



## Sullivan County Parks, Agriculture and Sustainability Policy Committee

January 17, 2019 AGENDA  
11:30 AM

Committee Members:

Catherine Owens, Chair Nadia Rajs, Vice-Chair Mark McCarthy Terri Ward Scott Samuelson

### **Call to Order**

### **Comments:**

### **Reports:**

1. Office of Sustainable Energy - Heather Brown
2. Parks and Recreation - Brian Scardefield
3. Agriculture Report - Melinda Meddaugh

### **Resolution:**

1. **To execute a Master Cost Recovery Agreement with NYPA.**
2. **To approve the coordination and funding of a Countywide Roadside Litter Pluck event.**

### **Public Comment**

### **Adjourn**



**Sullivan County Office of Sustainable Energy**  
**SULLIVAN COUNTY GOVERNMENT CENTER**  
 PO BOX 5012  
 AddressCity, AddressState, AddressPostal

Sullivan County Office of Sustainable Energy Monthly Report for December 2018

*County Operations*

- OSE and Public Works met with one local business to discuss the potential single use carry out bag legislation. To date we have received feedback only from one business. Letters have been distributed to the Chamber of Commerce, more than 3 dozen individual large retail businesses, town supervisors and village mayors. Staff will meet prior to the next committee meeting in February to present final recommendations to the Committee for consideration by the full Legislature.
- Final contracts were received from NYSERDA for the Clean Energy Communities grant for execution by the County. They were signed and returned.
- NYPA has requested that the County execute a Master Cost Recovery Agreement (MCRA) which will cover all energy improvement projects undertaken by the County and NYPA moving forward. The agreement does not commit the County to any expenditures but lays out the common framework for future projects. A resolution is being presented for consideration.
- Data and maps have been compiled and forwarded to NYPA for use in our upcoming street light conversion project.
- The third quarterly report for the DEC Zero Emissions Vehicle grant (Charging Stations) has been submitted. The weather was not cooperative during the latter half of 2018 and we are hoping installation will occur in the early spring of 2019.

*Outreach*

- OSE gave a presentation to the Sullivan County IDA on Community Choice Aggregation (CCA) and potential synergies with the community solar developments underway in

Sullivan County under the auspices of the SC IDA Solar UTEP. OSE will be providing targeted education and outreach to towns and villages that may wish to participate in CCA. We will also work with the IDA to bring on a consultant to assist municipalities in the establishment of a CCA through a competitive procurement process.

- SolSmart training has commenced. At this time it appears that Sullivan County has already positioned itself to become Bronze Certified (prior to the training). We will be looking into the possibility of becoming silver or gold certified.
- The NYSAC Climate Resiliency Committee will be meeting on January 28<sup>th</sup> and the Coordinator plans to be in attendance to represent Sullivan County.



## Sullivan County Parks, Recreation & Beautification

SULLIVAN COUNTY GOVERNMENT CENTER

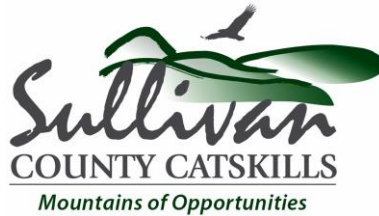
100 NORTH STREET

PO BOX 5012

AddressCity, AddressState, AddressPostal

### January 2019 Monthly Report

- v The park maintenance staff are continuing to clear brush along the canal area at the D&H Interpretive Center to enhance the viewing of the canal and Lock area.
  
- v I have been working on setting up the annual 2019 Litter Pluck program. We would like to offer the litter pluck from April 20<sup>th</sup> - May 31<sup>st</sup>. A resolution has been submitted.
  
- v The Sullivan County Historical Society hosted the Oxford Depot Bluegrass Band with bluegrass guitarist Roy Streever as part of the Sullivan County Historical Societies “First Sunday Music and History” concerts, at the Sullivan County Museum on Sunday, January 6<sup>th</sup>.
  
- v I have been completing the shared service agreement I have with the Town of Liberty Parks and Recreation Department. The funding for the Shared Service program from New York State is only available for 2018 so the Town is currently uncertain if they would like to continue the agreement for 2019.
  
- v We have sent out letters to all of the seasonal staff inquiring if they are interested in returning for this year’s upcoming season. We are currently advertising for Lifeguards for Lake Superior, Museum Interpreters for Fort Delaware and Seasonal Laborers.
  
- v I am currently setting up all of the paperwork and forms for the 2019 season. We have begun accepting applications for Group Picnic/Pavilion Permits for the upcoming season.



## Sullivan County Parks, Agriculture and Sustainability Policy Committee

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100 NORTH STREET

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### Agriculture Report Monthly Update

#### DECEMBER 2018 AGRICULTURE REPORT

#### CATSKILLS KITCHEN FOOD INCUBATOR PROGRAM

We have received over 25 inquiries through phone, email and in-person contacts and provided 3 kitchen tours to potential users. We recently received a \$236,000 USDA grant to purchase new equipment, update the upstairs classroom kitchen to be a state of the art Teaching Kitchen that will also be certified by the Dept. of Health and NYS Ag and Markets, and to expand our food business incubator pro-gram to include additional workshops and technical assistance. We are in the pro-cess of developing the construction schedule and programming for this project.

#### **TECHNICAL ASSISTANCE:**

Staff assisted producers with the following:

- Beginner Farmer:** Staff have conducted field visits and meetings with landowners looking to start farms. Staff have educated beginning farmers in the areas of ag assessment, ag districts, funding opportunities and production needs, along with handing out the Farmer Guide.
- Farm Assistance:** 50 inquiries through phone and email, 7 in person technical assistance. Assistance includes business planning, poultry production, soil testing, hemp production, farm tax structures, agricul-tural districts, animal production, ag assessments, farmland preservation, value added dairy, assistance with job postings, grant funding and beginner farmer inquiries. We conducted 25 soil tests in December.
- Dairy Project:** CCE staff are working with the dairy farmers, IDA, County Planning and HVADC to find both a short term and long term solution for their milk products. We are in the process of working with a consultant to develop a marketing and feasibility study to potentially create a niche dairy product. The County recently announced \$17,000 in additional funding for dairy farmers looking to get into niche or expanded dairy production. We are in the process of reviewing potential options for the \$17k.
- Agri-Business Revolving Loan Fund:** Staff continue to promote this program. We provided assistance to 5 inquiries.
- NYS Ag & Markets Farmland Implementation Grant:** Sullivan County received almost \$500k to protect Hilly Acres Farm, through the NYSAM farmland protection grant. The project will help to protect over 200 acres and the drinking water for the Village of Jeffersonville.
- NYS Grown and Certified Grant Program:** Staff assisted 5 farmers with grant applications, which would enable food safety improvements on their farms.

**STAFF TRAINING**

☐ **Pesticide Certification:** Agriculture Educator Michelle Proscia spent approximately 150 hours becoming a Certified Pesticide Applicator. Many of our farmers in Sullivan County require continuing education in pesticide application in order to maintain their applicators license. This will allow us to offer more programs at the local level to help out these farmers. Michelle took and passed the NYSDEC test in December. She is now a certified Pesticide Technician.

**UPCOMING WORKSHOPS**

- ☐ **Agri-Tourism Workshop:** Fridays, January 11th - February 15th 10am - 12:30pm
- ☐ **Estate & Succession Planning for Farmers:** Wednesday, February 6th, 11am - 2pm



**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To: Parks, Agriculture and Sustainability Policy Committee**

**Fr: Heather Brown, Coordinator**

**Re: Execute a Master Cost Recovery Agreement with NYPA**

**Date: January 17, 2019**

**Purpose of Resolution:**

The resolution will authorize the County Manager to execute a Master Cost Recovery Agreement (MCRA) with the New York State Power Authority (NYPA) for various programs. The MCRA will establish common terms and conditions of NYPA's programs and will apply to future and current projects including but not limited to street light upgrades and energy improvements at various County facilities.

**Is subject of Resolution mandated? Explain:**

No, however the MCRA is required for projects that staff feel are in the best interest of the County as they will improve efficiency, improve facilities, and lower operating costs.

**Is this a renewal of a prior contract? No**

**Date of prior contract? <Insert Dates Here>**

**Amount authorized by prior contract \$<Insert Amount Here>**

**Does Resolution require expenditure of funds? No**

**If "Yes", provide the following information**

**Amount to be authorized by Resolution: \$<Insert Amount Here>**

**Are funds already budgeted? Yes/No**

**If "Yes" specify appropriation code(s): <Insert Code(s) Here>**

**If "No", specify proposed source of funds:**

**Estimated Cost Breakdown by Source**

**County: \$<Insert Amount Here>**

**Grant(s): \$<Insert Amount Here>**

**State: \$<Insert Amount Here>**

**Other: \$<Insert Amount Here>**

**Federal Government:** \$<Insert (Specify):  
Here>

**Specify Compliance with Procurement Procedures:**  
N/A

**Person(s) responsible for monitoring contract (Title): Heather Brown Coordinator**



**TO AUTHORIZE THE COUNTY MANAGER TO EXECUTE A MASTER COST RECOVERY AGREEMENT (MCRA) WITH THE NEW YORK POWER AUTHORITY (NYPA) FOR VARIOUS PROGRAMS**

**WHEREAS**, the County of Sullivan (“County”) has engaged NYPA on various Energy Services Programs (ESP) and advisory services; and

**WHEREAS**, the County anticipates additional opportunities to work with NYPA on energy related projects; and

**WHEREAS**, in order to continue taking advantage of NYPA’s programs the County must execute a Master Cost Recovery Agreement (MCRA); and

**WHEREAS**, the MCRA will establish the common terms and conditions of NYPA’s programs; and

**WHEREAS**, the MCRA will not commit the County to any specific projects or expenditures; and

**WHEREAS**, the terms of the MCRA will apply to future and current projects including upgrades to the County’s street lights and energy improvements at various County facilities.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager is authorized to execute a Master Cost Recovery Agreement (MCRA) as required by NYPA to proceed with various programs in such form as the County Attorney’s Office shall approve.

**BE IT FURTHER RESOLVED**, that any expenditures generated from taking part in specific programs shall be subject to further Legislative approval.



**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To: Parks, Agriculture and Sustainability Policy Committee**

**Fr: Brian Scardefield, Director**

**Re: Coordination and Funding of a Countywide Roadside Litter Pluck event**

**Date: January 17, 2019**

**Purpose of Resolution:**

A county sponsored roadway litter pluck event helps clean-up the roadsides throughout the county. This six-week event will provide opportunities for individuals to participate in litter plucking and bring awareness to the litter issue in the county. The costs for this program include its coordination, the provision of identifying stickers for participants litter filled bags, and associated tipping fees.

**Is subject of Resolution mandated? Explain:**

No, this is an optional beautification program, which in the past has averaged approximately ten tons per year of plucked litter and tires from the roads.

**Is this a renewal of a prior contract? No**

**Date of prior contract? N/A**

**Amount authorized by prior contract. N/A**

**Does Resolution require expenditure of funds? Yes**

**If "Yes", provide the following information**

**Amount to be authorized by Resolution:**

**Are funds already budgeted? Yes**

**If "Yes" specify appropriation code(s): CL-8160-40-4013 - \$2.00 tipping fee per litter filled bag, A-7110-39-47-4766 - \$ .25 per Identifying bag sticker.**

**If "No", specify proposed source of funds:**

**Estimated Cost Breakdown by Source**

**County: \$**

**Grant(s): \$**

**State: \$**  
**Federal Government:\$**

**Other: \$**  
**(Specify):**

**Specify Compliance with Procurement Procedures:**

N/A

**Person(s) responsible for monitoring contract (Title): Brian Scardefield Director**

## **COORDINATION AND FUNDING OF A COUNTYWIDE ROADSIDE LITTER PLUCK EVENT**

**WHEREAS**, Sullivan County wishes to present itself as a clean destination, showcasing its natural beauty; and

**WHEREAS**, Sullivan County acknowledges its countywide roadside litter issue; and

**WHEREAS**, the County encourages public participation and cooperation in conquering this roadside litter issue; and

**WHEREAS**, the County has previously sponsored countywide litter pluck events, funding bags and tipping fees for plucked litter.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature approves the coordination and funding of a countywide roadside litter pluck event, from Saturday, April 20, 2019 through Sunday, May 31, 2019, spanning six weeks to encourage and allow for greater public participation.