



**SULLIVAN COUNTY LEGISLATURE**  
**Planning, Environmental Management and Real Property Committee**  
*Thursday, May 7, 2015 ~ 2:00 PM*

*Committee Members: Alan Sorensen (Chair); Ira Steingart (Vice Chair);  
Cora Edwards; Cindy Kurpil Gieger and Gene Benson*

**AGENDA**

**PRESENTATIONS:** None

**DISCUSSION:**

1. CFA Update
2. Plans & Progress Grant Program
3. Microenterprise Grant Program
4. Foreclosed Properties
5. Broadband

**RESOLUTIONS:**

**COUNTY ATTORNEY - None**

**COUNTY TREASURER – None**

**PLANNING**

1. To authorize the Administration of a New York Main Street Grant through Round III of the Consolidated Funding Application.

**REAL PROPERTY – None**

**DEPARTMENT/PROGRAM UPDATES AND REPORTS:**

County Attorney: - None  
County Treasurer: - Update on Current Issues  
Real Property: - Monthly Deed and Subdivision Report

**DIVISION DISCUSSION ITEMS: None**

**PUBLIC COMMENTS:**

**RECESS**

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Jill M. Weyer, Assistant Planning Commissioner

**Re:** Request for Consideration of a Resolution: Administer NYMSTA Grant Funding

**Date:** 05/01/2015

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To administer the NYMSTA Grant as approved by resolution no. 278-13

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**Is subject of Resolution mandated? Explain:**

No

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**Does Resolution require expenditure of funds? Yes \_\_\_ No**

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

Amount to be authorized by Resolution: \$ \_\_\_\_\_

Are funds already budgeted? Yes \_\_\_ No \_\_\_

If "Yes" specify appropriation code(s): \_\_\_\_\_

If "No", specify proposed source of funds: \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County	\$ _____	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

**Verified by Budget Office:**  \_\_\_\_\_

**Does Resolution request Authority to Enter into a Contract? Yes  No \_\_\_**

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [ various ] of [ ]

Nature of Other Party to Contract: Other:

Duration of Contract: From \_\_\_\_\_ To 12/31/2015

Is this a renewal of a prior Contract? Yes \_\_\_ No

If "Yes" provide the following information:

Dates of prior contract(s): From \_\_\_\_\_ To \_\_\_\_\_

Amount authorized by prior contract(s): \_\_\_\_\_

Resolutions authorizing prior contracts (Resolution #s): \_\_\_\_\_

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes  No \_\_\_

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

As required by NYMSTA Grant

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): Total grant \$20,000

Efforts made to find Less Costly alternative:

Efforts made to share costs with another agency or governmental entity:

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.) RFP

Person(s) responsible for monitoring contract (Title): Jill Weyer, Assistant Planning Commission

**Pre-Legislative Approvals:**

- Assistant Director*  
A. Director of Purchasing: *Angela Lewis* Date *5/4/15*  
B. Management and Budget: *Janet Myer* Date *5/5/15*  
C. Law Department: *S. Yasgur* Date *5/5/15*  
D. County Manager: *John P. Stoe* Date *5/5/15*  
E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

**RESOLUTION NO. INTRODUCED BY PLANNING AND ENVIRONMENTAL  
MANAGEMENT AND REAL PROPERTY COMMITTEE TO AUTHORIZE THE  
ADMINISTRATION OF A NEW YORK MAIN STREET GRANT THROUGH ROUND  
III OF THE CONSOLIDATED FUNDING APPLICATION**

**WHEREAS**, pursuant to Resolution No. 278-13, the Sullivan County Legislature authorized the Division of Planning & Environmental Management to apply for and accept a grant from the New York Main Street Technical Assistance (NYMSTA) Program through Round III of the Consolidated Funding Application (CFA) in 2013, and

**WHEREAS**, the County has secured an award in the amount of \$20,000 from the NYMSTA program, with Sullivan Renaissance committing \$5,000 towards the project, \$1,000 coming from project applicants, and \$9,225 would be provided as in-kind contribution from the County, for a total project cost of \$35,225 for the NYMSTA project; and

**WHEREAS**, pursuant to Resolution No. 432-14, the Sullivan County Legislature authorized the advance from the General Fund to administer the NYMSTA grant; and

**WHEREAS**, pursuant to Resolution No. 433-14, the Sullivan County Legislature authorized the acceptance of \$5,000 from Sullivan Renaissance to assist with the administration of the NYMSTA grant.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager to execute any and all necessary documents to administer the grant award(s) 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.

**Moved by,  
Seconded by,  
and adopted on motion, 2015**

# Projects & Status

as of May 1, 2015

## Highlights

- Funding/Grants
  - DPEM participated in two panels to promote upcoming funding opportunities: SC Chamber on 4/23, and Sullivan Renaissance Spring Forum on 4/25
  - Plans & Progress Small Grants Program received 26 applications
  - Worked with Mid-Hudson Regional Council representatives, County economic development agencies, and potential CFA applicants to identify and develop potential projects from within the County
- Small Business Assistance
  - 19 people completed 1<sup>st</sup> round of Microenterprise Assistance Program (MAP) training; loan applications due May 8<sup>th</sup>; 2<sup>nd</sup> round of program announced for late summer
  - RLF loan to Majestic Farms (cider orchard) approved
  - Workshop on MWBE certification confirmed for May 20<sup>th</sup>, in concert with Chamber, Partnership SVCA, IDA; outreach ongoing
  - Support provided to Narrowsburg School project
- Transportation Plan
  - Working with consultants on revisions to final recommendations; presentation to Legislature scheduled for 5/21
- NYS Main Street Technical Assistance grant program for Monticello
  - Award determinations made and contractors selected; on target for getting cost estimates in time for full Main Street application through CFA
  - Draft zoning amendment to permit second story residential in the downtown under review and revision
- Broadband/Telecommunications
  - Survey launched online, with direct mail to unserved households, and with paper copies to town halls, libraries, etc.
  - Draft RFEI to engage potential WISP providers under circulation
- Agriculture
  - 30 day ag district window ended; applications under review with site visits
  - Ag Plan Implementation Task Force: action plan completed; focusing on BR&E program
- 239 reviews
  - 17 reviews completed
  - Reviewing comprehensive package of zoning amendments proposed for Town of Mamakating

**I. Admin**

Task/Issue	Current Status	Notes/Issues
Personnel	<ul style="list-style-type: none"> <li>Economic development planner advertised; no response to date</li> </ul>	
DPEM website	<ul style="list-style-type: none"> <li>Ongoing updates; additional county plans posted</li> </ul>	

**II. Grants**

**Grants - Projects**

Project Name	Description	Sponsoring Agency/\$	Lead	Current Status	Next Steps	Notes/Issues
Catskill Mountain Dairies	\$100k to assist start up in Bethel	NYS HCR CDBG Small Business (2014 award)	JW/MMM	<ul style="list-style-type: none"> <li>Received site plans</li> <li>Nearing completion of state contract</li> </ul>	<ul style="list-style-type: none"> <li>Equipment can be purchased once lease agreements are finalized</li> </ul>	<ul style="list-style-type: none"> <li>Both these grants, RBEG and CDBG, are supporting the establishment of this dairy</li> </ul>
RBEG – Dairy Processing RBEG	Dairy Processing Equipment Lease	USDA-RD	JW/MMM			
Maranantha Maple	\$50k to assist expansion in Neversink	NYS HCR CDBG Small Business (2014 award)	JW/MMM	<ul style="list-style-type: none"> <li>Continue to work in resolving issues with applicant business plan</li> </ul>		
Highland River Access	\$35k to fund final design and engineering	NYS DOS LWRP program (2014 award)	HJ	<ul style="list-style-type: none"> <li>Contract nearing completion; budgets being verifies</li> </ul>	<ul style="list-style-type: none"> <li>Pending State review</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
RBEG Small Business Development	Microenterprise Grant Program	USDA (2014 award)	JW	<ul style="list-style-type: none"> <li>Program nearing completion, see highlights, above</li> </ul>		
Eagle Institute Nest Monitoring & Education	Pass through grant to map/monitor eagle nesting sites, and do public education	TAG from UDC	HJ	<ul style="list-style-type: none"> <li>Progress report received</li> </ul>	<ul style="list-style-type: none"> <li>na</li> </ul>	<ul style="list-style-type: none"> <li>In collaboration with Pike County and Delaware Highlands Conservancy</li> </ul>
Monticello: NY Main Streets Technical Assistance	Regranting program to fund design work on Main Street improvements	NYS HCR, with Sullivan Renaissance	JW	<ul style="list-style-type: none"> <li>See highlights section above</li> </ul>		

**III. Studies, Plans & Reports**

Project Name	Sponsoring Agency/\$	Lead	Start Date	Due date	Current Status
Economic Development Strategic	USDA - RBOG	JW/FE			<ul style="list-style-type: none"> <li>No activity this month</li> </ul>

### III. Studies, Plans & Reports

Project Name	Sponsoring Agency/\$	Lead	Start Date	Due date	Current Status
Plan					<ul style="list-style-type: none"> <li>Previous meeting raised issue of revision to respond to the casino announcement; additional text needed</li> </ul>
Comprehensive Coordinated Transportation Plan (CCTP)	RBOG funded grant, \$75k	EC	4/1/14		<ul style="list-style-type: none"> <li>See highlights section above</li> </ul>
LWRP	NYS DOS	HJ			<ul style="list-style-type: none"> <li>Pending final consultant revisions; complete appendices, formatting, etc.</li> </ul>
LWRP River Access Plan	Under LWRP	HJ			<ul style="list-style-type: none"> <li>Work initiated on developing an action plan for implementation, including grant requirements</li> <li>Develop multi-year implementation plan for basis of ongoing funding pursuits</li> </ul>
LWRP Parking Study	With Orange County				<ul style="list-style-type: none"> <li>Draft complete</li> <li>Public hearing to be scheduled in Lumberland</li> </ul>

### IV. Committees/Task Forces/Boards

Name	Lead	Next Mtg Date	Notes/Issues/Activity
Trails Committee	FE/HJ		Inventory proceeding, along with work to establish subcommittees
Broadband & Connectivity Working Group	FE/JW	5/25	See highlights section, above
Telecommunications Task Force	FE/JW	TBD	New entity starting up
Emerald Corporate Center Board/ Emerald Springs Water Corp	FE/JW	5/4	Appraisal received; meeting being scheduled to review
Ag and Farmland Protection Board	MM		Eight year ag district review
Ag Plan Implementation Task Force	MM		
Ag Advisory Committee	MM		
Sullivan – Wawarsing REAP Corp	JW	5/12	Previous meeting identified marketing and branding as focus for ag plan implementation.
MHREDC	FE	5/7	Frontier Communications will attend to discuss broadband Work on CFA & URI plan
Airport Commission	FE	5/20	Explore potential for hanger expansion
Transportation Subcommittee, Long Term Care Council	FE	5/20	Final presentation from consultant on plan

### V. GML 239 Referrals



**Listing of Referrals:**

For All Municipalities

For the Period 4/1/2015 to 4/30/2015

Dt Rec	Dt Request	Project Name	Action Type	Referral ID #	Referral #	Legislator
4/27/2015	5/14/2015	Beaver Brook Rod & Gun Club	Subdivision Review	TUS15-08	15-0058	Scott B. Samuelson
4/27/2015	5/14/2015	Narrowsburg Motor Sales	Special Use Permit	TUS15-07	15-0057	Scott B. Samuelson
4/27/2015	5/18/2015	Dee Dee's Cottage, LLC	Area Variance	LIB15-012	15-0055	Kitty Vetter
4/27/2015	5/14/2015	Town of Tusten Solar Array	Special Use Permit	TUS15-09	15-0059	Scott B. Samuelson
4/24/2015	5/24/2015	Proposed Local Law	Adoption/Amendment of Zoning Text	THO15-09	15-0054	
4/20/2015	5/20/2015	Luis Maldonado	Area Variance	FAL15-06	15-0053	Gene Benson
4/20/2015	5/20/2015	Joseph Hershkowitz	Area Variance	FAL15-05	15-0052	Gene Benson
4/15/2015	5/15/2015	Menachem Brayer	Area Variance	THO15-06	15-0045	Alan Sorensen
4/15/2015	5/15/2015	Melanie Contrys	Area Variance	THO15-07	15-0046	Alan Sorensen
4/13/2015	5/6/2015	The River Market	Site Plan Review	HIG15-05	15-0050	Kathleen LaBuda
4/13/2015	5/4/2015	HASC	Special Use Permit	LIB15-010	15-0047	Cora Edwards
4/13/2015	5/4/2015	Camp Yeshiva	Special Use Permit	LIB15-011	15-0048	Cindy Gieger
4/13/2015	5/6/2015	Catskill Woods	Special Use Permit	HIG15-04	15-0049	Kathleen LaBuda
4/10/2015	5/1/2015	Camp Glen Spey	Site Plan Review	LUM15-02	15-0044	Kathleen LaBuda
4/8/2015	5/4/2015	Boat Wise, Inc.	Site Plan Review	BET15-03	15-0042	Scott B. Samuelson
4/8/2015	5/4/2015	MacArthur Subdivision	Subdivision Review	BET15-04	15-0043	Scott B. Samuelson
4/8/2015	5/8/2015	Annexation of Itzhak Abou Property	Other	THO15-08	15-0051	Ira Steingart

**Grand Totals: 7 Municipalities      17 Referrals**