attached