

ECONOMIC DEVELOPMENT & PLANNING TOURISM/AGRICULTURE LEGISLATIVE COMMITTEE MEETING January 7, 2025

ATTENDEES:

Legislators: Barb Roberts, Keith Flesher, Ron Ciotoli, Dennis Mullen, Marte Sauerbrey, Ray Bunce

Staff: Brittany Woodburn, Linda Sampson, Sara Zubalsky-Peer, Cathy Haskell, Jackson Bailey, Peter DeWind

Guests: Wendy Walsh, Tioga County Soil and Water

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 December 3, 2024 – There was a correction made after the first draft was completed and sent. Committee Chair Barb Roberts asked for approval of the minutes with the correction from the December 3, 2024 committee meeting. Legislator Ciotoli made a motion to accept the minutes from the December 3, 2024 meeting, seconded by Legislator Flesher. All were in favor.

Ms. Woodburn reported the following:

II. FINANCIAL

- A. 2025 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 previously emailed and is in the committee packet.

2. Tioga County Cornell Cooperative Extension – Monthly report previously emailed and is in the committee packet.
3. Tioga County Soil and Water Conservation District – Monthly report previously emailed and is in the committee packet. Wendy Walsh, District Manager, was present and reviewed her monthly report, highlighting the Agricultural Program, Hazard Mitigation, Stormwater, Stream program, and several projects being worked on.

Ms. Walsh reported working on an emergency action plan for the two high hazard dams in the Town of Spencer. The plan will need to be signed off by all parties involved as well as the County. Ms. Walsh also reported she has drone footage of various projects and will show them the next time she presents to this committee.

4. Economic Development – In keeping with staff reporting Ms. Woodburn introduced Sara Zubalsky-Peer, Economic Development Specialist, adding that Ms. Zubalsky-Peer has taken over the Land Bank activities. Ms. Zubalsky-Peer reported working on the following projects:
 - 81 North Avenue, Owego – A general contractor for the interior renovation has been selected and work has begun. Demolition on the third floor should begin soon. Estimated completion date is in April.
 - 121 Providence Street, Waverly – Interior asbestos abatement completed, the home is completely gutted. An RFP will be sent seeking a private developer to purchase the property and complete the rehab.
 - 103 Liberty- This is the school district project; students are doing the renovations. This project is ongoing.
 - 247 Main Street – The current private developer has backed out of this project. The Land Bank is going to include this project in the Land Bank Initiative (LBI) Funding Application.
 - LBI Open Round – Application prepared and approved by the Board due February 7, 2025. Received approval for extension of phase II funds to June 1, 2025.
 - 62-64 North Ave. – NY Main Street grant agreement signed for rehabilitation of the residential apartments upstairs.
 - 32 Lyman Ave – Rehab to be complete by first week of January and will go back on tax rolls.
 - 10 Watson Ave – Project is complete; received inspections and will be going back on tax rolls.
 - Participating in the Temporary Housing Study
 - Annual Report – Complete and has been approved by the Board and posted on the website.
 - Working on the annual audit.

B. Grants

1. Active Grants – See attached EDP Grant Tracking spreadsheet. Ms. Woodburn highlighted the following:
 - a. NY Main Street – 62-64 North Avenue, Owego, rehabilitation awarded to the Land Bank \$438,316.00; no resolution necessary.

- b. CDBG Microenterprise – RFP sent seeking proposals for a consultant for administrative services was due January 6th. Will be seeking guidance from Mr. DeWind, County Attorney, before making a selection for a consultant.
- c. Snowmobile Grant – Checks will be mailed to the snowmobile clubs this week.
- d. Restore NY River House Confectionery and Mercantile (Fuddy Duddy's) – Awaiting final finance package from lender; another meeting set up this month.

C. Economic/Community Development

- 1. Strategic Plan Quarterly Update – Ms. Woodburn reviewed the status report that was in the committee packet. There were no questions.
- 2. Village of Owego DRI – 5 active projects ongoing.
 - a. 62-64 North Ave. is nearing completion.
 - b. Ti-Ahwaga is in the final phase of the project; electrical work needs to be completed.
- 3. Village of Waverly NY Forward
 - a. Assisting project sponsors with ESD, SEQR and SHPO processes. There have been meetings coordinated to keep projects on track.

Ms. Woodburn reported that Stars and Stripes dropped out of the program, however Howe's Fitness Center on Broad Street may be moving forward. Funding may have to be redirected. Also waiting for contracts from the Department of State for Village specific projects.
- 4. Foundation Coalition
 - a. Annual Meeting with foundations was held to discuss funding priorities. A panel discussion will be held in January with the non-profits at the new Neighborhood Depot facility.
- 5. Restore NY Village of Newark Valley – Technical assistance provided to property owners in the Village of Newark Valley; architect selected to get the project started.

D. Land Bank

Ms. Zubalsky-Peer spoke about the following projects earlier:

- 1. 81 North Avenue, Owego – contractor for interior work selected, demolition work began 12/30.
- 2. 121 Providence Street, Waverly – Interior asbestos abatement completed.
- 3. LBI Open Round – application prepared and approved by the Board, due 2/7.
- 4. 32 Lyman Ave – rehab to be complete by first week of January.
- 5. 10 Watson Ave – release of lien after missing inspections.

E. Workforce Development

- 1. Talent Supply Table Program Coordinator Committee Meeting set up for site visit to Elderwood.
- 2. Meeting with Northern Tioga Chamber – Newark Valley Career Panel Circuit event being planned. Register deadline is next week.

F. Planning

1. 239 Reviews – There were no 239 Reviews this month.
2. North Tioga Agricultural District 8-Year Review – Ms. Jardine has been working with GIS to organize and process the online survey data collected; developed existing and new parcel list.
3. Gathered, compiled and formatted various demographic, socio-economic, and housing data to start an updated housing needs assessment.
4. Ms. Jardine is facilitating communications between Village of Owego officials and NYS DOT regarding the Village of Owego's wastewater treatment plant access road culvert condition and emergency access needs.
5. NYS Department of Agriculture & Markets Land Trusts Outreach Program – The committee has performed the required GIS inventory of viable agricultural land and screening of farm operators to participate in upcoming AFT workshops.

G. Sustainability Management

1. Dr. Pratt attended the Southern Tier Clean Energy Communities meeting and presented Tioga County's accomplishments through this program.
2. Dr. Pratt met with NYSDEC on final changes needed for the local Solid Waste Management Plan; will submit final plan by January 24th.
3. NYPA EV Charging Stations – Construction has started in the Village of Owego lot.
4. Casella Contract – E-Waste Program – Still waiting for the contract; there are insurance issues.
5. 2024 YTD

a. Paid to Broome County	2024	2023
i. HHW=	\$9,266.55	\$12,925.50
ii. E-Waste=	\$1,994.65	\$6,000.05
b. Towns/County(EWaste)=	\$2,628.50	\$679.68

H. IDA

1. Equipment Lease Program – TCIDA Loan Committee reviewed. Mr. Meagher is still reviewing the final documentation.
2. Lounsberry Engineering Study – HUNT Engineering held a kickoff meeting in December. There is a follow-up meeting this afternoon to discuss next steps.
3. Richford Railroad Study – This project is complete and will be paying Larson Design Group to close the grant. The next step will be looking for potential funding sources to move forward with the improvement project.

Ms. Woodburn reported the IDA is completing their audit and year end close out.

IV. RESOLUTIONS – There were no resolutions presented.

V. ADJOURNMENT

With no further topics of discussion or questions, the meeting was adjourned at 1:35 P.M.

Respectfully Submitted,

Linda Sampson

Administrative Assistant Economic Development & Planning