

**Upper Delaware Council
PROJECT REVIEW COMMITTEE MEETING MINUTES
December 15, 2020**

Committee Members Present: David Dean, Larry Richardson, Jim Greier, Al Henry, Aaron Robinson, Jeff Dexter, Susan Sullivan
Committee Members Absent: Fred Peckham
Staff: Laurie Ramie, Shannon Cilento, Ashley Hall-Bagdonas
NPS Partners: Cody Hendrix, Don Hamilton (6:46 p.m.)
Guests: Buck Moorhead, Remy Moorhead

The UDC's Project Review Committee held its monthly meeting on Tuesday, December 15, 2020 via Zoom. Chairperson Dean authorized Richardson to lead the meeting. Richardson called the meeting to order at 6:35 p.m. There was no public comment on the agenda.

Approval of November 24, 2020 Meeting Minutes: A motion by Robinson seconded by Henry to approve the November 24th Minutes carried. There was no public comment on the agenda.

Resources and Land Use Specialist Update:

New York State Town Projects

Town of Cochection: On a drive along Route 97 in November, Cilento stopped at the former Kingston Pump Station ruin site (Cochection 12.-1-24.1) as it was being cleaned up of brush and debris. She spoke with the property owner who was cleaning up the property and he plans to open a coffee shop adjacent to the existing ruins. He also plans to stabilize and preserve the ruins. He was very interested in the work of UDC and the review process and requested more information. He also owns a business he started this past year called "Dave's Backyard Skewers". Cilento said he is working with the Town on that. Cilento will follow up with Town of Cochection to ensure substantial conformance review process is followed during any site plan review for the proposed coffee shop.

Richardson said Cochection Code Enforcement Officer (CEO) Gregg Semenetz, has resigned. Jim Crowley, will take over. He is on the Town Planning Board and is the Building Inspector for Tusten. The plan is during the winter months Crowley will be the CEO and in the Spring, Semenetz will come back and resume his duties. Richardson reported that Semenetz said he looked at the project Cilento mentioned and he can move forward with it. Richardson said adjacent to that is the pull-off to the Scenic Byway, and it's in tough shape. He hopes to catch up with that business owner because he is talking about using a little bit of that space so people can park. Perhaps something can be worked out with him to encourage him to clean it up a little. Cilento said she would forward his contact information to Richardson.

Town of Tusten: The Town submitted preliminary materials regarding the proposed Feagles Lake Subdivision in Narrowsburg. A Planning Board work session via Zoom was held on 10/19 which Cilento attended. The three-phase project would create a private residential community around Feagles Lake with approximately 20-25 homes. Each lot will have a well and septic system and an HOA will be created for road maintenance and other community needs. The project will need a full EAF due to the size and scale of the proposed project. The project engineer notified the Town that they would not have materials ready for review for the November meeting, and they are on the schedule for the 12/21 meeting. Cilento will attend the 12/21 Planning Board meeting via Zoom and will continue to follow the project, providing input during the preliminary design processes and completing a Substantial Conformance Review when necessary. Sullivan asked Cilento what the size of the lots would be? Cilento said the majority were 5-acres each. A few were 30-40 acres. Some of the lots right on the lake were 3-4 acres. Cilento said that may change because there were a lot of comments by the Board and the Town's Attorney. She will update the committee with how it has evolved.

Town of Highland: The Town has submitted materials associated with proposed zoning updates to both UDC and Sullivan County Planning. Pending an upcoming planning board review of the proposed changes, the Town will

move to adopt the changes at their 1/5/21 meeting. Cilento will review the updates and changes to compare them to previous reviews/notes from Jennifer Claster and Tom Shepstone to ensure substantial conformance.

Cilento also reached out to the Town regarding the Robinson property at 27.-9-1 on Route 97 in Barryville to follow up on the NYSDOT easement updates associated with construction on the property. The Town has not yet replied.

Pennsylvania Township Projects

Shohola Township: Will be discussed under New Business.

Project Review Workbook Rollout: Will be discussed under Old Business.

Town/ship meetings attended as of 12/15: Town of Tusten Planning Board; Town of Delaware Town Board; Damascus Township Board of Supervisors; Town of Hancock Town Board; Town of Lumberland Planning Board; Westfall Township Planning Commission. Cilento will schedule more visits for January after the holidays with emphasis on virtual meetings.

Broadband Expansion Updates: The PA Senate gave final approval to pending legislation aimed at expanding broadband in underserved areas of the state, including NEPA. The legislation creates the Underserved High-Speed Broadband Funding Program, which will provide financing and funding to companies which construct and administer high-speed internet services, provided they cover 25% of project cost. Cilento will follow projects and developments as they pertain to the UPDE region.

FY 2021 Technical Assistance Grants: The FY 2021 (10/1/2020-9/30/2021) round will observe the following schedule: Friday, 2/26/2021 Grantees must submit a Mid-Term Progress Report to the UDC by this date to outline the project's status. Friday, 8/20/2021 Grantees must complete their projects to the satisfaction of the Contract Criteria and submit a payment request to the UDC for reimbursement of allowable expenses.

Cilento noted that all 2020 TAG's have been closed out and paid.

Old Business

Project Review Workbook Orientation Video Update: Ramie said the orientation video is completed. Quiet Light Films has turned over all the files and Cilento has posted to both UDC Vimeo and YouTube channels for pending release. They took many hours to upload and Cilento had a more efficient time uploading them at home. Since then, we contacted our ISP, Frontier Communications letting them know of our service issues. There was a meeting 12/9 with Cilento, Ramie and National Parks Conservation Association (NPCA) staff to plan a 1/25 virtual viewing and Q&A session for municipalities to launch the videos and offer a training opportunity for local board members. That will also offer credits to the Town Planning Board members who need a certain number of hours. Sullivan asked what do people have to do to earn credits? Ramie said they have to prove they watched the video and that will be the equivalent of 1-1.5 credits. We will have a sign-in program where people can register. There would be two identical sessions 3-4:30 p.m. and 5-7:30 p.m. on Monday, 1/25. They are still in the planning stage and the next step is to come up with language to put on the UDC website and provide links to the videos on the website. You will be able to watch the whole video or pick a particular clip. Ramie said Quiet Light Films did a fantastic job compiling the videos, taking great care to make them dynamic and interesting. On 12/11, NPCA offered to pay for a Vimeo Plus subscription knowing that UDC was having difficulty with our internet, and that's a value of \$89.04. Cilento said everything will be launched live via YouTube and Vimeo. Quiet Light Films also provided us with custom closed-captioning for handicap accessibility.

Other: Ramie noted it was Hamilton's birthday today and everyone wished him a Happy Birthday.

New Business

Shohola Zoning Ordinance #80 Substantial Conformance Review: Cilento said in a recent *Pike County Dispatch* article, it was mentioned, "The Township will be advertising a host of zoning amendment changes based on review by the Planning Commission. The ordinance covers compliance changes bringing the Township in line with the

River Management Plan, etc.” Robinson notified UDC on 11/13 that the Shohola Board of Supervisors unanimously voted to adopt Zoning Ordinance No. 80 at their meeting the evening prior and that it would be submitted to UDC for review shortly. When Cilento contacted the Township, they were confused and said they sent it this past spring and a review was conducted. Ramie and Cilento looked into the history of the review and contacted Robinson for clarification. Robinson said the number of the previous ordinance was #79 and that was the one they worked from. What they did was edit and amend #79 and never changed the number on the Cover Page. What Claster and Shepstone looked at was the amended version of #79, which is now #80. They didn’t call it #80 until it was enacted. Any changes or amendments were done in red type, so they were easy to locate. The delay in getting it to the UDC was a formatting issue. He transmitted the ordinance to the UDC this afternoon. Robinson said it will go on their website shortly. Cilento asked Robinson if it was the same ordinance that was reviewed? He said the only thing that was changed was the formatting and color of the text. Cilento said that clarifies a lot. Robinson said once he gets a PDF of the signature page, he will forward it along.

Other: Ramie asked if Hendrix could share about his first week on the job? Hendrix said it’s going well. He’s meeting with Claster every-other-day catching up on projects and figuring out where she left off and where he is picking up. He said he’s eager to get started when the New Year comes.

Public Comment: Sullivan said she was excited to read the UDC’s Facebook page, especially regarding John Hutzky, who she didn’t know personally but now feels like she does because so many people posted wonderful tributes. She passed it along to Barbara Yeaman from the Delaware Highlands Conservancy. Sullivan said well done. Ramie said she sent the email regarding Hutzky to Yeaman and she emailed Ramie back expressing her thoughts about Hutzky which will be included in the next Newsletter.

Adjournment: A motion by Dean, seconded by Robinson, to adjourn the meeting at 6:59 p.m. was carried.

Minutes prepared by Ashley Hall-Bagdonas, 12/29/2020