



**SULLIVAN COUNTY LEGISLATURE**  
**Planning, Environmental Management and Real Property Committee**  
**Tuesday, March 2, 2017 ~ 12:30 PM**

**Committee Members:** Alan Sorensen (Chair); Catherine Owens (Vice Chair); Joe Perrello, Ira Steingart & Nadia Rajsz

***AGENDA***

**PRESENTATIONS:** None

**DISCUSSION:**

- 1. Grow the Gateways Project**
- 2. Update on Trails**

**RESOLUTIONS:**

**COUNTY ATTORNEY - None**

**COUNTY TREASURER – None**

**PLANNING –**

- 1. Authorizing a Sullivan County Application to the New York State Department of State for Funding under the Countywide Resiliency Planning Grant Program.**
- 2. To enter into a contract for Professional Services with Alta Planning and Design Inc. under the County's Office of Parks Recreation and Historic Preservation, and Empire State Development Grants For Work on the O&W Rail Trail.**

**REAL PROPERTY –**

- 3. To Correct the 2017 Tax Roll of the Town of Fallsburg for Tax Map #3.-1-1.5.**

**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:**

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

**To:** Sullivan County Legislature

**Fr:** Freda Eisenberg, Commissioner

**Re:** Request for Consideration of a Resolution: Authorize Application for NYS Dept of State

**Date:** February 23, 2017

**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.]

AUTHORIZING A SULLIVAN COUNTY APPLICATION TO THE NEW YORK STATE DEPARTMENT OF STATE FOR FUNDING UNDER THE COUNTYWIDE RESILIENCY PLANNING GRANT PROGRAM

---

---

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

No

---

---

**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 \_\_\_

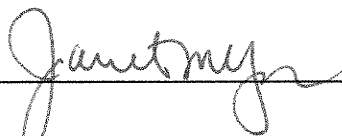
If "Yes" specify appropriation code(s): \_\_\_\_\_

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 [ \_\_\_\_\_ ] of  
[ \_\_\_\_\_ ]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

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:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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): \_\_\_\_\_

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.)

\_\_\_\_\_

Person(s) responsible for monitoring contract (Title): \_\_\_\_\_

Pre-Legislative Approvals:

- A. <sup>Assistant</sup> Director of Purchasing: Angela Lewis Date 2/23/17
- B. Management and Budget: Janet Myers Date 2/27/17
- C. Law Department: [Signature] Date 2/23/17
- D. County Manager: [Signature] Date 2/29/17
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

Vetted in PEMRP Committee on 03/02/2017

**RESOLUTION NO. INTRODUCED BY THE PLANNING, ENVIRONMENTAL MANAGEMENT & REAL PROPERTY COMMITTEE AUTHORIZING A SULLIVAN COUNTY APPLICATION TO THE NEW YORK STATE DEPARTMENT OF STATE FOR FUNDING UNDER THE COUNTYWIDE RESILIENCY PLANNING GRANT PROGRAM**

**WHEREAS**, the New York State Department of State (DOS) issued a request for applications for the preparation of Countywide Resiliency Plans (RFA16-LWRP-33); and

**WHEREAS**, the RFA lists Sullivan County as one of 42 counties eligible to apply for up to \$250,000 to support the preparation of a countywide resiliency plan that would develop a vision for a resilient county; increase public education and awareness; assess vulnerability and risk; identify and implement management measures, standards, or policies needed to accommodate changing conditions; estimate costs and benefits of recovery options; prioritize planning projects that have the most significant value in making counties more prepared for future storm events; and develop funding strategies to implement priority projects including identification of available federal, state, municipal, nonprofit and private resources; and

**WHEREAS**, the Sullivan County legislature has discussed the opportunity at the February 16, 2017 meeting of its Executive Committee and determined such a plan would benefit the county; and

**WHEREAS**, development of a countywide resiliency plan would support the update of existing plans nearing the end of their intended use span including the Multi-jurisdictional Hazard Mitigation Plan and the Sullivan County 2020 Comprehensive Plan; and

**WHEREAS**, an authorizing resolution is both necessary and desirable to formally submit an application to the New York State Department of State, and

**WHEREAS**, the scope of the project will be developed to include the entire county;

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes the Division of Planning and Environmental Management to apply for up to \$250,000 to submit applications and, if awarded, to administer funds for a County-wide Resiliency Plan; and

**BE IT FURTHER 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 DOS 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 execute any and all documents and contracts to accept the award and to execute any and all necessary documents in order to administer the grant and disburse funds to the recipients, 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 by the use of this funding.

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

**To:** Sullivan County Legislature

**Fr:** Freda Eisenberg, Commissioner of Planning

**Re:** Request for Consideration of a Resolution: to enter into a contract with Alta

**Date:** 2/22/17

**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 contract with Alta to perform work on the O&W Rail Trail with funding from the State OPRHP, ESD and some county funds

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

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

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

**Amount to be authorized by Resolution:** \$ 158,914.00

**Are funds already budgeted? Yes  No**

**If "Yes" specify appropriation code(s):** A8020-90-47-4763

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

**Estimated Cost Breakdown by Source:**

County	\$ <u>9,414</u>	Grant(s)	\$ _____
State	\$ <u>149,500.00</u>	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

**Verified by Budget Office:** Janet Myers

**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 [Alta Planning and Design Inc] of  
[\_\_\_\_\_]

Nature of Other Party to Contract: Professional \_\_\_\_\_ Other: \_\_\_\_\_

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

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:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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): \_\_\_\_\_

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.)

R-16-12  
\_\_\_\_\_

Person(s) responsible for monitoring contract (Title): \_\_\_\_\_

Pre-Legislative Approvals:

- A. <sup>Assistant</sup> Director of Purchasing: *Cynthia Lewis* Date 2/23/17
- B. Management and Budget: *Janetmy* Date 2/27/17
- C. Law Department: *[Signature]* Date 2/23/17
- D. County Manager: *[Signature]* Date 2/27/17
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

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



**RESOLUTION NO. INTRODUCED BY PLANNING AND ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE TO ENTER INTO A CONTRACT FOR PROFESSIONAL SERVICES WITH ALTA PLANNING AND DESIGN INC. UNDER THE COUNTY'S OFFICE OF PARKS RECREATION AND HISTORIC PRESERVATION, AND EMPIRE STATE DEVELOPMENT GRANTS FOR WORK ON THE O&W RAIL TRAIL.**

**WHEREAS**, the O&W rail corridor traverses the County of Sullivan ("County") for approximately 50 miles, from Mamakating to Livingston Manor, and there is an additional spur line south from Monticello; and

**WHEREAS**, approximately 25 miles of the main O&W corridor in the County has been developed as local "rail trail" facilities, providing much needed opportunities for safe, off-road walking and bicycling; and

**WHEREAS**, completing the development of the O&W trail has been identified as the number one priority of the Sullivan County Trails Committee; and

**WHEREAS**, toward this end, the County had applied for and successfully obtained a \$127,000.00 ("OPRHP Funds") grant from the New York State Office of Parks Recreation and Historic Preservation; and

**WHEREAS**, the County had applied for and successfully obtained a \$22,500.00 ("ESD Funds") grant from the New York State Empire State Development Market New York; and

**WHEREAS**, the County has committed to providing up to \$30,000.00 ("County Funds") in matching funds for the project; and

**WHEREAS**, the Funds may be used to pay for professional services ("Services").

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be and is hereby authorized to execute any and all necessary documents to enter into an agreement with Alta Planning and Design Inc in an amount not to exceed \$158,914.00, 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 by the use of this funding.



Request for Authority to Enter into Contract with [ \_\_\_\_\_ ] of  
[ \_\_\_\_\_ ]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

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:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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): \_\_\_\_\_

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.)

\_\_\_\_\_

Person(s) responsible for monitoring contract (Title): \_\_\_\_\_

**Pre-Legislative Approvals:**

- Assistant*  
A. Director of Purchasing: *Arlyn Lewis* Date *2/23/17*  
B. Management and Budget: *Janet Myers* Date *2/27/17*  
C. Law Department: *[Signature]* Date *2/23/17*  
D. County Manager: *[Signature]* Date *2/29/17*  
E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

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

**RESOLUTION INTRODUCED BY PLANNING, ENVIRONMENTAL  
MANAGEMENT AND REAL PROPERTY COMMITTEE TO  
CORRECT THE 2017 TAX ROLL OF THE TOWN OF FALLSBURG  
FOR TAX MAP #3.-1-1.5**

**WHEREAS**, an application dated February 21, 2017 having been filed by Angelo & Stephanie Sapuppo with respect to property assessed to said applicant on the 2017 tax roll of the Town of Fallsburg Tax Map #3.-1-1.5 pursuant to Section 556 of the Real Property Tax Law, to correct a clerical error on the taxable portion of the tax roll due to an entry on the assessment roll which is incorrect by reason of an arithmetical mistake by the assessor appearing on the property record card; and

**WHEREAS**, the Director of Real Property Tax Services has duly investigated the application and filed his report dated February 23, 2017 recommending the Sullivan County Legislature approve said application; and

**WHEREAS**, this legislature has duly examined the application and report and does find as follows:

(a) That the application be approved because of a clerical error.

**NOW, THEREFORE, BE IT RESOLVED**, that the application be approved upon the grounds herein set forth; and

**BE IT FURTHER RESOLVED**, that the Chairman of the County Legislature be and he hereby is directed to note the decision of this Board on the application, execute an order to such effect to the officer having custody of the tax roll, send notice of approval to the applicant and file a copy of the records of this proceeding with the Clerk of the County Legislature; and

**BE IT FURTHER RESOLVED**, that the amount of any tax corrected pursuant to this Resolution shall be a charge upon the said municipal corporation or special district to the extent of any such municipal corporation or special district taxes that were so levied and that the amount so charged to any such municipal corporation or special district shall be included in the next ensuing tax levy and to the extent that the levy made pursuant to this resolution includes a relieved school tax, the Treasurer shall charge back such amount in accordance with law.

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_ day of \_\_\_\_\_, 2017.

# Sullivan County

## Division of Planning and Environmental Management [DPEM]

### Activity Highlights February 23, 2017

- **Monticello-Thompson Gateway Plan**
  - Completed initial community outreach phase with approximately 100 visitors to the February 15<sup>th</sup> open house at the Crawford Library.
  - Working with project consultant on using the input to develop a community vision, as well the inventory and analysis phase.
- **Land Bank**
  - SCLBC launched with February 14<sup>th</sup> organizational meeting.
  - Initiating search for executive director.
  - Preparing documentation to meet NYS ABO requirements, including webpage on the County site.
  - Meeting with USDA to discuss applicable funding programs.
- **Trails**
  - O&W
    - Received approval from NYS Parks, Recreation & Historic Preservation to proceed with O&W trail plan, along with contract from Empire State Development for Market NY funds.
    - Conducting outreach to all trail municipalities for participation in a project committee.
    - Proceeding to engage project consultant.
    - Working with rep from Governor's office on plan for regional connections.
  - County Trails committee shifting focus from O&W to identifying other opportunities for trail connections.
- **Grants**
  - Initiated preparation of response to NYS DOS Request for Applications for Countywide Resiliency Planning Grants. Issued survey to municipalities to identify planning needs relevant for this program.
  - 2017 CFAs
    - Assisting with debriefings for 2016 unfunded applications.
    - Arranging visit from New York State Homes & Community Renewal rep prior to program opening to discuss potential projects.
  - EPA Brownfields application still pending.

- **Small Business Assistance**
  - Assisting six graduates of recent microenterprise training with refining their business plans.
  - One new revolving loan application received, along with several inquiries.
- **Agriculture**
  - Successful launch of young dairy discussion group with 11 farmers participating and others committed to joining in future meetings, which the group agreed would be monthly. Topics identified for education include value added, business planning/cost of production, field trips, succession planning, animal husbandry protocols and organic transition.
  - Bethel Creamery project proceeding on track.
  - Work proceeding on Bethel farmland preservation grant.
- **Upper Delaware River**
  - Survey work proceeding for Highland river access design project.
  - Working with DEC and Town of Delaware on potential revisions for the Callicoon river access concept.
- **Municipal Technical Assistance**
  - NYS DOS development review training scheduled for March 9<sup>th</sup>. Topics will be SEQRA and Site Plan. Follow up session on upcoming changes to SEQRA regulations being planning with DEC.
  - Provided mapping assistance to Rockland comprehensive plan committee.
  - Work with Thompson and Monticello sign committee ongoing.
  - 2 GML-239 referrals received

**Listing of Referrals:**

For All Municipalities

For the Period 2/1/2017 to 2/23/2017

Dt Rec	Dt Request	Project Name	Action Type	Referral ID #	Referral #	Legislator
2/14/2017	3/6/2017	Entertainment Village Hotel	Site Plan Review	THO17-01	17-0017	Alan Sorensen
2/9/2017	3/6/2017	Transient Campground August 2017	Site Plan Review	BET17-01	17-0016	Scott B. Samuelson

Grand Totals: 2 Municipalities                      2 Referrals