

**Upper Delaware Council**  
**PROJECT REVIEW COMMITTEE MEETING MINUTES**  
**August 24, 2021**

Committee Members Present: Larry Richardson, Jeff Dexter, Fred Peckham (Zoom), David Dean, Aaron Robinson, Susan Sullivan  
Committee Members Absent: Jim Greier, Al Henry  
Staff: Laurie Ramie, Shannon Cilento, Ashley Hall-Bagdonas  
NPS Partners: Cody Hendrix- Community & Land Use Planner  
Guests: Roger Saumure- Shohola Township Alternate

The UDC's Project Review Committee held its monthly meeting on Tuesday, August 24, 2021 at the Council office in Narrowsburg, NY. Chairperson Richardson called the meeting to order at 6:31 p.m. There was no public comment on the agenda.

**NPS Corridor Boundary Documentation Presentation by Cody Hendrix:** Hendrix said what Denver and Washington sent to him were the legal advertisements of public notices of meeting, the Environmental Impact Study, a map that was created in 1973, as well as one done up in 1978. Referencing the maps, he said one has a solid line and one has a dotted line. It gives the original 86,000 acres vs. the 55,574.5 of today. Hendrix reached back out to the contact to the Northeast Region asking if that's all the documentation there is? They confirmed it is and Hendrix was disappointed when he was told that. In the documents it did say when NPS adopted the plan they were supposed to generate the final map that shows 55,574.5 acres. Hendrix does have the segment maps. He said the boundary was basically ridgeline to ridgeline. All the perennial tributaries that flowed into the Delaware river is what they based it off.

**Approval of the July 27, 2021 Meeting Minutes:** A motion by Robinson seconded by Sullivan to approve the July 27<sup>th</sup> minutes carried. There was no public comment on the agenda.

**Resources and Land Use Specialist Update:**

**New York State Town Projects**

**Delaware County:** Cilento said an 8/4 article in *The Reporter* outlined that the Delaware County Industrial Development Agency (IDA) requested standardization of code and zoning officers to the County's Board of Supervisors. County Planning Director Shelley Johnson-Bennett has researched and also been an advocate for unified code enforcement. Existing CEOs in Delaware County call the County Planning Office for advice on enforcement and zoning issues and there is also a lack of available officers which make inspections difficult to schedule. The IDA thinks that unified County code enforcement would help expedite and centralize the process for better efficiency, especially for businesses. They are still in the research and planning phase of this process.

**Town of Highland:** On 8/16, a meeting was held for the Highland River Access project at Highland Town Hall. Representatives from the Town, Sullivan County, Upper Delaware Scenic Byway, NYSDOT, NYSDEC, NPS, and UDC participated. The County plans to reissue the original bid with modifications in the late fall/early winter 2021 for spring 2022 construction.

**Project Review Workbook Rollout:** Since the Project Review Workbook 2.0 has been completed and posted on the UDC website, Cilento continues to attend municipal meetings to announce its release and implementation.

**Municipal meetings attended as of 7/27:** Town of Tusten Planning Board; Town of Delaware Town Board; Damascus Twp. Board of Supervisors; Town of Hancock Town Board; Town of Lumberland Planning Board; Westfall Twp. Planning Commission; Shohola Twp. Planning Commission; Lackawaxen Twp. Board of Supervisors Community Workshop, Berlin Twp. Board of Supervisors. Cilento attended the Berlin Twp. Board of Supervisors on 8/16 and they had just gotten their Town Hall/Community Center paved with the PA Department of Community and Economic Development (DCED) Grant money UDC had awarded them. She is scheduled to attend the 8/25 Deepark Planning Board meeting at 7 p.m. and the Cocheton Planning Board meeting on 8/26 at 7:30 p.m. She has the Town of Fremont left to set up a meeting.

**Open Substantial Conformance Reviews:**

<b>Project ID</b>	<b>Project Name</b>	<b>Municipality</b>	<b>Action</b>
UDC2020-005	Feagles Lake Subdivision	Tusten	Class II – Site Plan Review

**The FY 2021 (10/1/2020-9/30/2021) Technical Assistance Grant round will observe the following schedule:** 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 anticipated receiving the Joint Master Plan between the Town and Village of Hancock shortly.

**Old Business**

**NPS Determination: UDC 2021-007 Tusten Narrowsburg Union Signage Plan:** Cilento said these letters for Tusten Narrowsburg Union Signage Plan and Tusten Great Pine LLC are the standard letters sent over from NPS Regional on 8/4 with an approval for concurrence on our substantial conformance recommendation.

**NPS Determination: UDC 2021-008 Tusten Great Pine LLC:** Discussed above.

**Highland Access Project Update:** Cilento noted in the handout where it says for signs “Funding from UDC is still available” it should say UDSB (Upper Delaware Scenic Byway)”; that was a typo. Heather Jacksy from Sullivan County Planning did correct that in the meeting notes. Last week they met at the Town Hall. Hendrix was there, Don Hamilton called in, Jacksy, Mike Disarno from DEC, Johnny Pizzolato from UDSB, Ed Mall from DOT, Jeff Haas Town of Highland Supervisor, and Berry Hafkin the head of the Planning Board Chair attended. There was one bid for the project but it ended up being over what they wanted to spend and it also was someone that hadn’t come to any of the pre-bid meetings; they turned down that bid. They are going to reissue it because there were several interested contractors that were relatively local. By the time the initial bid went out a lot of the local contractors were already booked up for the summer season. The re-bid will be late fall/early winter; with a Spring 2022 start date. The Town of Highland has committed to paving it so they can take that out of the bid as well as sign removal; DEC was going to look into doing the invasive plant removal. Sign installation has been discussed between NPS and UDSB funding. Cilento said the project is kind of on hold for now but believes there will be some nice improvements.

Robinson asked if the bid was made public? Hendrix said he believes it was \$700,000. Cilento said the project goal was \$500,000. Robinson said for parking it’s a great area because it’s level and on the same plane as Rt. 97. As far as river access, it’s going to be a maintenance barrier because the strip is very narrow. The elevation that accommodates accessing the river is limited. Robinson said he doesn’t know how much streambank disturbance they will want to do to make it more useable. Richardson said when they first discussed this, they were talking about expanding up the river? Robinson personally feels it’s a poor location. It’s fast-moving water which could be dangerous and it’s steep. He agrees with Richardson that there are other locations on the river that could be suitable for a river access. He is also concerned that it will flood. Cilento said they will be grading for ADA accessibility. Cilento said if she remembers correctly, the partners just fell into place as far as the property ownership. Richardson suggested asking Jacksy to present at a full Council meeting. Ramie said she would check the presentation schedule and with Jacksy’s schedule to see if she is interested in explaining more about their intentions.

**Other:** Hendrix said NPS has selected their virtual intern for the historical internship. It was an intern that worked for Upper Delaware NPS this summer. She accepted the internship and they will be setting up a meeting with the intern, Lauren Hauptman, Hendrix, and Cilento to get that project started. She will be revamping walking tours and working with local historical societies.

Richardson said he and his wife went to the Lock 31 Canal Festival in Hawley on 8/28 and NPS had a nice presentation.

**New Business**

**TAG 2021-02: Town of Delaware Project Completion Approval:** Town of Delaware submitted for reimbursement of their Technical Assistance Grant. Cilento passed around two copies of the Recreational Access Study that Tom Shepstone completed. It's very similar to the one Shepstone completed for the Towns of Hancock and Fremont. They listened to a lot of the suggestions Cilento had given them. She thinks it's a great work product and they have a committee set up that's looking forward to implementing it. The total project cost was \$6,000. They also had a lot of in-kind aid and donation of services. A Motion by Robinson seconded by Sullivan to approve the completion of Town of Tusten TAG 2021-01 carried.

**TAG 2021-03: Joint Master Plan between Town and Village of Hancock Project Completion Approval:** Cilento said monthly she tries to send informal emails to the grant recipients to see where they are at and to check in between the midterm reports, to make sure they are on track to see if there is any assistance she can provide. She hadn't heard from Hancock for a few months when sending emails and had gotten voicemails. She received an update from Shelley Johnson, the Director of Planning in Delaware County, via email that they were working on it and it was almost complete. It wasn't submitted on Friday, 8/20, the due date. Cilento reached back out on Monday, 8/23 and finally heard back from Johnson who said their Grants Coordinator, who was the lead on the project, quit three weeks ago without any notice and it kind of got lost in the mix although the project was done. Johnson didn't realize about the 8/20 deadline. Cilento said she doesn't know where the disconnect was with the Town and Shepstone as they knew the deadline but Shepstone said he would forward the information to her. Ramie said the project is complete. We just need to wait for supporting documentation which is why it's not on the abstract this month, but we have next month if we have it by then still to make it in time for this fiscal year. This will be carried forward on the agenda to full Council.

**Land Use Complaint 2021-011: Tow Path Road, Lumberland:** Cilento said this complaint was forwarded by Hendrix. An NPS ranger took pictures of a patio that was constructed on the river. Cilento sent it to Lumberland Code Enforcement Officer (CEO) Charles Nystrom to see if he had any information. He replied back saying they don't regulate patios unless they are elevated or have retaining walls that would require some sort of railing for safety reasons. He said that DEC would be the best source to deal with any issues regarding the river. Cilento reached back to Hendrix on the issue. Hendrix said he's reached out to DEC and Army Corps of Engineers and is waiting to hear back.

**Land Use Complaint 2021-012: River's Edge Road, Damascus:** Cilento said NPS staff saw someone place an excavator and start clearing trees on River's Edge Road. She reached out to Ed Lagarenne, CEO at Damascus Township, and he relayed he didn't know anything about it. She also reached out to Keith Pierson at the Wayne Conservation District. She did hear back from Jamie Knecht, the Director from the Wayne Conservation District, who said Pierson was looking into it.

**FY 2022 TAGs and 9/14 Special Meeting:** Richardson the 2022 TAG Grant Meeting is 9/14 at 6:30 p.m. Cilento said despite all of our outreach and conversations we've received just one application from the Town of Tusten. It concerns implementation of the recently adopted 2021 Town Comprehensive Plan including multiple zoning law updates, appraisal of parking lot parcel, and engineering plans for parking lot, conservation easement legal fees. The Town is requesting \$15,000. Sullivan said she reached out to Town of Tusten Alternate Evan Padua because she may not be available to attend the special meeting. Cilento will notify the town to send a spokesperson for the application to that meeting.

**Other:** None.

**Public Comment:** None.

**Adjournment:** A Motion by Dean, seconded by Robinson, to adjourn the meeting at 7:18 p.m. was carried.

*Minutes prepared by Ashley Hall-Bagdonas, 8/28/2021*