



DIVISION OF PLANNING, COMMUNITY DEVELOPMENT & ENVIRONMENTAL MANAGEMENT

ACTIVITY REPORT May 2024

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I. PLANNING ACTIVITY

Land Use Planning & Technical Assistance:

- **GML-239 Referrals**

GML-239 Referrals, March 2024 – April 2024					
Date Received	Date Requested	Project Name	Action Type	Referral ID #	Legislator
04/24/24	05/24/24	Cherry Hill	Site Plan Review	WOO24-03	Perrello
05/14/24	06/06/24	Change PUD-R form of organization to Condominiums	Other	BLO24-03	Salomone
05/17/24	05/28/24	Nectar Juice Bar	Special Use Permit	TUS24-01	M. McPhillips
05/17/24	06/14/24	Mayer Rosenberg	Use Variance	FAL24-12	Ward
05/21/24	06/24/24	Woodfall Estates	Site Plan Review	WOO24-03	Perrello
05/22/24	06/12/24	WSP Yaun Rd Subdivision	Subdivision Review	CAL24-01	Scott
05/24/24	06/25/24	Catskill Hatzalah	Site Plan Review	THO24-09	Ward

Land Use, Strategic and Comprehensive Planning

- **Neversink Watershed Management Plan**
 - The plan has been drafted and is in the final review stages. We anticipate the plan will be closed out by the end of the third quarter of 2024.
- **Countywide Resiliency Plan:**
 - A final draft of the Resilient Sullivan plan has been generated and final documentation for the grant from the NYS Department of State has been submitted. A link to the final draft of the document is available on the website, www.resilientsullivan.com.
- **Water Resources and Infrastructure**
 - A contract has been awarded to Delaware Engineering for the Countywide Infrastructure Assessment. This assessment will collect data on existing conditions and make recommendations for areas for infrastructure expansion based on current and anticipated growth.
 - A separate scope of work is being developed to obtain hydrogeologic expertise in relation to subsurface conditions throughout the County to assess the County's water resources. We are actively searching for funding sources that could potentially fund this study.

Recreation, Quality of Life & Tourism-based Economic Development

- **Sullivan O&W Rail Trail**
 - The Neversink Crossing project final design report has been compiled and is being prepared for submission to the NYSDOT. The Town of Fallsburg has initiated completion of the SEQR process. The current schedule anticipates a bid will be issued in the Fall of 2024. County representatives met with Town of Fallsburg leadership to discuss the approaching construction phase of the project, funding, and to address any concerns.
 - Staff continue to participate in monthly meetings of the O&W Rail Trail Alliance as well as regular meetings with the engineering firm and partner municipalities.
 - A resolution is presented today for consideration, to allocate additional resources to the County's contract with Alta for design and engineering required for the construction of a switchback along the trail on Summitville Rd. in an amount not to exceed \$75,000.
 - Dates have been set for 2024 events:
 - BOW-WO&W (Thurs 8/1/24)
 - HO&WL (Fri 10/25/24)

Community Development & Revitalization

- **CDBG Housing**
 - The term for this grant ended on May 31, 2024. Financial staff are working with our subrecipient (RUPCO) to compile final documentation for grant close out.
 - The Manufactured Home Replacement program finished with full subscription and 4 projects completed at a cost of \$571,844.45
 - The Home Repair program finished with 9 projects completed at an estimated cost of \$274,124. The program was considerably undersubscribed which was a result of several factors including but not limited to participant eligibility, pricing, and availability of contractors.
 - We will be scheduling time to review the program with RUPCO and discuss what worked, what did not and how we can structure a program to be more successful in the future.
- **Housing Fund**
 - A presentation was provided by Adam Bosch to the Sullivan County Legislative Steering Committee, and a discussion was held to gain insight and direction for Pattern for Progress when developing the structure of a County run housing fund. The County will be provided with an outline of steps necessary to create a Housing Trust, as well as suggested program parameters and criteria for further consideration.
- **Community Outreach**
 - Pattern for Progress is also working on an update to the County's Fair Housing Plan which is a requirement of certain funding agencies, as well as a training module for local communities about encouraging housing while protecting community character.

- **Bicycle and Pedestrian Infrastructure Master Plan**
 - We continue to wait for the contract from the NYS Department of Environmental Conservation. We have made direct contact with program staff at the DEC and are assured that the contract will be forthcoming.
 - A Request for Proposals has been developed to procure a consultant to assist with and write the plan and the solicitation will be issued as soon as the County has an executed grant agreement in place.
 - Planning staff have identified various stakeholders to serve on the Advisory Committee, as well as those which we believe are important to engage via interviews and focus groups, to assist with the development of the plan and provide feedback throughout the process.
 - An informational meeting and workshop were held on May 29th at the Cornell Cooperative Extension Education Center in Liberty for Advisory committee members. Ian Thomas of America Walks provided a presentation to the group. This served as an orientation to committee members in preparation for upcoming work on the plan.
 - The plan will focus on connecting residents and visitors in and around community centers (villages, hamlets) with safe pedestrian and bicycle infrastructure.

Economic Development

- **Emerald Corporate Center Economic Development Corporation (ECCEDC)**
 - We continue to work with the Town of Thompson to transfer Emerald Springs Water Company (ESWC) and all assets to the Town of Thompson, based on discussions with counsel having experience with the process.
 - We are currently waiting for a draft Memorandum of Agreement which will lay out the process and relationship between Emerald Corporate Center, Emerald Springs Water Company and the Town during this process.
 - The audit of the 2023 financial statements have been finalized.

Administration

- Heather Jacksy has been appointed as the Director of Planning.
- We continue to actively recruit for the vacant Planner position.
- National Trails Day took place on June 1, 2024 with events happening at several locations along the O&W Rail Trail and other trails in Sullivan County of Sullivan
- Attended quarterly meetings of the Ag and Farmland Protection Board and Workforce Development Board, as well as the monthly Land Bank meeting

II. OFFICE OF SUSTAINABLE ENERGY (OSE)

- OSE staff have completed administrative reporting for the Countywide Resiliency Plan and submitted documentation to NYS Department of State to enable us to close out the grant this spring.
- The Lake Goodyear small hydro facility has been offline due to a problem with a transformer which had to be replaced. The plant is anticipated to be operational again by the end of June at which point it will begin to generate credits again. There is no cost to the County for repairs.
- OSE staff have continued to review monthly utility statements, and to work with NYSEG and DPW staff to resolve ongoing issues with meter readings and monthly billings.
- OSE is working on data reporting and identifying key observations and trends to include in the 2023 Benchmarking Report.
- The Department of Grants Administration acknowledges OSE staff for their ongoing readiness to provide their assistance when called upon. Carol Roig recently provided important an important demographic data summary which was utilized to prepare the Municipal Infrastructure grant application. Stephen Stuart is highly responsive to funding resource requests involving sustainable energy projects, and he often goes above and beyond to assess need and advise stakeholders of next steps, most recently visiting WJFF to avail his expertise concerning alternative forms and means by which the station could have a source of backup power.
- We will be celebrating Carol Roig, Sustainability Analyst, who will be retiring in July. Carol has played an integral part in establishing OSE and in the County's initial certification as a Climate Smart Community. She has also provided invaluable support for current initiatives such as the Resiliency Plan the Bicycle and Pedestrian Infrastructure Master Plan. She will be sorely missed!

III. PARKS, RECREATION & BEAUTIFICATION

General:

- Lake Superior State Park Beach opened for swimming and boat rentals on Memorial Day Weekend and will be open on weekends through June. The beach will be open daily beginning June 29th through Labor Day. Season Passes are on sale for Sullivan County Residents for \$15.00 pp.
- The D&H Canal Interpretive Center opened Memorial Day Weekend. Staff are currently setting up walks and presentations that will take place at the Center throughout the summer season.
- Working with Grants Administration department, County GIS department and the Sullivan County Trail Association on the final documents of the Snowmobile Grant-in-Aid grant for the 2023-2024 season and the submittal of the 2024-2025 grant.
- Attended the 175th Anniversary of the Roebling Bridge event.
- All of the Parks seasonal staff positions have been filled.
- Fisher Associates are continuing their design and engineering work for the Lake Superior hiking trails and Callicoon Park.

Recreation:

- Completed an on-line registration for offering Lifeguard and Lifeguard Recertification courses to the public.
- Currently offering Lifeguard and Lifeguard Recertification courses for our staff and to the public.
- Getting ready for Lake Superior to open full time for the 2024 season.
- Working on logistics for offering Arts & Craft programs at Lake Superior this summer.
- Reaching out to local school/community groups about scheduling tours at the D&H Interpretive Center throughout May & June.
- Reaching out to local libraries to co-sponsor programs at our parks.
- Working on additional press materials for Lake Superior, D&H Interpretive Center, general information about all of our parks, and our pavilion rentals/group permits.
- Attended the Sullivan 180 Municipal – School/Parks Meet & Greet event.

Park Maintenance:

- Prepared the park grounds and facilities for opening.
- Put out the docks, Peddle Boats and Row Boats at Lake Superior.
- Cut up down trees along the Lake Superior Trail.
- Conducted interviews for the seasonal Clean Team positions.
- Mowing the parks and facilities.

IV. GRANTS ADMINISTRATION

- Activity/Technical Assistance
 - Since April 23, DGA has received six (6) funding resource requests related to the following: Farm start-up; Electric generator ad back up power for local radio station; Security system funding for SUNY Sullivan; Capital improvement funding related to pool repair; Community playground improvement; and North Street parking lot repair for Sullivan Co. Literacy Volunteers of America.
 - DGA's priority is to serve the Divisions and Departments of Sullivan County Government and partnering agencies, but when time allows, the department endeavors to refer individuals to appropriate resources.
- NYS Consolidated Funding Application (CFA) Release Strategy
 - The Regional Economic Development Council 2024 Consolidated Funding Application was recently released. DGA staff developed two 2024 CFA Alert guides, one to serve as a resource of in-county staff and one to serve as a resource for outside entities.
 - The in-County Commissioner CFA Alert includes all information related to programs available via the Regional Economic Development Council CFA process. It also contains a section relaying the importance of project planning prior to seeking funding.
 - The CFA Alert for outside entities includes a reference to the ed2go A to Z Grant Writing Course available through SUNY Sullivan for any stakeholders interested in learning how to write grants for their business or organization. Of note, given the outward-facing nature of their positions, legislators received this version of the CFA Alert.
- In-County Grant Readiness
 - Assistance has been provided to departments requiring support with the grant process, including the County Manager's Office, Community Services, Public Health, Planning, Public Safety, Health and Human Services, and Public Works. Of note:
 - Specific to the recently submitted Municipal Infrastructure Program (MIP) grant, DGA would like to acknowledge:
 - Laura Quigley, Commissioner of Community Resources for her timely response when we requested Workforce Development information and

language needed for the Municipal Infrastructure Program (MIP) grant application.

- Carol Roig, OSE Sustainability Analyst provided an important demographic data summary which was utilized to prepare the MIP grant application.
- Sharon Jankiewicz, Asst. Co. Attorney for her timely and thorough review of the MIP grant requirements and guidelines to ensure it appropriate for the County to proceed.
- DGA is currently collaborating with e911/Emergency Services staff to prepare an application for the NYS County EMS Support Program Grant, as well as the Public Safety Answering Points (PSAP) and Statewide Interoperable Communications (SICG) Grants. In addition, DGA is collaborating with OEM staff in addressing the NYS Domestic Terrorism Prevention Grant Program. Public Safety staff is doing the majority of the work in development and submission of the application.
- Two (2) applications were submitted via the NYS Governors Traffic Committee (GTSC), one for Child Passenger Safety Seats via SC Dept of Public Health and one for Police Traffic Services via the SC Sheriff's Office. DGA staff worked with the Legislative Clerk to ensure all material was properly authorized and subsequently submitted on time to NYS GTSC.
- At the request of the County Manager's Office, DGA staff was able to locate several potential private charitable foundation funding opportunities that might be applicable to projects related to animal welfare, spaying, neutering, etc. However, additional project proposal information is required in order to accurately assess eligibility and "good fit" for the various programs.
- Administrative Activities
 - Statewide Financial System Transition: DGA staff have been engaging in self-training related to the submission of applications in the NYS SFS platform. Staff continue to enroll County staff as users in the SFS platform as requests from Commissioners/Department Heads are submitted. Training manuals are provided and coaching videos are available via the SFS website for users.

V. AGRICULTURE & FARMLAND PROTECTION

- CCE April 2024 Ag report attached