



Upper Delaware Council

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UPPER DELAWARE COUNCIL MEETING MINUTES November 7th, 2019

The Upper Delaware Council held its monthly meeting on Thursday, November 7th, 2019 at the Council office in Narrowsburg, NY. Chairperson Roeder called the meeting to order at 7:02 p.m. and roll call followed.

In attendance: Town of Delaware- Harold G. Roeder, Jr., Town of Hancock- Fred Peckham, Town of Cohecton- Larry Richardson, Town of Tusten- Susan Sullivan, Town of Deerpark- David Dean, Town of Fremont- Jim Greier, Damascus Township- Jeff Dexter, Berlin Township- Alan Henry, Lackawaxen Township- Doug Case, Shohola Township- Roger Saumure, State of New York- Bill Rudge, Commonwealth of Pennsylvania- Tim Dugan. Staff in attendance: UDC Executive Director- Laurie Ramie, Resource Specialist- Pete Golod, Secretary- Ashley Hall-Bagdonas. Absent: Westfall Township- Michael Barth, Town of Lumberland- Nadia Rajs, Town of Highland- Andy Boyar, National Park Service- Kris Heister, Delaware River Basin Commission- Steve Tambini. Guests: Dan Paparella- Town of Tusten, Ginny Dudko- Town of Deerpark, Steve Adams- Damascus Township, Cheryl Korotky.

Approval of October 3rd Meeting Minutes: A motion Richardson seconded by Dean, to approve the October 3rd, 2019 meeting minutes was carried.

Public Comment on the Agenda: None.

Video Presentation: Sexual Harassment Prevention Training for UDC Representatives and Alternates: UDC representatives, alternates and staff watched a video presentation on Sexual Harassment Prevention Training featuring Roberta Reardon, New York State Labor Commissioner. The purpose of the training is to set forth what is and is not acceptable in the workplace. Sexual harassment is a form of sex discrimination and is unlawful under federal, state, (and where applicable) local law. It includes harassment on the basis of sex, sexual orientation, self-identified or perceived sex, gender expression, gender identity and the status of being transgender. Sexual Harassment includes unwelcome conduct, either of a sexual nature or which is directed at an individual because of that individual's sex when such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment even if the reporting individual is not the intended target of the sexual harassment, such conduct is made either explicitly or implicitly a term or condition of employment; or submission to or rejection of such conduct is used as the basis for employment decisions. There are two main types of sexual harassment. A hostile environment on the basis of sex may be created by any action previously described in addition to unwanted words, signs, jokes, pranks, intimidation, physical action or violence either of a sexual nature or not of a sexual nature but directed at an individual because of that individual's sex. Hostile environment sexual harassment includes: sexual or discriminatory displays or publications anywhere in the workplace displaying pictures, posters, calendars, graffiti, objects, promotional material, reading materials or other materials that are sexually demeaning or pornographic. This includes such sexual displays on workplace computers or cell phones and sharing such displays while in the workplace. This also includes: sexually oriented gestures, noises, remarks, jokes or comments about a person's sexuality or sexual experience; hostile actions taken against an individual because of that individual's sex such as rape, sexual battery, molestation or attempts to commit these assaults; physical acts of a sexual nature including, but not limited to, touching, pinching, patting, grabbing, kissing, hugging, brushing against another employee's body or poking another employee's body, interfering with, destroying or damaging a person's workstation, tools or equipment, or otherwise interfering with the individual's ability to perform the job; sabotaging a person's work, bullying, yelling or name calling.

Quid Pro Quo sexual harassment occurs when a person in authority trades, or tries to trade, job benefits for sexual favors. Quid Pro Quo is a legal term that means to trade. This type of harassment occurs between an employee and someone with authority, like a supervisor, who has the ability to grant or withhold job benefits. Quid Pro Quo sexual harassment includes offering or granting better working conditions or opportunities in exchange for a sexual relationship; threatening adverse work conditions like demotions, shift alterations, or work location alterations, or denial of opportunities if the sexual relationship is refused; using pressure, threats, or physical acts to force a sexual relationship; or retaliating for refusing to engage in a sexual relationship.

Sexual harassment can occur between any individuals, regardless of their sex or gender. New York law protects employees, unpaid interns, and non-employees who work in the workplace. The perpetrator of sexual harassment can be anyone in the workplace, a coworker, a supervisor or manager, any third party including a non-employee, intern, vendor, client, customer, etc. Sexual harassment can occur whenever and wherever employees are fulfilling their work responsibilities, including the field, at any employer-sponsored events, conferences, office parties, employee interactions during non-work hours such as at a hotel while traveling or events after work. These locations are considered extensions of the workplace. Employees can be the target of sexual harassment through calls, texts, emails and social media. Harassing behavior that in any way affects the work environment is rightly a concern of management. Sex stereotyping occurs when conduct or personality traits are considered inappropriate simply because they may not conform to other people's ideas or perceptions about how individuals of either sex should act or look. Harassing a person because that person does not conform to gender stereotypes is sexual harassment. Harassment because someone is performing a job that is usually or was previously performed mostly by persons of a different sex is sex discrimination.

Any employee engaged in "protected activity" is protected by law from being retaliated against because of that protected activity. Protected activities include making a complaint about harassment or suspected harassment, making a report of suspected harassment even if you are not the target, filing a formal complaint about harassment, opposing discrimination, assisting another employee who is complaining of harassment, providing information during an investigation, or testifying in connection with a complaint of harassment filed with a government agency or in court. Retaliation is any action to alter an employee's terms and conditions of employment because that individual engaged in protected activities such as a demotion, sudden change in work schedule, or work location because that individual engaged in any of the protected activities mentioned above. Such individuals should be expected to be free of any negative actions by supervisors, managers or the employer motivated by these protected activities. Retaliation can be any such adverse action taken by the employer against the employee that could have the effect of discouraging a reasonable worker from making a complaint about harassment or discrimination. The negative action need not be job related or occur in the workplace and may occur after the end of employment such as an unwarranted negative reference. A negative employment action is not retaliatory merely because it occurs after the employee engages in protected activity. Employees continue to be subject to all job requirements and disciplinary rules after having engaged in such activity.

Supervisors and managers are held to a high standard of behavior. This is because they are placed in a position of authority by the employer and must not abuse that authority. Their actions can create liability for the employer without the employer having any opportunity to correct the harassment. They are required to report any harassment reported to them or which they observe. They are responsible for any harassment or discrimination they should have known about with reasonable care and attention to the workplace for which they are responsible. They are expected to model appropriate behavior. Supervisors must report any harassment that they observe or know of, even if no one is objecting to it. Harassment must be promptly reported to the employer without exception even if the supervisor or manager thinks the conduct is trivial, even if the harassed individual asks that it not be reported. Supervisors and managers will be subject to discipline for failing to report suspected sexual harassment or otherwise knowingly allowing sexual harassment to continue. Supervisors and managers will also be subject to discipline for engaging in retaliation. We cannot stop harassment in the workplace unless management knows about the harassment. It is everyone's responsibility. You are encouraged to report harassment to a supervisor, manager or another person designated by employer to receive complaints as outlined in the Employer's Sexual Harassment Prevention Policy so the employer can take action. Behavior does not need to be a violation of law in order to be a violation of the policy. Your employer will provide you with a complaint form to report harassment and file complaints but if you are more comfortable reporting verbally or in another manner, your employer is still required to follow the Sexual Harassment Prevention Policy by investigating the claims. If you believe that you have been subjected to sexual

harassment you are encouraged to complete the complaint form and submit it to your employer as outlined in the Sexual Harassment Prevention Policy. You may also make reports verbally. Once you submit this form or otherwise report harassment your employer must follow its Sexual Harassment Policy and investigate any claims. You should report any behavior you experience or know about that is inappropriate, as described in this training, without worrying about whether or not it is unlawful harassment. Individuals who report or experience harassment should cooperate with management so a full and fair investigation can be conducted and any necessary corrective action can be taken. If you report harassment to a manager or supervisor and receive an inappropriate response such as being told "just ignore it", you may take your report to the next level as outline in your Employer's Policy under legal protections and external remedies. Finally, if you are not sure you want to pursue a complaint at the time of the potential harassment, document the incident to ensure it stays fresh in your mind. Anyone who witnesses or becomes aware of potential instances of sexual harassment should report it to a supervisor, manager or designee. It can be uncomfortable or scary but it is important to tell coworkers "that's not ok" when you are uncomfortable about harassment happening in front of you. It is unlawful for an employer to retaliate against you for reporting suspected sexual harassment or assisting in any investigation. Anyone who engages in sexual harassment or retaliation will be subject to remedial and/or disciplinary action up to and including termination. Your employer will investigate all reports of harassment whether reports of harassment were reported in verbal or written form. An investigation of any complaint should be commenced immediately and completed as soon as possible. The investigation will be kept confidential to the extent possible. Any employee may be required to cooperate as needed in an investigation of suspected sexual harassment. It is illegal for employees to participate in any investigation to be retaliated against. The employer will conduct an immediate review of the allegations, and take any interim actions as appropriate. Relevant documents, emails or phone records will be requested, preserved and obtained. Interviews will be conducted with parties involved and witnesses. The investigation will be documented as outlined in the Sexual Harassment Policy. The individual who complained and the individual(s) accused of sexual harassment are notified of final determination and that appropriate administrative action has been taken.

Employees may also choose to pursue outside legal remedies. A complaint alleging violation of the Human Rights Law may be filed either with NYS Division of Human Rights (DHR) or in NYS Supreme Court. Complaints may be filed with DHR any time within one year of the alleged sexual harassment. You do not need to have an attorney to file. If an individual did not file with DHR they can sue directly in State court under the Human Rights Law within three years of the alleged sexual harassment. An individual may not file with DHR if they have already filed a Human Rights Law complaint in State court. For more information visit www.DHR.ny.gov. An individual can file a complaint with the Equal Employment Opportunity Commission (EEOC) anytime within 300 days from the alleged sexual harassment. You do not need to have an attorney to file. A complaint must be filed with the EEOC before you can file in federal court. For more information visit www.EEOC.gov. If an individual files an administrative complaint with DHR, DHR will automatically file the complaint with the EEOC to preserve the right to proceed in Federal Court. Many localities enforce laws protecting individuals from sexual harassment and discrimination. Contact your county, city or town to find out if laws exist. Harassment may constitute a crime if it involves things like physical touching, coerced physical confinement or coerced sex acts. You should also contact the local police department. Workplace harassment can also be based on other things that is not just about gender or inappropriate behavior in the workplace. Any harassment or discrimination based on a protected characteristic is prohibited in the workplace and may lead to disciplinary action against the perpetrator. Protected characteristics include: age, race, creed, color, national origin, sexual orientation, military status, sex, disability, marital status, domestic violence victim status, gender identity and criminal history. After watching the video presentation all should be able to recognize harassment as inappropriate behavior, the nature of sexual harassment, that harassment because of any protected characteristic is prohibited, the reasons why workplace harassment is employment discrimination, that all harassment should be reported, and that Supervisors and managers have a special responsibility to report harassment. With this knowledge all employees can achieve appropriate workplace behavior, avoid disciplinary action, know their rights, and feel secure that they are entitled to and can work in an atmosphere of respect for all people. For additional information visit: ny.gov/programs/combating-sexual-harassment-workplace

UDC representatives, alternates and staff then watched a second interactive video presentation with examples and questions. Ramie asked all to sign the acknowledgment form and said she would supply the links to the video presentation to those who did not attend. Henry asked is it clear on the UDC policy who should be notified if sexual harassment occurs? Ramie said yes, there are three levels, it starts with the Supervisor, which would be the Executive Director, then the Chair of the Personnel Subcommittee, and then the Chair of the overall UDC.

Committee Reports: Committee reports were provided based on the meeting minutes. They were: Oct 22nd Project Review by Richardson, and Oct 22nd Operations by Roeder. The Oct 15th Water Use/Resource Management meeting was cancelled.

Status Reports

Delaware River Basin Commission: A Hydrological Storage report was provided in the meeting packets.

NYS Dept. of Environmental Conservation: Rudge wanted to clarify information in a 10/25 forwarded email titled "DEC Seeks Public Comments on Preliminary Proposed Changes to New York's List of Endangered and Threatened Species" with regards to a deadline coming on 11/10 for the administrative changes to Part 182, saying that may be of interest for comments. They don't have anything to do with the listing of specific species. Rudge said the other element that will garner a little more interest is NYS DEC proposals to list or delist certain species. In that case there is a 90-day comment period through 1/24/2020 on their proposal, which includes dropping the bald eagle from the State's threatened list.

DEC recently rehabilitated the eagle blind at the Mongaup Valley Wildlife Management Area in honor of DEC's recently passed away Regional Wildlife Biologist, Dr. Ted Kerpez. Rudge said it was a great event with a good turnout and Dr. Kerpez's wife and son were part of the ceremony as well as their new Regional Wildlife Manager, Nate Berner, and Rudge.

PA Department of Conservation & Natural Resources: Dugan said that Rhonda Manning, River Basin Commissions Water Program Specialist at Pennsylvania Department of Environment Protection, has stepped down in her role as PA's UDC alternate. Ramie said we were not informed about that. Dugan said it wasn't a decision necessarily by her; it was more by her department. She is going to be retiring sometime in early 2020. Dugan said there has been discussion of deferring that position to only DCNR and he will work on that. In the meantime, this is not established yet by the Governor or the Department head, but Dugan has a colleague, Christine Dettore, the Regional Grants Administrator in the Northeast, who has offered to come to meetings if he is unavailable. Dugan said he would send Ramie the correspondence he received regarding Manning stepping down in her role as UDC alternate.

The Governor's Office and the DCNR continue to advocate for Restore PA, an initiative that the Governor's Office is pushing to improve and revitalize infrastructure programs in our facilities throughout the Commonwealth. Dugan said that would be from Marcellus or subsurface gas taxes. There's a fair amount of advertising and media events coming out for Restore PA.

Dugan said it is hunting season in PA as well as NY. Archery bear season is open until 11/9. Whitetail deer archery season statewide is open until 11/16. Turkey season is open now. Small games are also open with some pheasant stocking occurring. For the last couple years PA has instituted a pheasant tag as an additional tag people must purchase. Grouse seasons remain at their shortened timeframe so the season post-Christmas is shut down to help try to restore the population numbers.

Tuesday was just Election Day; Dugan did not collect all the numbers but he knows in Pike County all of the Commissioners stayed the same. There is a nomination period that is open for the Pennsylvania Trail of the Year until 11/8. There is also a nomination period for Pennsylvania River of the Year until 11/15. DCNR grant announcements are being slowly released from the Governor's Department Office. They are still waiting to hear about some local grants to fund acquisitions, trails, recreation, conservation, and improvement projects. Peckham asked if Chronic Wasting Disease (CWD) applies to both PA and NY? Rudge said yes, on 9/5 Rudge reported on the changes to NYS DEC regulations from CWD and handout was provided in that meeting packet. Dugan provided information about CWD in his status report on CWD on 11/1/18 (including a handout), and other meetings. Rudge said there was one case of CWD in Western NY which was successfully eradicated. It was traced to a facility that was raising captive deer and they imported a deer that likely had it. Dugan said PA has not eradicated CWD and has many more examples. There are multiple Disease Management Areas (DMA) mostly located in central and southcentral PA and have been expanding over the last three seasons. In those areas there is a lot of advocacy and

public messaging going out from the Game Commission and partner groups. The PA Hunters Book has information on CWD on the opening page along with other deer related diseases. Game Commission also has white boxes out that are testing stations especially in the DMAs where hunters bag the deer head and put contact information on it and it goes in for testing.

Adams asked if there is any new information with the Spotted Lanternfly (SLF)? Dugan said it continues to spread. It's mostly been monitored federally. USDA had a lot of technicians out as well as Department of Agriculture. They were monitoring up into the Poconos this year township by township to try to determine the farthest spread. No maps have been updated as far as Dugan is aware. Peckham asked how close SLF has gotten? Dugan said it was in Monroe County two years ago and got as close to I-84. Rudge said he can report there was a positive detection just outside of Port Jervis and several agencies are investigating that to determine the extent.

Roeder said it seems that there used to be a lot more grouse and asked what would cause that? Dugan said he thinks it's a long conversation but he will condense it. It's habitat loss and new diseases. Dugan said when PA Game Commission reduced the season most of that was based upon West Nile Virus having an impact on pullets. They found that late season when a lot of grouse hunters enjoy the December-January season, the birds that make it to that point are highly likely to breed so you are basically killing off your breeders. They worked with Ruffed Grouse Society and had an open conversation. The Society did say they would give it a few years to see what the data provides.

National Park Service-Upper Delaware: Ramie was asked to share that the NPS nationally has a new River Access Planning Guide which is a document to provide a process for planning river access with the recreation users in mind. It was published in partnership with a whole bunch of conservation groups including American Whitewater River Management Society, The Bureau of Land Management, U.S. Fish and Wildlife and the NPS. It can be found online at: www.river-management.org/river-access-planning-guide. The guide is a resource for planners, river managers and users as they design new river access sites, improve existing access or integrate river access into larger infrastructure projects. Dudko said it's unusual to have no representation from the NPS isn't it? Ramie said Superintendent Heister is on leave this week and had planned on attending but the weather deterred her. She said we were expecting Claster originally but she and Golod were at a meeting this morning and Heister had told Claster that she planned to give her the night off.

UDC Executive Director's Report: Ramie said on 10/28 she submitted the 12.5% budget package to the NPS that also included the narrative report, the work plan and the SF-424 forms that all conform to the \$37,500 to carry UDC through to 11/21. Ramie received an auto response from the contracting officer from the Northeast Region saying he is on travel until through 11/12. Ramie said this is the sole person assigned to the UDC Cooperative Agreement. In his automatic reply he listed an alternate contact and Ramie asked what the implication of Patrick Reidy's travel is on the UDC's ability to have this processed? That contact said don't worry, Reidy has access to his computer with intermittent email and if he was not able to look at it someone else on their team would. Ramie hasn't had an update since then except that the local NPS Acting Administrative Officer, Michelle Blockberger, did acknowledge that Ramie had sent the documents. They also have to submit paperwork associated with that Cooperative Agreement. Ramie said we're on Modification 13, in order to get the release of the \$37,500. Right now we're waiting for it to be approved and when it is it will be added to UDC's Federal online account and she will be able to draw down the October expenses. Ramie said what will happen after this Continuing Resolution expires on the 21st, nobody knows because that takes congressional action and the President to determine. Ramie has heard it will probably be another extension in which case we will have to wait for what percentage that involves and then ask for that.

This past weekend was busy. Ramie had activities on both days. Saturday was a bus tour of the D&H canal from the Roebling Bridge to Port Jervis. Ramie is the secretary of the D&H Transportation Council so she was helping with that as a volunteer. There were 32 participants which was kind of unfortunate because there are 44 seats on the bus they were hoping to fill, but the event was well-received. They parked at the Highland access and the first stop was under the Roebling Bridge and then the Corwin Farm to look at the Canal remnants. NPS Interpretive Ranger Tim Oset gave talks at both places. They also stopped at the Mongaup access and went on one side of the road to look at remnants. Cliff Robinson Jr., the president of D&H Canal, is an amateur historian and is extremely well-versed. He had the group traipsing through the woods and he has walked just about every inch of 108 miles of the canal route. He knows where the intact stone walls remain, where there are feeder dams, etc. There were four stops on the way to

Port Jervis where the group had lunch at Foundry 42. On the way back they stopped at the Mongaup again on the other side of the road then watched a video on the bus with historic narrative of Chapter III of the D&H Canal Company history and legacy, covering Roebling Bridge to Port Jervis. At the last D&H quarterly meeting Ramie bought 5 copies of the DVD figuring speculatively that some members of UDC may want to own a copy. The first chapter was on the Gravity Railroad, the second was on the section of the canal from Carbondale to Honesdale, then there will be two more in the series. The next will be Port Jervis to Spring Glen and the last will be wholly in Ulster County and the Kingston area. The cost of the DVDs is \$7 wholesale and \$10 retail.

On Sunday Ramie represented the UDC at the 40th Anniversary dinner for the National Canoe Safety Patrol (NCSP) held at Woodloch Springs. The event was well attended. Chris Nielsen, who was the founder of NCSP was there, at age 94. He was an advisory member on UDC's Water/Use Resource Management Committee for the time we had advisory members. Ramie said he was also very involved with the Delaware River Sojourn. Nielsen told a story at the Anniversary dinner that he taught John Hutzky how to paddle when he came here as the first NPS Superintendent. Nielsen presented a new award in his name to Bill Walters. Ramie took photos for the UDC newsletter. Mike Reuber from the NPS was there and he was honored as well. The NPS was represented by Kevin Reish and Susie Kasper who gave out awards based on service to all 70 members of NCSP. It's a great organization and any accolades they get, they well deserve. Today was the Chamber of the Northern Poconos Legislative luncheon which Ramie attended at Settlers Inn. The event was also extremely well-attended. The panel had three Pennsylvania state representatives attending: Jonathan Fritz, Mike Peifer, and Rosemary Brown. Senator Baker had a conflict. They also had a representative from the Governor's office, Thomas Caffrey. They took pre-asked questions. All of the Wayne and Pike County Commissioners were there and Dr. April Niver from Congressman Cartwright's office represented him.

Ramie is working on the Fall/Winter issue. It's due to the printer on 11/20 but when you take out holidays and weekends she has about a week of business days to finish it. Ramie referenced the calendar in the meeting packet and noted that the office is closed on 11/11 for Veteran's Day. For our Records Management Project, tomorrow morning a crew is coming here to install the custom shelving for our record system. UDC had paid for that out of 2019 funds. Our consultants Kerry and Kathy from K Sickler Murphy Records Management Consultants will start their inventorying of records on 11/18. Staff will be working alongside them when needed. On 11/14 the Scenic Wild Delaware River Geotourism Stewardship Council is meeting at the Narrowsburg Union from 9:30-2 including continental breakfast and lunch. Anyone is welcome to attend that meeting. Some of the topics include new staff with the Scenic Wild Delaware River, discussion about their programs, and giving an update on the National Parks Conservation Association which is behind the Scenic Wild Delaware River effort. They will also have a presentation on the Federal funding projects that were recently announced through the Delaware River Basin Restoration Act. Ramie said if anyone is interested in attending please let her know so she can pass that along to Sharon Davis. Ahead of this month's Project Review committee meeting, the Project Review Guide is truly in its last stages. There will be one more staff meeting by UDC and NPS to review the changes that have been made. They have decided there does not need to be a Special Meeting for this. It will be incorporated into the regular meeting on 11/26. On 11/26 we are switching the order of the Project Review and Operations Committees with Operations coming first at 6:30 and Project Review following. This is to accommodate Dick Eckersley, CPA to give the Annual Audit Report since he will be leaving for holiday travels after his report. In terms of upcoming presentations UDC has an empty slot for 12/5 if anybody has ideas. In January, we will have Peter Eschbach, who is the Public Affairs Director for the Delaware River Basin Commission, to discuss the new interactive campaign called "Our Shared Waters". Paparella said next Wednesday 11/13 there is the Wayne and Pike Trails and Waterways Alliance meeting at the White Mills Fire Hall at 7 p.m. to discuss the results of their feasibility study on the trail that goes along the Lackawaxen River.

Old Business

PA Grant Opportunity Update: Ramie provided an update on where we are with the Township applications. We had asked for these to be in by 11/1, which was semi-successful. We received three applications out of five. Initially, Westfall indicated that they couldn't think of any projects and they were willing to take a pass. Ramie implored them to consider their community needs and since then, they have come up with a paving project at their Township building. Lackawaxen Township had questions about their idea which involves a project that has already been completed and asked if it could be reimbursement funding. This grant wasn't set up like that but Ramie did reach out

to UDC's contact from the Department of Community and Economic Development and asked her. She asked many questions in return and the bottom line is when we submit the application nothing is a guarantee, of course. UDC will need to describe these projects appropriately and make sure they meet the criteria, which are fairly open. She did say they are likely to start the contract on 7/1/19 because that coincides with PA's fiscal year. That means any services rendered could date back to 7/1. Ramie said that reimbursement is therefore an option. Those same rules apply to the UDC for its projects if we had anything we were looking to reallocate. Originally what UDC discussed was each of the five Townships could have approximately \$15,000 to work with for a total of \$75,000. Then UDC needs to fund the Government Project Audit which is an absolute requirement of the Grant. That fee is \$7,000. That leaves \$18,000 for UDC to decide on a project to do. Ramie provided a handout summarizing the proposals to date. She said they all exceed \$15,000 which is fine and the money may be allocated optionally. Ramie thanked Adams for compiling a comprehensive application with multiple projects, including photos and full budgets. She also acknowledged Cathy Hunt from Berlin Township for including a thorough description of each multiple project. Shohola Township's proposal was a one-page application with an estimate for a roof replacement and she has a few additional questions for them. In the same way that 11/1 was an arbitrary deadline Ramie has set a new deadline of 11/15 for the other two Townships. Ramie said the UDC needs to think more about what we are doing with this because the projects that they have submitted seem to have a lot of merit and there may be a decision to fund one project more than another. Westfall Township's expected project is \$12,000 so they are under that threshold UDC set. In terms of UDC's project, there have been a smattering of ideas mentioned but nothing has been too definitive yet. Ramie did find out that equipment purchases are allowed and Henry suggested that we take advantage of that to look at what is needed for our facility. Staff has desktop computers that are running on Windows 7, Ramie thinks that staff should have mobile abilities with laptop computers like NPS has with the most modern software to take work home when needed. Staff also discussed getting a pulldown screen and a stand for the projector. Ramie said she can see UDC doing a mixture of a study and equipment. There was discussion about contracting with a planner. The question is, what do we want them to do? UDC has talked about an economic study, also a supplement and a training rollout for the Project Review Guide. We will have the same 11/15 deadline to come up with specifics to accompany the handout she previously provided of project ideas. Henry said when can the Townships expect to get an answer on the projects once the application is submitted? Ramie said the turnaround time is 4-6 weeks after the application's been submitted. Peckham asked with the administrative responsibility the UDC is taking on is there a monetary value? Ramie said we're not asking for any administrative fees but UDC is including the audit cost within the budget for the grant. We didn't want to take away from the projects. Dugan said just to clarify, once the money is released it would be for the next fiscal year? Ramie said no, it's open-ended. It's a special grant program opened for the UDC courtesy of Representative Fritz and UDC will submit an end date on the contract by which we will be certain we can get everything done including the Township projects. It doesn't have to follow the fiscal year. It could extend two to three years.

Railroad Emergency Response Guide Update: Ramie provided notes from the 10/29 meeting with Central New York Railroad in the meeting packet. The focus was to get the Railroad Emergency Response Guide updated and to her surprise the NPS said they are submitting for Federal funding for a project that would be a more comprehensive guide. NPS suggested including the Railroad information in there as an appendix. Ramie felt that Central New York Railroad was in agreement to fund the guide update as a modest, more immediate goal and turned into more than she expected it to be. Once people heard that there could be Federal funding available to hire a coordinator or contractor for this project many people said let's do that. A follow-up meeting date has yet to be set. A lot of it depends on the fate of the NPS funding application and Chief Ranger Keith Winslow is the lead contact on that. Winslow was submitting a pre-proposal by 11/15 then the full application must be submitted in December.

Sullivan County Cell Service Expansion Response: Ramie said UDC sent a letter to Sullivan County on 10/10 remarking on the fact that they are co-locating Verizon antennas on towers that they have in the Towns of Fremont and Delaware. The Council asked what about the Town of Lumberland as they have a tower there and the service is needed. Ramie received a response from Rick Sauer, Commissioner of Public Safety of Sullivan County, saying they agree with us but it is a business decision by Verizon which Rajsz has said is a similar response she has received. Sullivan said she gets news from Representative Delgado's office and he's working on this as well. One of the things mentioned in his report to constituents was that the mapping is inaccurate sometimes. The map may say everyone has coverage when in reality we do not. She's not sure how they are trying to address this issue and it may be worthwhile to follow-up with his office. She said she will forward the office a copy.

Other: Henry said Diana Davis from Eckersley & Ostrowski, LLP called him wanting to do an interview relative to her audit. She asked if he had noticed any fraud, corruption, any other financial improprieties. He said he didn't notice anything or hear of anything. Ramie said that happens every year. She also questioned Golod and Ramie. That's standard protocol for their audit.

New Business

Appoint a Nominating Committee for UDC 2020 Officers: Roeder appointed the following individuals to serve on the Nominating Committee to develop a slate of UDC officers for the calendar year 2020: Al Henry (Berlin Township), Jeff Dexter (Damascus Township) and Susan Sullivan (Town of Tusten). The Nominating Committee will issue its report at the December UDC meeting, with the election taking place at the January 2020 meeting.

Draft Letter to the Editor of The River Reporter: The draft letter to the Editor was included in the meeting packet as well as the 10/10 article it references, headlined "Highland blames UDC staff for poor communications". The Project Review Committee vetted this letter in advance. The substance of the letter is that it was not accurately depicting the information as well as being balanced in terms of asking the UDC for a response. Motion by Henry to approve the letter seconded by Peckham carried with an abstention by Richardson and an opposition by Greier.

Town of Highland 2019 Zoning Law Substantial Conformance Recommendation: Ramie said what *The River Reporter* article talked about is the report UDC provided to the Town of Highland with our suggested changes to bring the 2019 code into conformance. It was referred back to Project Review and the committee did not get into the substance of their assertions because of discussing instead their feeling that the article was unfair. Ramie said she doesn't know if the committee is ready to make a recommendation to the full Council of the next step. There was a request to keep it on the agenda. Roeder said he's spent a lot of years at UDC and he's never found any Town or Township out of conformance. However, in this case it seems that it could go on for forever and UDC has given it eight months. UDC was presented with the draft in January. Roeder said we asked several times for a meeting and we need to follow procedure. He said if it goes to NPS hopefully the Town will meet with them and maybe they will review all the documents with them. Saumure said we have to make a decision and move on. Richardson said it very disappointing for someone who has been on the UDC for a long time to come to this conclusion but when you talk about give-and-take, there is no give-and-take. They made their position very clear that they are not going to do anything with this zoning at this time and UDC needs to move forward. A Motion by Henry to send a letter to the National Park Service with a recommendation that the Town of Highland is not in Substantial Conformance with Highland Zoning Law 2019 seconded by Saumure carried with an abstention by Dexter.

Damascus Township Joint Comprehensive Plan Substantial Conformance Recommendation: Golod said back in February the Project Review Committee had gone through the Damascus Township East Central Wayne County Comprehensive Plan Update that occurred in January 2019. UDC voted to approve a recommendation to the NPS for substantial conformance pending no changes were made to the draft document. In June the Town Supervisors had approved the document and UDC was waiting for the hardcopy publication. Golod received it last month from Dexter. Golod reviewed it and found no changes made and if anything they only strengthened the draft by adding more information regarding the river corridor. Golod met with the NPS last week and collaboratively reviewed it and the NPS agreed with Golod's findings. The letter offers a recommendation of substantial conformance to NPS. A Motion by Richardson seconded by Greier to approve the letter regarding the Damascus Township Joint Comprehensive Plan carried.

Other: Ramie provided in the meeting packet an email from Jeff Skelding, the Executive Director of Friends of the Upper Delaware River. They have asked if UDC would be interested in signing on to a letter directed to Governor Cuomo to seek funding in the NYS budget through the Environmental Protection Fund for the Delaware River for various projects. It was mentioned earlier in committee reports that Ramie had attended an 10/9 meeting in Liberty at Senator Metzger's office to discuss this subject. They met as a group first to go over action items and then with the Senator who pledged her support to try to shepherd this along. She will be supplemented in her efforts by Assemblywoman Gunther, Assemblyman Crouch, and Senator Akshar. This letter is laying out the strategy to fund this program through the Environmental Protection Fund. The New York League of Conservation Voters has a method they have identified where funding can come from with no net increase which they believe would have a

chance in succeeding. Ramie is participating in these meetings to network and find contacts in the Governor's office. This vote would be the UDC agreeing to send this letter. Sullivan asked if the outcome of this was favorable would there be a way UDC could apply to the New York State Environmental Protection Fund for money? Ramie said it's possible, UDC is open to any sort of avenue. The RMP laid out a whole strategy of where state funding would come from and some of those programs are outdated at this point. Rudge said the Environmental Protection Fund (EPF) is not a grant program in and of itself. It funds grant programs. It's money that the Governor proposes to the legislature that he include in the State budget. The EPF is funded from a real estate transfer tax. When the economy is good and people are buying and selling property there's a lot of money in the EPF and the Governor can be fairly generous. The Governor is now likely in the final stages of preparing the 2021 budget including what he asks for in the EPF. Ramie said she would like UDC to be part of that. A Motion by Richardson seconded by Sullivan to sign-on to the partnership letter carried with abstentions by Rudge and Peckham.

Public Comment: None.

Adjournment: A motion by Dean, seconded by Sullivan, to adjourn the meeting at 9:12 p.m. was carried.

Minutes prepared by Ashley Hall-Bagdonas 11-20-19