



**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

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**Thursday, April 4, 2024**

**9:30 AM**

**Government Center**

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**Call To Order and Pledge of Allegiance**

**Roll Call**

**Comments:**

**Reports:**

1. Planning Division

[\*\*ID-6311\*\*](#)

**Attachments:** [March 2024](#)

[Feb 24 AG report](#)

[Ag & Food Systems Spring 2024 Outreach](#)

2. Division of Community Resources

[\*\*ID-6310\*\*](#)

Monthly Report

April 2024

**Attachments:** [2024 PandCR April Report](#)

**Discussion:**

1. Congregate site reopening- Lise-Anne Deoul, OFA Director
2. Senior Needs Assessment - Lise-Anne Deol, OFA Director

**Public Comment**

**Resolutions:**

1. To approve allocation of 2024 Sullivan County Funds to Youth Programs.

[\*\*ID-6306\*\*](#)

**Sponsors:** Office for the Aging and Deoul

2. To authorize a modification of Resolution No. 452-233 adopted on November 22, 2023 to reflect reallocation of YSEF funds to the Town of Fallsburg. [ID-6307](#)

**Sponsors:** Office for the Aging and Deoul

3. For the Parks, Recreation and Beautification Department to conduct Lifeguard Certification courses. [ID-6309](#)

**Attachments:** [Proposed Lifeguarding-CPR Fees](#)

4. Authorize submission of an application to The Hazard Mitigation Grant Program for funds to update the County's Multi-Jurisdictional Hazard Mitigation Plan. [ID-6312](#)

**Adjourn**



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

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**File #:** ID-6311

**Agenda Date:** 4/4/2024

**Agenda #:** 1.

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## **DIVISION OF PLANNING, COMMUNITY DEVELOPMENT & ENVIRONMENTAL MANAGEMENT**

### **ACTIVITY REPORT**

March 2024

#### **CONTENTS**

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

#### **I. PLANNING ACTIVITY**

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

- **GML-239 Referrals**

<b>GML-239 Referrals, February 2024 – March 2024</b>					
<b>Date Received</b>	<b>Date Requested</b>	<b>Project Name</b>	<b>Action Type</b>	<b>Referral ID #</b>	<b>Legislator</b>
2/29/24	3/27/24	Alan Kesten	Other	THO24-04	Ward
3/1/24	3/27/24	Land Rover	Site Plan Review	THO24-05	Ward
3/1/24	3/27/24	Hollywood Country Club	Site Plan Review	THO24-06	Ward
3/22/24	4/2/24	Lake Lodge Resort	Special Use Permit	LIB24-03	B. McPhillips

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

- **Neversink Watershed Management Plan**
  - Meetings of the steering committee as well as public outreach events continue as the plan is drafted.
- **Countywide Resiliency Plan:**
  - The plan is in the final stages of review and finalization. All reporting is current, with a final report and claim due to the NYS Department of State no later than May 27, 2024.
- **Water Resources and Infrastructure**
  - An RFP was issued for a County-wide assessment of potable and waste water infrastructure, with responses due on April 5, 2024. This assessment will collect data on existing conditions and make recommendations for areas for infrastructure expansion based on current and anticipated growth. Data will also be collected to be utilized in the creation of a map of existing infrastructure.
  - Planning staff arranged and attended a meeting with the Town of Fallsburg and the Water Center at the University of Pennsylvania to discuss opportunities for technical assistance that may be available to the Town to review current rate structures for water and wastewater districts.
  - Met with Legislator Matt McPhillips, representatives of Jeffersonville and the owners of the Lake Jeff dam to discuss the future of the spillway.

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

- **Sullivan O&W Rail Trail**
  - The Neversink Crossing project design is in the final stages of review by NYSDOT and we anticipate the final design report will be filed by June. The current schedule anticipates a bid will be issued in the Fall of 2024.
  - 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 Memorandum of Agreement is in development to support the Town of Rockland with design/engineering for the segment between Rotary Park and Sonoma Falls. The County has \$300,000 in funding allocated for this work
  - A resolution is presented today for consideration, to allocate an additional \$25,000 to the County's contract with Alta for the design and engineering required in Parksville, specifically for the segment of trail which runs along Fox Mountain Road, for the purpose of planning for a bridge to eliminate an on-road connection which has raised safety concerns.
  - Dates have been set for 2024 events:
    - National Trails Day (Sat 6/1/24)
    - BOW-WO&W (Thurs 8/1/24)
    - HO&WL (Fri 10/25/24)

## **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.
    - Work on these projects has been completed and we are drawing down funding from the State.
  - **Home Repair**
    - 4 -Home repair projects complete
    - 2 -in contract
    - 4- bidding and waiting for contractor selection
    - 3- pending formal commitment paperwork execution
    - 2- waiting for initial scopes/cost estimates
    - 1 -out for initial inspection
    - Of the \$706,250 in direct assistance and project delivery funds available under the home repair budget line; we have committed \$434,060.12
    - We have secured an extension through May 31, 2024 to allow time to finish construction on the recently identified projects. RUPCO contracts have been modified to reflect the extension.
- **Bicycle and Pedestrian Infrastructure Master Plan**
  - We have received the draft contract from NYS Department of Environmental Conservation. The NYSDEC anticipates we will have contracts executed by March or April of 2024. Once this contract is executed Planning can move forward with a solicitation to procure a consultant to assist with and write the plan.
  - 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. We are working with staff at Cornell Cooperative Extension to develop and

provide some training to committee members in order to properly orient them to the process and topic.

- 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.
  - Met with the Town of Thompson to discuss next steps, timeline, and process of getting approval for the transfer via the NYS Public Service Commission. It appears that, since the water company is being transferred to a municipality from an entity which is not regulated by the PSC the transfer process should be very straight forward and can move forward more quickly than originally anticipated.
  - 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.

## **Administration**

- A municipal training was held on March 21 for Town, Village, Planning and Zoning Board members to discuss site plan review process, the 239 referral process, and zoning. The event was attended by nearly 40 municipal representatives.
- We are actively recruiting potential candidates for vacant positions including a Planner and Director in the Department of Planning.
- Working with ITS and the County Manager's Office to coordinate efforts related to the NY Connect All Initiative.
- Participated in Sullivan 180 review of municipal grant applications and provided feedback on proposed projects.
- Filed an "Intent to Apply" form for Restore NY Round 8 funding for renovation of commercial space on Broadway and East Broadway in Monticello.

## II. OFFICE OF SUSTAINABLE ENERGY (OSE)

- OSE continues to act as lead for the Resiliency Plan project. Staff are completing administrative reporting, assisting with quarterly request for reimbursement for the Countywide Resiliency Plan, and collecting documentation required by NYS DOS to enable us to close out the grant this spring.
- Met with staff from DPW to hear a presentation on possible paths forward for installation of electric vehicle charging stations for both public use as well as fleet electrification.
- OSE staff are setting up administrative and reporting tasks for the SC Bicycle and Pedestrian Master Plan, completing paperwork needed to execute the contract with NYS DEC. Our The Planning team has begun to brainstorm potential members of the project Advisory Committee and develop a recruitment process.
- 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. Data is being collected from utility bills for use in creating the 2023 Benchmarking report.
- Sullivan County operations, across buildings, radio towers and traffic control devices, accounted for the purchase and delivery of 8,879,885 kWh of electricity in 2023. Sullivan County's power purchase agreement (PPA) provided the equivalent of 3,212,112 kWh of emission free solar electricity and the operating agreement with Gravity Renewables provided the equivalent of 3,601,441 kWh of emission free electricity from a small hydro plant. Seventy seven percent of the grid delivered electricity in 2023 came from renewable energy sources.



### III. PARKS, RECREATION & BEAUTIFICATION

- Parks Planning/Capital Planning:
  - Met with Fisher Associates, the Park and Recreation Departments contracted design and engineering firm, to review capital needs and possible future projects within the parks.
  - The department and core group members have been meeting with Weston & Sampson, who is providing professional consulting serves, to develop the Parks and Recreation master plan.
- The department filled a Grounds Maintenance Worker I position. The department is still actively recruiting potential candidates for vacant seasonal positions for Lake Superior State Park, D&H Canal Interpretive Center and the Sullivan County Clean Team as preparations are made to open for the 2024 season. Flyers for the 2024 seasonal positions have been updated and distributed.
- Staff are working to create Book Libraries that would be available at County Parks & Facilities.
- The Assistant Recreation Director recertified in being an American Red Cross Lifeguard Instructor and in: Lifeguarding (Deep Water), CPR/AED for Professional Rescuers, First Aid, and Waterfront Skills.
- A resolution is being presented today to authorize the County to offer Lifeguard and Lifeguard Recertification courses for our staff and to the public.
- Working with the D&H Interpretive Center's Senior Visitor Experience Associate to provide tours to local school/community groups
- Updates are being made to the Parks & Recreation webpage and Park and Recreation Brochure. Staff are also working with the County Communications Director to develop a way to offer recreation program sign-ups on our webpage.
- Park Maintenance:
  - Replaced the wooden decking on the Lake Superior boat launch docks.
  - Completed services & repairs on all zero turn mowers.
  - Cut up and removed downed trees from windstorms at Lake Superior State Park and Callicoon Park.
  - Developed a 2024 Summer Project list.
  - Continued replacing deteriorated splittail along the D&H Canal trail.
  - Completed Safety trainings.
- Participating in planning efforts for a celebration of the 175th anniversary of the first crossing of the Roebling Aqueducts over the Lackawaxen and Delaware Rivers, to take place at the Inn at Lackawaxen on Saturday, April 27, 2024.
- On Sunday April 7th, at 2pm the Frederick Cook Society will host an afternoon of music by Paul Kogut, an international jazz guitarist. Doors open at 1pm. Come early and enjoy two galleries of Dr. Cook's photography from Alaska, Greenland, Tierra del Fuego, Antarctica and the North Pole ([frederickcookpolar.org](http://frederickcookpolar.org)). The event is free and will take place at the Sullivan County Museum, located at 265 Main Street, Hurleyville, New York. For more information call 845 434-8044.

## IV. GRANTS ADMINISTRATION

- Activity/Technical Assistance
  - Since February 22, we have received five funding resource requests related to: small business start-up, the Black Library, Community Facilities Loan Technical Assistance, building rehabilitation, and an intergenerational community garden project.
- In-County Grant Readiness
  - Over the course of the past few weeks, DGA has noted an uptick in the number of Grant Concept Approval forms received. We are orienting ourselves to provide the necessary assistance to each respective Division/Department, while anticipating the opening of the CFA and other funding opportunities the County may pursue, while availing assistance in the ongoing administration of existing funding resources. We are also endeavoring to stay on course with our internal strategic objectives related to grant best practices training in order to increase the County's capacity to seek, manage and obtain grant funding.
  - Assistance has been provided to departments requiring support with the grant process, including the District Attorney's Office, ITS, Community Resources, Public Health, Planning, Public Safety, Health and Human Services, and Public Works. Of note:
    - DGA has assisted Public Health with various funding initiatives this month, including: 2024 NACCHO Medical Reserve Corps; 2023-2024 HRI Medical Reserve Corps; 2023-2025 HRI Public Health Emergency Preparedness Program; and 2025 Governor's Traffic Safety Committee Child Passenger Safety Seat Program
- Administrative Activities
  - Statewide Financial System Transition: DGA continues to collaborate with the Treasurer's Office related to protocols for adding users in the SFS platform. DGA staff added as Delegated Administrators, authorized to add users as needed. DGA issued correspondence to Commissioners with description of process, listing of staff formerly enrolled as Grantees in Grants Gateway, and instructions for how new users may be added in SFS platform. We are not at this time automatically enrolling users. SFS User Role Tool, which includes detailed description of SFS user roles, was developed and provided. As responses are received, new users are being added, login information and SFS manuals are being provided, and our Planning Intern is maintaining a spreadsheet of current users.
  - Grants Best Practices trainings for Planning Division was held on March 22. Training for Department of Public Health was held on March 26. Meeting with Compliance Office requested to discuss proposal for roll out of County-wide training.

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

- CCE February 2024 Ag report attached

## FEBRUARY 2024 AG REPORT

## Cornell Cooperative Extension Sullivan County

### TECHNICAL ASSISTANCE:

**Farm Visits:** 3 **Technical Assistance/Inquiries:** 160 **Soil/Hay Tests:** 3 **Business Plans/Funding:** 4

Business Planning, Tax Forms, Ag Assessments, Beginner Farmer, NRCS programs, CSAs in the area, Markets in Sullivan County, FSA Farm ID numbers, Establishing a business in NYS, Sullivan County Revolving Loan Fund, Ag Districts, Ag Zoning, Selling to Schools. Land access and leasing

**Catskills Kitchen:** 4 renters using the commercial kitchen. Technical assistance was provided to 8 inquiries on licensing, permitting, testing, labeling, packaging and food business start up with businesses interested in producing kimche, cream cheese, sofrito, sausages, porridges, candy, baked goods and starting a food truck.

**Horticulture:** Technical Assistance was provided to 20 contacts invasives, seed starting, and blue berry and fruit tree information. Horticulture staff provided support to community gardens and will be teaching at public facilities such as community libraries.

### PAST/ONGOING WORKSHOPS

**Farm to School Networking Event (2/5/24):** 25 producers, local food distributor, and school food service directors attended the networking event hosted by CCE Sullivan and Harvest NY. This was an opportunity for farmers to learn how the school procurement system works and allowed opportunities for school, distributors and producers to connect in order for schools to get more local farm products into the cafeteria.



**Garden Design Series (2/8 & 2/15):** A two class series on soil health, site assessment and concepts of garden design with over 80 people registered and 29 participated. The webinar was recorded and will be available on our You Tube channel.

**Farmer Mixer (2/8/24):** 24 people attended the farmer networking event for aspiring, beginner, and seasoned farmers at Upward Brewery.

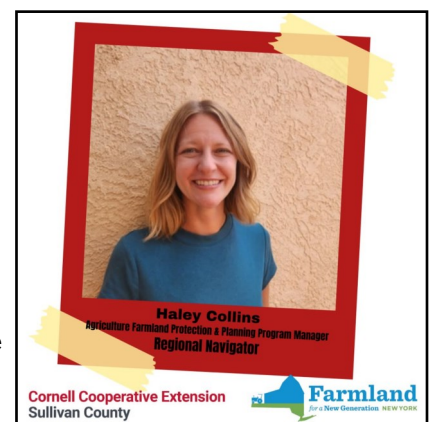
**Agricultural Funding Webinar Series with FSA (2/5/24):** 21 people registered and 13 attended the Agricultural Funding Webinar Series, presented FSA who discussed the current FSA funding loan programs. The webinar was recorded and will be available on our You Tube channel.

**Starting at Square One Veteran Farmers Cohort (January - April 2024)** Each session CCESC Ag Educator, in coordination with the Cornell Small Farms program, present on a variety of starting your farm topics and have 30–45-minute discussions with the cohort. The Veteran Cohort has 33 veterans registered and 10 attended the most recent session.

**Beginner Farmer Mentorship Cohort Meet Up (2/29/24):** Our first Cohort Meet Up with mentors and mentees had 22 attendees. This event was a networking event for the Cohort, to facilitate future cohort learning, and introduce the mentees to CCE Sullivan staff and the available programs and resources. In total, we have 11 pairs of mentor/mentees.

### PROGRAM HIGHLIGHTS:

**Regional Ag Navigator Program:** Haley Collins, the CCES Ag and Farmland Protection and Planning Program Manager recently became a designated regional navigator. The program will allow CCE to help connect farmers and landowners with property in our County.







**Cornell Cooperative Extension | Sullivan County**

# **AGRICULTURAL JOBS & RESOURCES**

**Resources for farmers and agricultural workers!**

**Agricultural hiring peaks in Spring, let your local extension office assist with connecting you to job seekers, job postings and other workforce development resources!**

*For more information or to post a job on the CCE website, contact Taylor Adam.*

**tea46@cornell.edu**

**845-292-6180 ext. 130**



**[sullivancce.org/agriculture/agriculture-jobs](https://sullivancce.org/agriculture/agriculture-jobs)**



# **BEGINNER FARMER PROGRAM SCHEDULE**

**MORE EVENTS TO COME!**

**March 13th 6-7:30 PM:**

Marketing Series: Tips and Tricks for Marketing Tools

**March 14th 6 PM - 7 PM:**

Agricultural Funding Series Class #3 General Funding

**March 21st 5:30 PM - 7 PM:**

Farm Beginnings: How to Start Your Own Farm at  
Mamakating Library

**March 27th 6 PM - 7:30 PM:**

Marketing Series: Marketing Your Business: Where to Start

**April 1st 6 PM - 7:30 PM:**

Business Planning Series Class #1 - Creating Your  
Business Plan

**April 3rd 6 PM - 8 PM:**

Farm Leasing for Farmers

**April 8th 6 PM - 7:30 PM:**

Business Planning Series Class #2- Creating Your  
Financial Workbook

**April 10th 6 PM - 7:30 PM:**

Marketing Series: Get the Scoop on Marketing  
with Kendra from the Herbal Scoop

**April 17th, 6 PM - 7:30 PM:**

Farm Leasing for Landowners



**For Questions, Contact:**

Taylor Adam at

[beginnerfarmer@cornell.edu](mailto:beginnerfarmer@cornell.edu)

or call 845-292-6180 ext. 130



**Register Here:**

[sullivanccce.org/events](https://sullivanccce.org/events)

**Cornell Cooperative Extension | Sullivan County**

This project is supported by the USDA National Institute of Food and Agriculture award #2022-06508.



# AGRICULTURE & FOOD SYSTEMS

## SPRING 2024



### OUR TEAM & PROGRAMS

Our Ag & Food Systems team has grown, enabling us to provide more programs, events, and support for our community! To learn more about our programs visit our website!



<https://sullivancce.org>



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64 Ferndale Loomis Rd  
Liberty, NY 12754



845-292-6180



Cornell Cooperative Extension Sullivan County provides equal program and employment opportunities. The public can contact the office to request accommodations.



### Agricultural Production



Field Crops



Vegetables



Livestock



Fruit



Pest Management



Disease Management



Soil Tests for Farms



Farm Visits

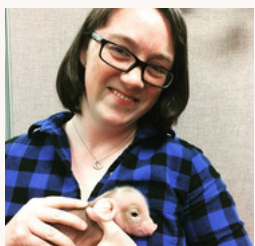


# OUR TEAM



## Melinda Meddaugh

Agriculture & Food  
Systems Issue Leader  
mm2592@cornell.edu, ext. 116



## Michelle Proscia

Agriculture Production  
Program Manager  
mml249@cornell.edu, ext. 129



## Katie Gasior

Horticulture Program  
Coordinator  
kmg287@cornell.edu, ext. 123



## Alan Caroll

Food Systems Program  
Manager  
amc586@cornell.edu, ext. 108



## Monica Ponce-Agredano

Ag & Food Systems  
Program Assistant  
mp2255@cornell.edu, ext. 112



## Haley Collins

Ag Farmland Protection &  
Planning Program Manager  
hc2246@cornell.edu, ext. 131



## Taylor Adam

Beginner Farmer Program  
Manager  
tea46@cornell.edu, ext. 130



## Erica Lynch

Catskills Kitchen Program  
Coordinator  
ell68@cornell.edu, ext. 118

# PROGRAM HIGHLIGHTS

## Beginner Farmer Program

Assisting beginner farmers through workshops, farm visits, farmer to farmer mentoring, and more!

## Regional Navigator and Farmland Protection

- Farmland Protection
- Land Access
- Ag Districts & Ag Zoning
- Climate Resiliency

## Horticulture Program

- Invasive Species
- Native Plants
- Soil Tests for Home Gardens
- Garden Trouble Shooting
- Tree Care Resources



## Local Food Systems

- Sullivan Fresh
- Farmers Markets
- Farm to School
- Direct to Consumer
- Trainings and Connections for Farmers

## Catskills Farm Food Safety Training



Protect your farm & your customers!  
Learn how to become compliant with the new FDA Produce Safety Rules.

## Farm & Food Business Program

- Catskills Kitchen - Food Business Incubator Program
- Business & Marketing
- Wholesale Market Readiness
- Technical Assistance & Workshops





# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

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**File #:** ID-6310

**Agenda Date:** 4/4/2024

**Agenda #:** 2.

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# Division of Community Resources Monthly Report

## April 2024

### Office for the Aging February 2024 Monthly Report

Monthly Accomplishments			
<b><u>OFA Director:</u></b>			
<ul style="list-style-type: none"> <li>• Participation on Alzheimer's community forum planning committee and PAC (Professional Advisory Council).</li> <li>• Continued participation on New York State Master Plan on Aging Levels of Care subcommittee.</li> <li>• Continued participation on Empowering Towards Independence Forum planning committee, event scheduled for March 13<sup>th</sup> at the Kartrite.</li> <li>• Senior Needs Assessment- final draft approved and accepted by February 29<sup>th</sup>.</li> <li>• Monthly Hoot distribution continues to increase via mail, email and drop off locations. Direct mail list has grown to over 400.</li> <li>• Continued distribution of freely available COVID test kits to community organizations.</li> <li>• Leadership training ongoing for Director, Coordinators and Managers with supervisory responsibilities.</li> <li>• Participated in Sullivan 180 Partner's gathering with many other local community organizations.</li> <li>• Held quarterly OFA Advisory Council meeting.</li> <li>• Attended Leatherstocking Region Director's Caucus meeting in Schoharie.</li> <li>• Participation in Sullivan County Center for Workforce monthly roundtable meeting.</li> <li>• Conducted one on ones with all staff as part of ongoing staff engagement efforts.</li> </ul>			
<b><u>RSVP:</u></b>			
<ul style="list-style-type: none"> <li>• 2<sup>nd</sup> meeting with Monticello Seniors resulting in 3 new volunteers enrolled same day using new single-page RSVP application</li> <li>• Youth Bureau is now an official RSVP site – first successful use of new MOU that is shorter and more in compliance with AmeriCorps Seniors</li> <li>• Successful collaboration with RSVP Advisory Council to plan first recognition event for RSVP Medical Drivers, HDM drivers, and Older New Yorker's Day nominees.</li> <li>• Nearly 500 volunteer hours performed in February with a value of \$17,855 according to IndependentSector.org.</li> </ul>			
<b><u>Nutrition:</u></b>			
	<b>Units:</b>	<b>Clients:</b>	<b>Contributions:</b>
<b>Homebound:</b>	1,414	90	\$1,035.00
<b>Congregate</b>			

<b>served at home:</b>	573	36	
<b>Congregate</b>			
<b>served at sites:</b>	153	34	\$251.00 (collected at our 2 active congregate meal sites)
<b>Total:</b>	2,140	160	\$1,286.00
<ul style="list-style-type: none"> <li>• Full Time staff continues to cover part-time vacancies and driver shortages.</li> <li>• One long-term part-time employee retired, position was filled and new Nutrition Site Operator started March 11. Other part-time vacancies receiving a great response, interviews ongoing.</li> </ul>			
<b><u>Transportation:</u></b>			
<ul style="list-style-type: none"> <li>• 79 SCT (Sullivan County Transportation) Medical Trips</li> <li>• 147 SCT Shopping Trips</li> <li>• 44 RSVP Medical Trips</li> <li>• 3 Medical Trips provided by OFA staff</li> <li>• 38 Congregate Nutrition Site Transportation</li> </ul>			
<b><u>Legal referrals:</u></b> 8 referrals made to Rural Law Center.			
<b><u>NY Connects:</u></b>			
<ul style="list-style-type: none"> <li>• 127 contacts for February.</li> <li>• NY Connects continues to receive calls for a variety of reasons. More referrals coming in through Unite Us platform from our partner agencies.</li> </ul>			
Outreach presentations are up and running with two in February.			
<ul style="list-style-type: none"> <li>• “Agency Soup” SALT event presentation with 30+ partner agencies in attendance.</li> <li>• Fallsburg Senior Center 30+ seniors in attendance.</li> </ul>			
<b><u>HIICAP (Health Insurance Information Counseling Assistance Program):</u></b>			
<ul style="list-style-type: none"> <li>• 27 contacts; HIICAP continues to assist individuals during Medicare Advantage Enrollment period which runs until 3/31/24.</li> </ul>			
<b><u>PERS (Personal Emergency Response System):</u></b>			
<ul style="list-style-type: none"> <li>• 20 clients currently receive PERS through CSE, EISEP &amp; IIIE funding.</li> </ul>			
<b><u>EISEP (Expanded In-Home Services for the Elderly Program):</u></b>			
<b><u>EISEP FULL-SERVICE CASEFILES during January</u></b>			
Casefiles already open as of 02/01/24**	27		
Casefiles opened 01/01–02/29/24	6		
Casefiles closed 02/01–02/29/24	(2)		
Casefiles open as of 02/29/24**	31		

**\*\*plus 2 NON-EISEP [PERS only]**

Casefiles open with PCA as of 02/29/24	16
Casefiles open with no PCA, waitlisted as of 02/29/24	10

PCA- Personal Care Aide

**Sullivan County Youth Bureau:**

- Youth Bureau held an electronic vote and a second youth is on the Youth Bureau Advisory Board.
- Attended Leadership training (s).
- Participated in Empowering a Healthier Generation School Grant Review committee.
- Completed the process of inputting data in to the State's QYDS program for State review.
- Weekly Youth Bureau Bulletins emailed. Reached around 600 people, and continually adding.
- Press release for County Youth Bureau funds released.
- Consistent posts to the Youth Bureau's Facebook & Instagram pages. Continually growing the engagement and followers.
- Executed contract modifications with State funds awardees.
- Continued the claim process for those recipients of State funds.
- Continued the claim process for those recipients of County funds.
- Continue to submit claims to the State.
- Submitted information to Sullivan County Child Care Council as the Youth Bureau will be a program highlight in their newsletter.
- Participated in United Sullivan meeting.
- Met with local businesses for youth internship placement.
- Partner with Orange County Youth Bureau regarding Hudson Valley Youth Bureau Association grant for training.
- Participated in Sullivan 180's mixer. Youth based supports and concerns for youth.
- Created a County fund application for Legislative funds.
- Partner in Warrior Teen program and initiative.
- Partner with RSVP to be a "site" for volunteers.
- Attended monthly State Youth Bureau call and updates.

## IN PROGRESS FOR NEXT MONTH

- Continue to work on planning on opening additional Congregate sites in conjunction with Sullivan County Transportation and Jail kitchen. Posting for PT Nutrition Site Operator and Chauffeur added to Center for Workforce Development's Hot Jobs.
- Preparation of report of findings of Senior Needs Assessment.
- Receiving instructions for upcoming Four-Year Plan to NYSOFA (NY State Office for the Aging)
- Continued participation in Long Term Supports Subcommittee of Master Plan on Aging- Statewide collaborative planning effort between OFA & DOH (Dept. of Health).
- Continued RSVP site additions. MOU executed with Youth Bureau to assist with Site Monitoring. Recruitment efforts have increased especially for medical transportation.
- Redesign of brochures and informational materials for several programs. Working to create materials in alternative languages.
- Policies and procedure review ongoing for all programs and functions and currently being updated and improved.
- Planning underway for a RSVP Driver recognition event with RSVP Advisory Council.
- End of year reporting and data entry ongoing. Claims for all programs ongoing.

## Transportation

### County Transportation:

<b>Month 2024</b>	<b>Veterans Medical Centers</b>	<b>Veterans In- County Medical</b>	<b>Senior Medicals</b>	<b>Shopping Buses</b>
January	50	12	70	150
February	38	17	79	147
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				

<b>Move Sullivan 2024</b>	<b>Average Daily Ridership</b>	<b>Monthly Ridership</b>	<b>Monthly Paratransit</b>
January	436 (21 days)	9,154	230
February	472 (20 days)	9,447	N/A
March			
<b>1<sup>st</sup> Quarter Totals</b>			
April			
May			
June			
<b>2<sup>nd</sup> Quarter Totals</b>			
July			
August			
September			
<b>3<sup>rd</sup> Quarter Totals</b>			
October			
November			
December			
<b>4<sup>th</sup> Quarter Totals</b>			
<b>Annual Totals</b>			

### **Community Assistance Center (CAC)**

- ✓ The team continues to provide referral and assistance to callers looking information and/or resources.
- ✓ Continue distribution of test kits.
- ✓ The CAC remains active providing food assistance deliveries as well as connections to community resources.
- ✓ The Food Bank deliveries to the pantries are bi-monthly.
- ✓ Support HV Food Bank monthly mobile pantry efforts in Freemont, Yulan and Fallsburg.
- ✓ A member of the Sullivan Catskill Food Security Coalition.
- ✓ Meeting with Unite Us team to review possible enrollment for CAC to represent pantries in the system.



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6306

**Agenda Date:** 4/4/2024

**Agenda #:** 1.

**Narrative of Resolution:**

**Allocate Sullivan County appropriations from 2024 Youth Services budget line "Contract Other," A7310.40.4013, to County youth programs.**

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

**Amount to be authorized by Resolution:** \$150,000.00

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:**

**Yes If "Yes," provide the following information**

**Amount to be authorized by Resolution:** \$150,000.00

**Are funds already budgeted?** Yes

**If "Yes," specify appropriation code(s):** A7310.40.4013

**Estimated Cost Breakdown by Source**

<b>County:</b> \$150,000.00	<b>Grant(s):</b> \$0.00
<b>State:</b> \$0.00	<b>Other:</b> \$0.00
<b>Federal Government:</b> \$0.00	<b>(Specify):</b> \$0.00

**Specify Compliance with Procurement Procedures:** N/A

**Person(s) responsible for monitoring contract (Title):** Kristen A. Kitson,

**Manager of Youth Services**

**INTRODUCED BY PLANNING AND COMMUNITY RESOURCES COMMITTEE TO APPROVE ALLOCATION OF 2024 COUNTY FUNDS TO YOUTH PROGRAMS**

**WHEREAS,** the County of Sullivan contracts with various agencies for services to youth through the Sullivan County Youth Bureau; and

**WHEREAS,** the County of Sullivan has appropriated \$150,000 in the 2024 Sullivan County budget to provide funding to such agencies for their programs; and

**WHEREAS**, the Sullivan County Youth Bureau recommends the allocation of such funds to the following projects, in amounts not to exceed those listed:

Town of Bethel - Youth Recreation	\$10,000.00
Town of Callicoon - Youth and Recreation	\$7,500.00
Town of Fallsburg - Flag Football	\$2,000.00
Town of Fallsburg - Holiday Mountain Ski	\$4,000.00
Town of Fallsburg - Kartrite Trip	\$2,000.00
Town of Fallsburg - Youth Recreation	\$10,000.00
Town of Rockland - Town of Rockland Rotary Youth Program	\$7,500.00
Town of Thompson - Swim Program	\$7,500.00
Town of Thompson - Thursday Night Lights Ski Program	\$10,000.00
Town of Tusten - Holiday Celebrations	\$7,500.00
Town of Tusten - Museum & Historic/Cultural Experiences	\$1,500.00
Town of Tusten - Summer Art & Garden Youth Club	\$1,500.00
Town of Tusten - Tusten Recreation Program	\$10,000.00
Town of Tusten - Unplugged	\$2,000.00
Town of Tusten - Winter Fun	\$5,000.00
Village of Jeffersonville - Jeff's Youth Ambassadors	\$2,000.00
Catskill Fly Fishing Center and Museum -	
Environmental Education & Stream Science Youth	\$5,000.00
The Center for Discovery - The Discovery Innovation Green Team (DIG IT)	\$5,000.00
Cornell Cooperative Extension Sullivan County - Ag in the Classroom	\$9,000.00
The Delaware Company - Cushetunk Kids	\$2,500.00
Dispute Resolution Center, Inc. -	
YARD/Youth Achievement, Recognition, and Development	\$2,000.00
Fearless! Hudson Valley, Inc. - Prevention, Education & Training Program	\$3,000.00
Nesin Cultural Arts, Inc. - Summer Arts Academy	\$3,500.00
Roscoe Central School - Trip to a Broadway Show (Grades 9-12)	\$4,000.00
Sullivan County BOCES - The REAL VR Y Series System	\$10,000.00
Town of Wallkill Boys & Girls Club - Project Triple Club Liberty	\$10,000.00
Woodridge Housing Authority - Nurtured by Nature	\$6,000.00

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature, for the County of Sullivan, approve the allocation to the aforementioned list of projects; and

**BE IT FURTHER RESOLVED**, that the County Manager be and hereby is authorized to execute any and all necessary documentation and papers in connection herewith, in such form as approved by the Sullivan County Department of Law.



# Sullivan County

## Legislative Memorandum

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**File #:** ID-6307

**Agenda Date:** 4/4/2024

**Agenda #:** 2.

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**Narrative of Resolution:**

**RESOLUTION INTRODUCED BY THE PLANNING AND COMMUNITY RESOURCES COMMITTEE TO AUTHORIZE A MODIFICATION OF RESOLUTION NUMBER 452-23 ADOPTED ON NOVEMBER 22, 2023.**

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

**Amount to be authorized by Resolution:** N/A

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:**

N/A

**RESOLUTION INTRODUCED BY THE PLANNING AND COMMUNITY RESOURCES COMMITTEE TO AUTHORIZE A MODIFICATION OF RESOLUTION NUMBER 452-23 ADOPTED ON NOVEMBER 22, 2023.**

**WHEREAS**, Resolution #452-23 was approved by the Sullivan County Legislature on November 22, 2023, for the County of Sullivan to allocate State funds to eligible community entities for youth programming; and

**WHEREAS**, a modification to this resolution is required to reallocate a portion of NYS Youth Sports and Education Funding (YSEF) received by the County of Sullivan, and

**WHEREAS**, the reallocation will move \$2,709.00 in YSEF funds from Youth Bureau Administrative costs to the Town of Fallsburg - Learn to Swim program, and

**WHEREAS**, an additional modification to this resolution is required to reallocate YSEF funding in the amount of \$600.00 from the Town of Fallsburg - Basketball program to the Town of Fallsburg - Learn to Swim program, and

**WHEREAS**, this transfer will increase the Town of Fallsburg - Learn to Swim program from \$4,000.00 to \$7,309.00.

**NOW, THEREFORE, BE IT RESOLVED**, the Sullivan County Legislature authorizes the modification of said contract to reflect reallocation of YSEF funds to Town of Fallsburg - Learn to Swim; and

**BE IT FURTHER RESOLVED**, that the form of said agreement will be approved by the Sullivan County Attorney's Office.





# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

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**File #:** ID-6309

**Agenda Date:** 4/4/2024

**Agenda #:** 3.

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**Narrative of Resolution:**

For the Parks, Recreation and Beautification Department to conduct Lifeguard Certification courses.

**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.

**Specify Compliance with Procurement Procedures:** A-7110-39-45-4503 **RESOLUTION INTRODUCED BY THE PLANNING & COMMUNITY RESOURCES COMMITTEE TO AUTHORIZE THE PARKS, RECREATION AND BEAUTIFICATION DEPARTMENT TO CONDUCT LIFEGUARDING AND CPR COURSES**

**WHEREAS,** Sullivan County Parks, Recreation and Beautification Department has hired an Assistant Recreation Director to provide programming for the department; and

**WHEREAS,** the Assistant Recreation Director is certified by the American Red Cross to conduct Lifeguarding Courses; and

**WHEREAS,** the department would collaborate with the Town of Fallsburg to provide Lifeguarding Certification Courses at the Fallsburg Central School District; and

**WHEREAS,** the County Parks, Recreation and Beautification Department proposes to offer these courses to the public as proposed on the attached Lifeguarding/CPR Class Fee Schedule; and

**WHEREAS,** staff who are hired at Lake Superior State Park and in the Parks, Recreation and Beautification Department will not be charged for the certification and/or materials; and

**NOW, THEREFORE, BE IT RESOLVED,** that the Sullivan County Legislature hereby adopts the attached "Proposed Lifeguarding/CPR Class Fee Schedule; and

**NOW, THEREFORE, BE IT RESOLVED,** that the Sullivan County Legislature authorizes the County

Manager to execute any and all necessary documents and contracts with the American Red Cross, Town of Fallsburg and Fallsburg Central School District, said contracts to be in a form approved by the County Attorney.

**Sullivan County Parks, Recreation and Beautification**

**Proposed fees for Lifeguarding/CPR Classes**

<b>Course</b>	<b>Sullivan County Resident Rate</b>	<b>Non-Resident Rate</b>	<b>Lake Superior Staff/ Sullivan County Park and Recreation Staff</b>
Basic Lifeguard – Blended Learning Includes: Lifeguarding, CPR/AED for Professional Rescuers, First Aid, Bloodborne Pathogens	\$350.00	\$400.00	No charge
Lifeguard Recertification – Blended Learning Includes recertifying: Lifeguarding, CPR/AED for Professional Rescuers, First Aid, Bloodborne Pathogens	\$175.00	\$225.00	No charge
CPR/AED for Professional Rescuers – Recertification	\$100.00	\$125.00	No charge
Lifeguard Management In-Person Testing Session for New York State	\$50.00	\$50.00	No Charge

# Sullivan County

## Legislative Memorandum

**File #:** ID-6312

**Agenda Date:** 4/4/2024

**Agenda #:** 4.

**Narrative of Resolution:**

Authorize submission of an application to The Hazard Mitigation Grant Program for funds to update the County's Multi-Jurisdictional Hazard Mitigation Plan.

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

**Amount to be authorized by Resolution:** \$112,500 Grant / \$37,500 County Share

**Are funds already budgeted?** Choose an item.

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY THE PLANNING AND COMMUNITY RESOURCES COMMITTEE TO AUTHORIZE THE DIVISION OF PLANNING, COMMUNITY DEVELOPMENT AND ENVIRONMENTAL MANAGEMENT TO APPLY FOR FEDERAL EMERGENCY MANAGEMENT AGENCY ("FEMA") / NYS DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES ("NYS DHSES") HAZARD MITIGATION GRANT PROGRAM ("HMGP") FUNDING TO UPDATE THE COUNTY'S MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN ("HMP")**

**WHEREAS**, the County of Sullivan Multi-Jurisdictional Hazard Mitigation Plan ("HMP") is set to expire on 4/27/2026 and must be updated prior to said expiration date; and

**WHEREAS**, the County of Sullivan must update and maintain the HMP in order for itself and / or its' municipalities, to be eligible for Mitigation Funding Assistance from the Federal Emergency Management Agency ("FEMA"); and

**WHEREAS**, the New York State Division of Homeland Security and Emergency Services ("NYS DHSES") is re-announcing the availability of FEMA Hazard Mitigation Grant Program ("HMGP") fund for Presidential Disaster: DR 4694; and

**WHEREAS**, the County of Sullivan is eligible to submit for funding under the HMGP to update the County's Local Multi-Jurisdictional Hazard Mitigation Plan; and

**WHEREAS**, the County of Sullivan is eligible to apply for a total project cost of \$150,000.00 wherein the Federal share award is limited to \$112,500.00 (75% of total project cost) with the County being subject to provide a match not to exceed \$37,500.00 (25% of total project cost) which can be met in the form of cash or in-kind contribution; and

**NOW, THEREFORE, BE IT RESOLVED**, that 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 the HMGP program application for funding; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager, and / or Chairman of the County Legislature (*as required by the funding source*) to accept the award, and enter into an award agreement or contract to administer the funding secured, in such form as the County Attorney shall approve; and

**BE IT FURTHER RESOLVED**, given it is the responsibility of the County to ensure the HMP remains up to date and does not lapse, that should the HMGP funding be terminated, the County shall seek other means by which to ensure their obligation is met in continuing to ensure the HMP is kept up to date and current.