

ECONOMIC DEVELOPMENT & PLANNING TOURISM/AGRICULTURE LEGISLATIVE COMMITTEE MEETING October 8, 2024

ATTENDEES:

Legislators: Barb Roberts, Keith Flesher, Ron Ciotoli, Dennis Mullen

Staff: Brittany Woodburn, Linda Sampson, Ellen Pratt, Cathy Haskell, Jackson Bailey, Peter DeWind

Guests: Wendy Walsh, District Manager, Soil & Water Conservation District

Committee Chair Barb Roberts called the meeting to order at 1:00 P.M.

ECONOMIC DEVELOPMENT & PLANNING (ED&P): Agenda and attachments previously emailed.

I. MINUTES

- A. Approval of minutes from September 3, 2024 - Committee Chair Roberts, asked for approval of the minutes from the September 3, 2024, committee meeting. Legislator Flesher made a motion to accept the minutes from the September 3, 2024, meeting, seconded by Legislator Ciotoli. All were in favor.

Ms. Woodburn reported the following:

II. FINANCIAL

- A. 2024 Budget
1. Economic Development
 - Year-to-Date Budget is tracking.
 2. Planning
 - Year-to-Date Budget is tracking.
 3. Sustainability Management
 - Year-to-Date Budget is tracking.

III. OLD BUSINESS/NEW BUSINESS

- A. Reports
1. Tioga County Tourism – Monthly report was in the committee packet.
 2. Cornell Cooperative Extension – Monthly report was in the committee packet.
 3. Tioga County Soil & Water Conservation District- Wendy Walsh, District Manager, monthly report emailed previously. Ms. Walsh reviewed her monthly report

highlighting, Agriculture Program, Hazard Mitigation, Stormwater, Stream Program, Education and Outreach.

Not in the monthly report, Ms. Walsh reported the need to replace a District Board member who is stepping down because of health reasons. Deb Standinger is willing to fill the position.

4. Economic Development – In keeping with staff reporting Ms. Woodburn introduced Dr. Ellen Pratt, Sustainability Manager. Dr. Pratt reported working on the following:
 - Working with CCE and Tioga County Tourism to hold a Pumpkin Smash Event after Halloween to keep these materials out of the landfill. CCE offered to hold the event at their farm. We will have to enter into a MOU; resolution listed below.
 - Continue to work on Reducing Waste Education & Outreach focusing on educational videos.
 - Completed NYSERDA grant for electric landscaping equipment. We were awarded \$15,000 instead of the initial \$10,000. Resolution listed below to accept the funds and modify the budget.
 - Town of Nichols is having their cleanup on October 11th & 12th.
 - Finished and submitted the updated Local Solid Waste Management Plan to NYSDEC.
 - The Backyard Compost Bin and the Borrow-a-Bin programs are still going strong.
 - Worked on an agreement between Broome County and Tioga County for the household hazardous waste program; a 2-year contract. Resolution listed below.
 - Application filed for Sustainability Management position. Resolution listed below.
 - Still working out the details for a partnership between Casella and the County to collect electronic waste at the Owego Transfer Station. A draft agreement is with Mr. DeWind, the County Attorney.

B. Grants

1. Active Grants – See attached EDP Grant Tracking spreadsheet. Ms. Woodburn highlighted:
 - a. EPA Communitywide Assessment Program – Grant funds available to do a county-wide assessment to evaluate brown fields; vacant and abandon properties such as reclaimed mines and vacant gas stations. This assessment opens up the opportunity for additional funds through the program to help evaluate and remediate sites and bring them back into productive reuse. Resolution listed below to apply for \$500,000.00 to hire a consultant to complete the assessment. No match is required.
 - b. NYSERDA Fleet Inventory – Dr. Pratt already spoke about.
 - c. CDBG Microenterprise Program – Funding awarded in the amount of \$212,500.00. Resolution listed below to accept the funds and modify the budget.
 - d. Restore NY Round 8 – Funding awarded in the amount of \$165,000.00 for rehabilitation of 81 North Avenue. Resolution listed below to accept the funds and modify the budget.
 - e. ARC Infrastructure Investment & Jobs Act (IIJA)/Area Development – Owego Apalachin Central School District (OACSD) is applying for funds to rehabilitate

their maintenance building to have a satellite campus for BT BOCES. This application was ranked high with the Southern Tier 8 Board and will move forward with the full ARC application request for \$1M.

- f. Empire State Development's (ESD) Planning & Feasibility Studies Grant Program – The Village of Newark Valley has submitted an application for this grant program to develop their Downtown Economic Development Strategic Plan. Ms. Jardine assisted and provided technical assistance. Ms. Woodburn asked the committee if a resolution is required. The committee agreed that a resolution is necessary. A resolution will be submitted immediately following this meeting. Not on the agenda, Ms. Woodburn reported the Neighborhood Depot is nearing completion. The \$3M grant funds have been expended. Once they are moved in, the next step is to demolish the Rural Ministries Building. A resolution is listed below for a second public hearing to be held, October 24, 2024. This public hearing is required by the CDBG Program to receive feedback on how we have administered the funding.

C. Economic/Community Development

1. Village of Owego DRI – 10 active projects ongoing. Six of the ten projects are in the process of closing out. Two more projects may be closed out in the first quarter of 2025 and the last two are progressing slowly, possible completion in the summer of 2025.
2. Village of Waverly NY Forward – One project has dropped out, New Image Fitness, and we are working with the State to reallocate those funds.
 - a. Met with 4 of the 5 individual project sponsors.
 - b. Assisting project sponsors with SEQR and SHPO processes.
 - c. Small Business Fund - \$200,000 – The Department of State has reached out to see if the ED&P Team would consider managing these funds for the Village of Waverly because it is similar to the Multi-site DRI projects ED&P is presently managing. They may allow us funds to hire a consultant. This is in the discussion stages now.
3. Pro-Housing Communities
 - a. Town of Berkshire, Town of Richford, Town of Newark Valley, Village of Owego and Village of Nichols certification applications are in process.
 - b. Village of Newark Valley – Certification pending and may be the first fully certified pro-housing community in Tioga County. This opens them up to grant funding that other municipalities can't get if they are not in the program.
4. Foundation Coalition
 - a. Mr. Lanning continues to meet with the Community Foundation for the Twin Tiers and Tioga Downs Foundation.
 - b. Mr. Lanning met with Open Door Mission and Kim Myers (Locker Room 345) to develop Vic's Closet program idea. The Hooker Foundation is willing to fund the program, however a local non-profit to host the program and manage the grant is necessary.

D. Land Bank

1. Land Bank Initiative (LBI) Phase 1, Year 3 – The Land Bank applied for and was awarded additional operational funding in the amount of \$100,000.00; giving the Land Bank ability to take on more projects.
2. Vacant Rental Improvement Program- The Land Bank is considering this program the State just launched; allowing funding to subgrant to property owners to rehab residential units.
3. 81 North Avenue, Owego – Brick repointing and roof replacement begins this month.
4. 121 Providence Street, Waverly – Interior asbestos abatement; this project is moving forward.

E. Workforce Development

1. Business Leads Fellowship Program
 - a. Mr. Lanning attended final graduation sessions in Chicago.
2. Talent Supply Table – All Talent Supply groups went on a tour of iM3NY.
3. GIS Work-Based Learning Experiences map – Mr. Lanning is working with Mr. Goodrich in IT on this map. It will be a good tool for the students, school districts, parents and BOCES for available work-based learning opportunities, such as job-shadowing, internship and speakers at the schools. Ms. Woodburn will share this with the committee once completed.
4. Events for school districts – Mr. Lanning is helping to coordinate the following:
 - a. Lockheed Martin Women in Engineering event
 - b. Manufacturing Day – A resolution will be coming next month to exceed the Tioga County Food and Beverage Policy for this event, in the amount not to exceed \$2,000.00. This will be fully reimbursed by the ARC funds.

F. Planning

1. 239 Reviews – Ms. Jardine prepared the following 239 Reviews for the Planning Board Meeting:
 - a. County Case 2024-023: Town of Newark Valley, Solar Energy Special Use Permit and Site Plan Review, Tioga CSG 1, LLC/New Energy Equity/Tappan Trust – Applicant plans to construct and operate a 2.54 MW/AC solar facility on 18 acres of non-active farmland on Whig Street; recommended approval – TCPB voted to recommend approval.
 - b. County Case 2024-024: Town of Owego, Special Use Permit, Alexopoulos – The residential applicant plans to elevate the side portion of his property at the corner of Marshland and Wicks Road with fill to make accessing the house easier. Staff advised that the County Planning Board recommend disapproval of the special use permit with conditions, but the County Planning Board moved to recommend approval and could not carry the vote, resulting in a non-action.
 - c. County Case 2024-025NA: Village of Waverly, Site Plan Review, Jan's Bubble Tea – Applicant plans to establish and operate a small business in an existing commercial building in good shape and with plenty of parking on Cayuta Ave. TCPB Chair turned this case back to the Village of Waverly Planning Board without TCPB recommendation due to lack of intermunicipal or countywide impacts.

- d. County Case 2024-026: Village of Waverly, Site Plan Review, Tom's Hardware – Applicant plans to expand his current hardware business to existing buildings located at 515 Chemung Street for a hardware and industrial sales showroom; recommended approval with conditions – TCPB voted to recommend approval.
- e. County Case 2024-027: Village of Waverly, Site Plan Review, VM 561 Broad St, LLC – Applicant plans to establish and operate a new dollar store business in the existing building located at 561 Broad Street which was previously the Salvation Army Thrift Store; recommended approval with conditions – TCPB voted to recommend approval.
- f. County Case 2024-028NA: Village of Owego, Special Use Permit, Waterman Conservation Education Center – Applicant plans to construct a wooden overlook deck with interpretive signage at Brick Pond. TCPB Chair turned this case back to the Village of Owego Planning Board and Zoning Board of Appeals without TCPB recommendation due to lack of intermunicipal or countywide impacts.

2. North Tioga Agricultural District 8-Year Review – Ms. Jardine sent out 560 letters to farm operators and other agricultural landowners in the North Tioga Agricultural District.

G. Sustainability Management – Dr. Pratt reported on earlier:

- 1. Pumpkin Smash Event
- 2. NYSEDA Clean Energy Communities Program Grant Award - \$15,000
- 3. Town of Nichols Cleanup - October 11th & 12th
- 4. Local Solid Waste Management Plan – Submitted to NYSDEC
- 5. 2024 YTD

a. Paid to Broome County	2024	2023
i. HHW=	\$7,978.65	\$12,925.50
ii. E-Waste=	\$1,827.35	\$6,000.05
b. Towns/County(EWaste)=	\$1,831.75	\$679.68

H. IDA

1. Southern Tier Clean Tech Study – Newmark, the consultant hired for this study, has completed their evaluation in each county to rank and select sites for future potential industrial development. A draft spreadsheet of Tioga County and the GIS database of the study results has been received. The ED&P Team is reviewing the information. It was found that we have very limited land available for industrial development with access to highways, utilities, out of the floodplain and zoned appropriately. Ms. Woodburn will share this information with the committee once it is finalized.

IV. PERSONNEL

A. Economic Development Specialist position – Resolution listed below to fill our vacant Economic Development Specialist position. Ms. Sara Zubalsky-Peer is currently the Director of Housing at Tioga Opportunities and has experience with CDBG, grant writing and grant management. Her experience could possibility lead her to the position of County Planning Director upon Ms. Jardine's retirement. Start date November 4, 2024.

Not on the agenda, Mr. Bailey, County Administrator, distributed the Strategic Plan Project Owner Status Report, Project Owner: Economic Development & Planning Department, October 2024 Update. Ms. Woodburn reviewed the report pointing out what was completed, in progress, or on hold.

Legislator Roberts mentioned this was a living document and that once a project is completed, another goal could be added.

Mr. Jackson added the next update will be in January 2025 and could lead to a revision of goals for 2025.

V. RESOLUTIONS

- J10-Appointment Member (K Frisbie) to Ag and Farmland Protection Board
- J11-Authorize EPA Brownfield Communitywide Assessment Grant Application
- J19-Accept NYS CDBG Microenterprise Grant Award and Modify EDP Budget
- J20-Accept NYS Restore NY Grant Award and Modify EDP Budget
- J34-Authorize Appointment of FT Economic Development Specialist (Zubalsky-Peer)
- J37-Accept NYSERDA Clean Energy Grant Award and Modify Sustainability Budget
- J38-Filing of an Application for DEC Municipal Waste Reduction and Recycling (MWRR) Program
- J39-Agreement with Broome County for HHW
- J41-Set Public Hearing for Neighborhood Depot CDBG Grant Funds
- J54-Authorizing Legislative Chair Signature on Memo of Understanding with Tioga Co Cornell Cooperative Extension

After reviewing the above resolutions, Ms. Woodburn asked this committee for support to move the resolutions forward. The vote to support the above resolutions follows:

- Legislator Roberts - yes
- Legislator Mullen – yes
- Legislator Ciotoli – yes
- Legislator Flesher - yes

VI. PROCLAMATIONS - N/A

VII. ADJOURNMENT

With no further topics of discussion or questions, the meeting was adjourned at 1:50 P.M.

Respectfully Submitted,
Linda Sampson
Administrative Assistant Economic Development & Planning