

Corrected  
Upper Delaware Council  
**PROJECT REVIEW COMMITTEE**  
**SPECIAL MEETING**  
**Sept. 9, 2014**

Committee Members Present: Larry Richardson, Fred Peckham, George Fluhr, Nadia Rajszyk, Harold Roeder, Jr., David Dean, Jeffrey Dexter, Debra Conway  
Staff: Laurie Ramie, Cindy Odell, Travis O'Dell  
Guests: Renee Ozomek, Shaun Sensiba, Frank Schwarz, Tess McBeath, Jane Luchsinger, Carol Wingert, Jim McElroy, Al Henry, Heather Jacksy, Laura Moran, Nicole Slevin

The UDC's Project Review Committee held a special meeting on Tuesday, September 9, 2014 at the Council office in Narrowsburg, NY. The purpose of the special meeting was to interview applicants for the Fiscal Year 2015 Technical Assistance Grants Program, rank projects and recommend funding levels.

**TAG Applicant Interviews**

The committee received thirteen grant applications totaling \$49,438.00. Each applicant presented their grant project description and answered questions. The applicants included:

*-Town of Highland-* Renee Ozomek, Assessor, said the soil maps they are requesting funding for would be received from Sullivan County's Office of Real Property Tax Services. The maps will have parcel boundary lines superimposed over soil maps from the United States Department of Agriculture's Soil Survey of Sullivan County. The maps will be available to the various town boards (Town, Planning and Zoning), the Assessor and the Code Enforcement Officer. Ozomek noted that soil maps will prove to be useful in making determinations regarding land use and provided some examples of the uses. Ozomek said the town is also requesting funding to update the Town's zoning Map to include an overlay of the River Corridor. The most important use of this will be to identify specific parcels that are inside the designated River Corridor. T. O'Dell asked if the maps would be available in a digital format. Ozomek said yes. Amount requested, \$542.00.

*-Town of Highland-* Renee Ozomek, Assessor, said the town is requesting funding to update and improve the town's website so that it facilitates access to information for all residents and site visitors, and to expand the scope of information available. For example, the River Management Plan would be added to the site. In addition, verifying that all Town codes, zoning, rules and regulations are on the website and in updated form. Complementary to the website is the development of a written social media policy as the website, Facebook and other electronic media represent an important tool in communicating with residents in time of emergency, general power outage, loss of phone service and the like. The social media policy will specify how postings will be monitored, reviewed and approved and to further set forth policies and standards for their use. Amount requested, \$1,500.00

*-Town of Fremont-* Shaun Sensiba, Basket Historical Society Treasurer, said the Society is dedicated to disseminating and encouraging a greater knowledge of the history of the State of New York and particularly of Basket Creek in the counties of Delaware and Sullivan. Three times annually, "The Echo" newsletter is published and mailed to their membership list of approximately 250 members in an effort to preserve the history of the area. The Society is seeking funding to publish and mail their publication for one year. Ramie asked if this project has the endorsement of the Town Board. Sensiba said the project does have the support of Supervisor George Conklin. Amount requested, \$1,134.00.

*-Town of Lumberland-* Frank Schwarz, Grants Coordinator, said they are seeking funding to create topographic maps for the Town of Lumberland. The town will request maps from Sullivan County Office of Real Property Tax Services. The maps will have parcel boundaries drawn over the topographical map from the United States Geological Survey. Copies of the maps will be available to all applicable town departments. The Town is also seeking funding to purchase Integrated Property System Complaint Tracking Software for the Code Enforcement Office. The software will provide a precise system for feedback to the town official that is entrusted to enforce the codes; will provide immediate feedback to the parcel and property owner; and help to retain the pristine nature within the River Valley. Amount requested, \$2,800.00.

*-Town of Delaware-* Tess McBeath, Town Clerk and Tax Collector, said the town would like to codify their local laws and ordinances. Codification is a process whereby all of the local laws are collected, organized, numbered and stylized, forming an easy-to-read, easy-to-access document. McBeath explained that the Town of Delaware has five types of districts located in the Upper Delaware Scenic & Recreational River corridor alone; each having different land use regulations which require substantial conformance with the River Management Plan. A Town Code will make information more readily and easily available to Town officials and the public. Richardson questioned what the finished project by August 2015 would be as McBeath has explained this would be a two part project. She said a manuscript will be completed which will organize their legislation into a logical system. Amount requested, \$6,670.00.

*-Damascus Township -* Jeff Dexter, Township Supervisor & UDC Representative, said the Township seeks funding to revise the Damascus Township Communications Ordinance to include revisions covering new developments in wireless communication technology, specifically the distributed antenna systems. Permitting for construction is granted by the PA Utilities Commission, however, the Township can specify conditions to minimize the visual impact of this equipment near residences. Amount requested, \$2,500.00.

*-Town of Tusten -* Jane Luchsinger, Town Councilwoman, said the Town's proposed project is for a pilot study to determine the feasibility of bus transportation directly from Manhattan to the Upper Delaware River Corridor. The study will include one round-trip on Friday evening emanating from Manhattan and one round-trip on Sunday afternoon. The bus will come directly to the Upper Delaware River corridor via Route 97 with stops in Lumberland, Highland, Tusten, and Main Street in Callicoon. The proposed service will run from mid-May to mid-October. Funding will be used as a subsidy to cover the expense of running a round-trip bus as the service gains ridership and becomes a self sustaining service. \$2,000 of the requested funding is for publicity to promote the service, Luchsinger added. Amount requested, \$13,010.00.

*-Town of Tusten-* Jane Luchsinger, Town Councilwoman, said the Town seeks funding to create topographic maps for the Town of Tusten. The Assessor will request maps from the Sullivan County Office of Real Property Tax Services. The maps will have parcel boundary line and river corridor boundaries superimposed over a topographic map from the United States Geologic Survey. The maps will be available to various Town departments. Paper and digital format maps will be requested. Amount requested, \$552.00.

*-Shohola Township-* George Fluhr, Township UDC Representative, said the Township's proposed project will professionally design and print out kiosk panels which will summarize for the public, significant items in the history of Shohola. The panels will be placed in the rapidly developing Rohman Park which is now highly used by both residents and visitors to the area who during leisure time in the park will be provided with information regarding some of the unique historic background of the township and Upper Delaware area. Long-range plans for the further development of Rohman Park include the placement of kiosks which will explain to visitors items including Shohola Glen, the switchback railroad, the Peary caboose, baseball related history in Shohola, local lumbering, and the Township's schools (including the Municipal building, once a school, which will celebrate its 100<sup>th</sup> anniversary in 1916). Amount requested, \$3,900.00.

*-Town of Fremont-* Jim McElroy, Fremont Code Enforcement Officer, said the Town's proposed project is the purchase, installation and training of new building and code enforcement software. The purpose of this software is to create a more efficient and up to date management system to track several key areas in the building and code enforcement office. A primary goal of this new software is to provide the building and code enforcement office quick and accurate data at all times to properties and property changes within the municipality. Amount requested, \$4,018.00.

*-Berlin Township-* Al Henry, Township UDC Representative, said the Township is requesting funding for the preparation and publication of "Standard Technical Specifications & Requirements for the Construction of Sanitary Sewers and Appurtenances". In addition, they seek funding for the printing of a small number of the "Sign Ordinance" manuals once the ordinance has been completed and for the printing of the subdivision ordinance for distribution to surveyors, developers, etc. Amount requested, \$2,312.00.

*-Sullivan County-* Heather Jacksy, Sullivan County Associate Planner, introduced Nicole Slevin, Chair of the Delaware Highlands Conservancy Eagle Committee. Slevin stated that Sullivan County Planning Department plans to contract with the Delaware Highlands Conservancy for an eagle nest monitoring and education initiative and is seeking funding for this. The expected results of the project would be a coordinated GIS map that identifies the existing eagle nests and roost and feeding areas that cover the

Upper Delaware watershed. At present, each state maintains their own maps. Also a plan to sustain/update the mapping annually; interpretive and educational materials about nesting eagles and habitat needs; a data collection program that will provide the nest data required by the agencies that are responsible for the eagles' success; and a public nest watch program that will provide nest watching opportunities in a safe and unobtrusive manner (contingent on identification of suitable nests) would be done. Conway questioned if this project has the support of the Sullivan County Legislature. Jacksy told her yes, there was a resolution that was passed in support. Henry questioned the availability to the maps that would be generated. Slevin told him that any nests that may be identified on private property would not be made public. She added that a big part of this project is educating the public. Amount requested, \$6,000.00.

-*Sullivan County*- Heather Jacksy, Sullivan County Associate Planner, said that the overall CONFLUENCE project is to develop self-guided, place-based audio tours centered on the people, places and stories of the Upper Delaware River watershed. The CONFLUENCE project serves three purposes: 1) to foster pride of place; 2) to introduce visitors to the rich cultural traditions of our region; and 3) to help make arts/cultural/heritage tourism a keystone of our region's economic development. The portion of the overall CONFLUENCE project for which Sullivan County is seeking funding will be for the collection and curating of stories from two Sullivan County river communities and the addition of them to the website that is currently being developed using separate grant funds. Written transcripts will be completed and archived in the communities. Amount requested, \$4,500.00.

Following the interviews, the committee went through the process of ranking each project and applying a monetary value based on the overall budget (\$30,000.00) the Council had available for this grant program. Rajsz recommended that any mapping projects receive full funding as it had been decided that those projects would receive priority funding. After substantial discussion of the remaining projects, the following projects and grant awards (total \$28,928.00) will be recommended to the full Council for approval at its October 2<sup>nd</sup> meeting based on a motion by Rajsz, seconded by Roeder and carried with Dean voting nay and Peckham abstaining:

- Town of Highland – Create Soil Maps and add River Corridor overlay to Zoning Map, \$542.00
- Town of Highland – Update and Improve Town's Website, \$1,500.00
- Town of Fremont – Print/Distribute "The Echo" Publication of the Basket Historical Society, \$1,134.00
- Town of Lumberland – Create Topographic Maps and Purchase Code Enforcement Software, \$2,800.00
- Town of Delaware - Codify Local Laws and Ordinances, \$6,670.00
- Damascus Township – Revise Township Communications Ordinance, \$2,500.00
- Town of Tusten – Bus Transportation Feasibility Study, \$0.00
- Town of Tusten – Create Topographic Maps, \$552.00
- Shohola Township – Produce History Related Kiosks Panels, \$3,900.00
- Town of Fremont – Purchase Code Enforcement Software, \$4,018.00
- Berlin Township – Publish Sanitary Sewer Manual and Print Sign and Subdivision Ordinances, \$2,312.00
- Sullivan County – Eagle Education Initiative Only, \$3,000.00
- Sullivan County– Develop self-guided, place-based audio tours, \$0.00

### **Other Business**

**Public Comment:** None

A motion was made by Roeder, seconded by Rajsz to adjourn the special Project Review Committee meeting at 9:00 p.m.

*Minutes submitted by Cindy Odell, 9/15/14*