

## ECONOMIC DEVELOPMENT & PLANNING TOURISM/AGRICULTURE LEGISLATIVE COMMITTEE MEETING March 4, 2025

### ATTENDEES:

**Legislators:** Ron Ciotoli, Keith Flesher, Dennis Mullen, Marte Sauerbrey

**Staff:** Brittany Woodburn, Linda Sampson, Sean Lanning, Cathy Haskell, Jackson Bailey

**Guests:** Becca Maffei, Tourism Director

Legislator Jake Brown was not in attendance.

Committee Chair Ron Ciotoli, 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 February 4, 2025 –Committee Chair Ron Ciotoli asked for approval of the minutes from the February 4, 2025, committee meeting. Legislator Flesher made a motion to accept the minutes from the February 4, 2025, meeting, seconded by Legislator Mullen. 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. Economic Development and Planning – In keeping with staff reporting Ms. Woodburn introduced Sean Lanning, Community Development Specialist. Mr. Lanning reported on the projects he is working on.

### Workforce Development/Talent Supply Table

- Continue to work on 3 Talent Supply Table committees.
- District 214 from Chicago, a leader in career learning in high school education, presented at the February Superintendents group meeting.
- Tours of iM3NY, Elderwood
- Completed 2024-2025 Education Workforce Reports.
- Worked with Mr. Goodrich on a GIS map showing businesses and what they offer; easily navigated by schools. The feedback has been good.
- Collaborated with SUNY Broome on Manufacturing Day; 30 students in attendance, as well as four school districts, three Tioga County businesses.
- Assisted Lockheed Martin with Engineering Events.
- Participated in a Career Panel with Northern Tioga Chamber of Commerce; 44 students attended.
- Connected Newark Valley Special Education Department with Open Door Mission; special needs students in OPWDD.
- Assisting with the Twin Tiers Regional Job Fair coming up on March 25<sup>th</sup> in Waverly.
- OA CTE/BT BOCES Satellite Campus - waiting for funding.
- Completed the Business Leads Fellowship Program and the Talent Pipeline Management Program.
- Completed I4A Training.

### Community Development

- Snowmobile grant audit in January was completed.
  - Met with Mr. Becker, USDA, to discuss REAP Board appointments. Current president is stepping down; working on making sure REAP funds are available.
  - Working on CDBG Public Facilities Grant with Catholic Charities for mobile food truck; awarded \$240,000.00+.
  - Created a document listing all Tioga County Foundations and their grant requirements.
  - Participated in a panel discussion with 7 of the 9 Foundations; 36 people were in attendance.
  - Working with Open Door Mission and Floyd Hooker Foundation to get a program started where Floyd Hooker Foundation would provide funds for necessary items for students in need.
  - Met with Coburn Free Library to discuss HVAC Project. They submitted a grant application to the State for a construction project. A meeting was set up to discuss who might be interested in assisting with funding for the project.
2. Tioga County Tourism – Monthly report previously emailed and is in the committee packet. Becca Maffei, Tourism Director, was in attendance and reviewed her report highlighting the financial challenges with I Love NY indicating the program is changing and there is the possibility that it may go away in 2026. Ms. Maffei reported applying for a USDA Grant, if approved the funds will be available in July and will help fill in the gaps for 2025. Ms. Maffei pointed out that the board is in support of finding ways to be sustainable financially in the future without relying on I

Love NY funds, adding that It's something we must be aware of. Two projects that need work this year are the Travel Guide and updating the website.

Ms. Maffei distributed the new Tioga County Agricultural Resource Group (ARG) brochure, noting that work is being done to increase the visibility of ARG. What can be done for farmers and what resources are available. A lot of organizations work on this committee.

Ms. Maffei put the drafted travel guide on the screen in the conference room as well as many pictures and videos that she has on file for use on social media, websites and/or projects. Ms. Maffei hopes to have the travel guide complete and printed, ready to distribute for the spring tourism season.

3. Cornell Cooperative Extension (CCE) – Monthly report previously emailed and is in the committee packet.
4. Tioga County Soil & Water Conservation District – No report this month.

#### B. Grants

1. Active Grants – See attached EDP Grant Tracking spreadsheet. Ms. Woodburn highlighted the following:
  - a. CDBG Public Facilities Catholic Charities – Environmental Review. Mr. Lanning spoke about this earlier, however there is a resolution listed below that states that we have to designate the project as a Type II SEQR action so no further environmental review is needed. The resolution also designates Legislative Chair Sauerbrey as the Certifying Officer.

Ms. Woodburn mentioned that Catholic Charities has asked for a progress payment when the truck is ordered, and then a final reimbursement payment once the truck is delivered. Ms. Woodburn is working with the County Attorney, Mr. DeWind, on this because the risk is the possibility the truck is never delivered. Ms. Woodburn explained further that depending on who Catholic Charities orders the truck from, they most likely have to put 50% down themselves. This payment would get submitted to the State for reimbursement. When the truck is delivered, they pay the balance up front and submit for reimbursement. Ms. Woodburn added that CDBG is a pass-through program so Catholic Charities can't apply themselves, a municipality has to apply. Catholic Charities will enter into a contract with the person they are purchasing the equipment from. The County will not have any legal obligation. In conversation with Mr. DeWind, one idea was that Catholic Charities can get an insurance policy.

Ms. Woodburn will keep the committee informed.

- b. CDBG Microenterprise – Application launched to help small businesses and is due March 27<sup>th</sup>. Thoma is helping get the word out, we are putting it out on

social media, and ads are being placed. A zoom information session will be held for businesses. The application is on the ED&P website.

- c. Town of Berkshire – ARC READY Local Government Program – Ms. Jardine helped them write this grant which they were awarded \$50,000.00. These funds are for a Master Park Plan for George W. Smith Park and for the purchase of equipment for the Town. Ms. Woodburn asked if the committee wanted a resolution for providing technical assistance. The committee agreed they wanted a resolution for this. An RFP is already in place, the state has to review the RFP and the Town will send it out. Proposals from engineering firms to complete the plan will be received.

### C. Economic/Community Development

- 1. Village of Owego DRI – 5 active projects ongoing. Ms. Woodburn had before and after photos for these projects and displayed them on the screen in the conference room.
  - a. 130 Temple Street, Owego – This project is complete. A \$800,000.00 project, \$150,000.00 in DRI funds were administered to convert commercial space into 6 new market-rate apartments for adults 55 years of age and older.
- 2. Restore NY Village of Newark Valley
  - a. Architect selected – Moving forward with this project.
  - b. Environmental RFP in process – Reviewing proposals received.
- 4. Best Bev facility tour – ED&P staff went on the tour. Closing out a sales tax exemption program with them.
- 5. USDA / REAP meeting- Mr. Lanning spoke about this earlier, but Ms. Woodburn added that Tioga County is one of four REAP Zones in the United States, so we get special set-aside funding through the Rural Business Development Grant Program. As long as the federal funds are there, we are somewhat guaranteed to get the funds that Ms. Maffei applied for. There is a Community Facilities Program that Towns can use these funds to purchase equipment and building improvements. There is a water/wastewater program we might use for a possible project for the Town of Spencer.
- 6. Coburn Free Library – HVAC project – Mr. Lanning spoke about this earlier.

- D. Land Bank - Ms. Woodburn reported that when the program started in 2017, we initially did a lot of demolition, now we are working more with the rehabilitation side of the program. There are nine Board of Directors appointed by the Legislature. They meet on a bi-monthly basis. Ms. Zubalsky-Peer took over this work a few months ago. On an annual basis the Land Bank pays \$25,000.00 to the County. An Administrative Agreement is in place for admin support.

Below are projects the Land Bank is working on:

- 1. 81 North Avenue, Owego – A mixed use building purchased has sat vacant for 17 or 18 years. There was a pigeon infestation that has been cleaned up. Ms. Woodburn showed photos on the screen of this project in progress. Contractors are working on electric, plumbing, and sheetrock is going up next week. The front

façade will begin when the weather breaks. There will be two apartments, and a commercial space.

2. 32 Lyman Ave, Waverly – This project is complete; before and after photos were displayed. This project was a partnership with Southern Tier Enterprise Group, a subsidiary of Tioga Opportunities. This property has been listed for sale for \$189,000.00.
3. Two more rehabs the Land Bank is working on: 247 Main Street, Owego and 121 Providence Street, Waverly. Site visits are scheduled with L2 Engineering to determine how to move forward.
4. LBI Open Round – Land Bank just submitted an application for \$1.8 million for rehabilitation and demolition projects. We have just found out we can use these funds for new construction and are going to try to pair these funds with a home buyer program for Temple and Liberty Streets for single family homes.

#### E. Workforce Development

1. Talent Supply Table Program Coordinator Meeting – Elderwood Tour. Mr. Lanning reported on earlier.
2. Local Career Panel event at Newark Valley High School - Mr. Lanning reported on earlier.
3. Broome-Tioga Workforce Investment Board – Ms. Woodburn noted that Ms. Abbott is not going to renew her term on this board and recommended Amy Foster, the Human Resource Director at TOI; resolution listed below.

#### F. Planning

1. 239 Reviews –
  - a. 2025-005: Village of Owego, Site Plan Review, Area Variance and Floodplain Elevation, Allen Investments – Applicant wishes to construct a 475 square foot addition to the rear of their existing 1,600 square foot business structure at 460 East Front Street to add two new offices. This location is within FEMA's regulated floodplain; therefore, the addition must be elevated to two feet above Base Flood Elevation. Staff advised the County Planning Board to recommend approval of the site plan review, area variance and floodplain elevation and the County Planning Board voted unanimously to recommend approval.
2. TCIDA Strong Road – RFQ sent out to local engineering firms for cost estimate for infrastructure extension of water and sewer to the site for a future housing development. Two quotes in, expecting a few more.
3. Annual Agricultural District Inclusion and 2025 North Tioga Agricultural District 8-Year Review Modifications; resolutions listed below. Additionally, there is a resolution to urge NYS to fund State-Mandated Agricultural District 8-Year reviews.

#### G. Sustainability Management

1. NYPA EV Charging Stations – Construction is progressing.
2. Received 3 out of the 4 Private Haulers permit applications and fees.
3. GreenSheen Paint Collection Event is planned for Saturday, May 10<sup>th</sup>.
4. 2024 YTD – Numbers for 2025 won't be available until May or June.

|                          |            |             |
|--------------------------|------------|-------------|
| 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)= | \$2,261.20 | \$679.68    |

#### H. IDA

1. FAST NY Shovel Ready Program – The State is pushing this funding. Looking at new sites in the Lounsberry area to consider studying. Empire State Development is going to come out to look at the sites with us.

**IV. PERSONNEL** – Ms. Woodburn distributed the requested 2025 Remote Work Schedule for ED&P staff and reported all staff members have filled out the necessary forms. Five staff members will only work from home as needed, which is not very often, two staff members have two set days and one staff member has one set day.

#### **V. RESOLUTIONS**

C06-Urge NYS to Fund State-Mandated Agricultural District 8-Year Reviews Under AGM Article 25AA

C07-Authorize 2025 Request for Inclusion of Land in Agricultural Districts

C08-Authorize 2025 North Tioga Agricultural District 8-Year Review Modifications

C10-Appoint Member (AFoster) to the Broome-Tioga Workforce Development Board

C11-Authorize Legislative Chair Signature on RESTORE NY Co-Development Agreement Between TCPDC and County

C19-NYS CDBG Public Facilities SEQRA Type II

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 Ciotoli – yes

Legislator Mullen – yes

Legislator Flesher – yes

#### **VI. PROCLAMATIONS - N/A**

#### **VII. ADJOURNMENT**

With no further topics of discussion or questions, the meeting was adjourned at 2:20 P.M.

Respectfully Submitted,

Linda Sampson

Administrative Assistant Economic Development & Planning

**EDP Grant Tracking Spreadsheet - Tioga County  
Mar-25**

|    | Applicant    | Grant Source   | Purpose   | Status                | Requested       | Resource | Technical Assistance |
|----|--------------|--|---|-----------------------|-----------------|----------|----------------------|
| 1  | Tioga County | CDBG Public Facilities – Racker Neighborhood Depot                           | New construction of Neighborhood Depot Non Profit Hub   | Closeout in process   | \$ 3,000,000.00 | NA       | NA                   |
| 2  | Tioga County | ESD Restore NY Round VI – River House Confectionery and Mercantile           | Rehabilitation of 178-180 Front Street, Owego   | Awarded - in process  | \$ 1,800,000.00 | NA       | NA                   |
| 3  | Tioga County | ESD Restore NY Round VII – Tioga Trails                                      | Rehabilitation of 48-50 Lake Street, Owego  | Awarded - in process  | \$ 1,000,000.00 | NA       | NA                   |
| 4  | Tioga County | NYS Snowmobile   | Snowmobile grant program for 5 clubs in Tioga County  | Awarded - in process  | TBD             | NA       | NA                   |
| 5  | Tioga County | NYPA – EV charging stations  | To establish 2 - Fast Charging EV Hubs in Tioga County  | Awarded - in process  | \$ 2,000,000.00 | NA       | NA                   |
| 6  | Tioga County | Municipal Waste Reduction and Recycling & Household Hazardous Waste Programs | Allows for Tioga County to maintain a Sustainability Manager to expand and implement waste reduction strategies within the County. Allows the County to have a safe and economic method for the proper disposal of household hazardous waste. | Awarded - in process  | \$ 56,774.88    | NA       | NA                   |
| 7  | Tioga County | ESD Restore NY Round VIII, Tioga County                                      | Rehabilitation of 81 North Ave in the Village of Owego  | Awarded - in process  | \$ 165,000.00   | NA       | NA                   |
| 8  | Tioga County | CDBG Microenterprise program   | Provide funding for small businesses with five or less employees.   | Awarded - in process  | \$ 212,500.00   | NA       | NA                   |
| 9  | Tioga County | NY SWIMS   | Funding to support V. Owego public pool.  | Awarded - in process  | \$ 24,938.00    | NA       | NA                   |
| 10 | Tioga County | NYSERDA Fleet Inventory  | Electric landscaping equipment and LED light fixtures.  | Awarded - in process  | \$ 15,000.00    | NA       | NA                   |
| 11 | Tioga County | CDBG Public Facilities – Catholic Charities                                  | Mobile food truck to establish life skills café, community kitchen, and food rescue programs.   | Awarded - in process  | \$ 243,533.00   | NA       | NA                   |
| 11 | Tioga County | EPA Brownfield Assessment Grant  | Assessment grant to provide funding for brownfield inventories, planning, environmental assessments and community outreach  | Application submitted | \$ 500,000.00   | NA       | NA                   |

**EDP Grant Tracking Spreadsheet - Outside Agencies  
Mar-25**

|    | Applicant                | Grant Source   | Purpose  | Status                | Requested       | Resource | Technical Assistance |
|----|--------------------------|--|--|-----------------------|-----------------|----------|----------------------|
| 1  | Village of Newark Valley | ESD Restore NY Round VIII  | Rehabilitation of 10 and 14-16 Whig Street, NV                                       | Awarded - in process  | \$ 732,420.00   |          | X                    |
| 2  | OACSD                    | Congressionally Directed Spending                                | Build out of former maintenance building for BT BOCES / Owego Apalachin CTE programs | Application submitted | \$ 1,000,000.00 | X        |                      |
| 3  | OACSD                    | ARC Infrastructure Investment & Jobs Act (IIJA)/Area Development | Build out of former maintenance building for BT BOCES / Owego Apalachin CTE programs | Application submitted | \$ 1,000,000.00 |          | X                    |
| 4  | Town of Berkshire        | ARC READY Local Government Program                               | Master park plan for George W. Smith park  | Awarded - in process  | \$ 50,000.00    |          | X                    |
| 5  | Town of Berkshire        | USDA Community Facilities  | Equipment Purchases (mower, tractor, excavator)                                      | Application submitted | \$ 311,210.00   | X        |                      |
| 6  | Tioga Hardwoods          | ESD Small Manufacturers Modernization Grant                      | Equipment purchases/upgrades   | Application submitted | \$ 112,240.00   | X        |                      |
| 7  | Tioga County IDA         | USDA RBDG  | Lounsberry Engineering Plan  | Awarded - in process  | \$ 90,000.00    |          | X                    |
| 8  | Tioga County IDA         | USDA RBDG  | Equipment Lease Program  | Awarded - in process  | \$ 99,000.00    |          | X                    |
| 9  | Village of Newark Valley | ESD Planning and Feasibility Studies Program                     | Downtown strategic plan  | Application submitted | \$ 22,500.00    |          | X                    |
| 10 | TCPDC                    | NY Main Street   | 62-64 North Avenue, Owego rehabilitation   | Awarded - in process  | \$ 438,316.00   |          | X                    |
| 11 | TCPDC                    | Land Bank Initiative (LBI) Phase 1, Year 3                       | Operational costs  | Awarded - in process  | \$ 200,000.00   |          | X                    |
| 12 | TCPDC                    | Land Bank Initiative (LBI) Phase 2                               | Demolition and rehabilitation projects   | Awarded - in process  | \$ 900,000.00   |          | X                    |
| 13 | TCPDC                    | Land Bank Initiative (LBI) Open Round                            | Demolition and rehabilitation projects   | Application submitted | \$ 1,823,100.00 |          | X                    |