

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

ATTENDEES:

Legislators: Ron Ciotoli, Andrew Aronstam, Keith Flesher, Jake Brown, Marte Sauerbrey

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

Guests: Wendy Walsh, Tioga County Soil & Water Conservation District

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 September 2, 2025 – Committee Chair Ron Ciotoli asked for approval of the minutes from the September 2, 2025, meeting. Legislator Flesher made a motion to accept the minutes from the September 2, 2025, 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.

Not on the agenda, Ms. Woodburn reported the County Planning Director Trainee salary is currently being pulled from the Economic Development Budget salary line and the correction is being made to have the County Planning Director Trainee salary come out of the Planning Budget salary line going forward.

Mr. Bailey asked about the Sustainability Budget regarding Dr. Pratt's partial salary reimbursement from the State. Ms. Woodburn will check with Dr. Pratt and report back.

III. OLD BUSINESS/NEW BUSINESS

A. Reports

1. Tioga County Soil & Water Conservation District (SWCD) – Wendy Walsh, Soil & Water Conservation District Manager was in attendance and reported on two completed projects. Ms. Walsh displayed drone videos on the following projects:
Blodgett Rd/IDA Owego Creek Stream Rehabilitation Project
 - Blodgett Road, Newark Valley, on Owego Creek; a project partnered with the IDA - A 900 ft. section of Owego Creek had been eroding for several years. The Tioga County IDA owns the railroad adjacent to the stream at this location and had concerns on how it was impacting the railroad base.
 - SWCD applied for WQIP funding, completed the design and coordinated the project with the Landowner, NYSEG (adjacent power poles) and the IDA.
 - 900 feet of modified Rosgen Toe Wood was installed with stone in the toe as an added layer of protection from erosion.
 - In addition to the toe wood installation, the stream bank was brought back out from the power pole approximately 25 ft. to allow the landowner access to the lower portion of the property with farm implements.Owego Creek/Glenmary Stream Rehabilitation Project
 - Glenmary Drive, Owego, at the confluence of Owego and Catatonk Creeks; a project partnered with Town of Tioga. There was severe erosion along the Glenmary Drive property within 25 ft. of the home. The property owner could not provide the grant funding match required, making it available for a FEMA buyout. Soil & Water took ownership and demolished the property to begin the rehabilitation process to the stream bed. The entire property was planted with trees and shrubs.
2. Tioga County Tourism - Monthly report previously emailed and is in the committee packet.
3. Cornell Cooperative Extension – Monthly report previously emailed and is in the committee packet.

B. Grants

1. Active Grants – See attached EDP Grant Tracking spreadsheet. Ms. Woodburn highlighted the following:
 - a. CDBG Microenterprise – Grant award of up to \$35,000.00 for small businesses:
 - Light Years Fermentation received their reimbursement, and the project has been completed. They thanked us on social media for making it possible to get their new pizza oven. Ms. Woodburn printed the post and distributed it to the committee.
 - Ocular Prosthetics received their reimbursement and requested a second to complete their project.
 - A second request is being sent to the State for Owego Brewing and Labrador Lumber.
 - Light Years, Ocular Prosthetics and Labrador Lumber have agreed to the creation of highlight/testimonial videos by Deluge Media.Ms. Woodburn reported that a couple of businesses have withdrawn for various reasons. Funds will be reallocated to existing projects or new projects will be

selected. The allocation process will have to go through the IDA Loan Committee for recommendation before going before the Legislature.

- b. CDBG Public Facilities – Catholic Charities Mobile Food Truck
 - The first reimbursement request was received and mailed.
 - The mobile food truck has been received on site by the company that's doing the work.
 - They have contracted with a graphic design company to do the wrap for the truck. Design options have been sent.
- c. ARC READY – George Smith Park Master Park Plan
 - Barton and Logudice held a community visioning workshop to determine what the public wanted as the first step for the design process.
 - They had a topographic and boundary survey done and an existing conditions assessment.
 - Beginning work on environmental screenings and investigations.
 - The first progress and financial reports have been submitted and approved by ARC.
- d. NYS OPRHP Snowmobile Trail Grant Program
 - Phase II application is complete and submitted to the State.
 - The 30% grant awards have been sent to the snowmobile clubs.
- e. NY SWIMS – Round 1 – The lifeguard reimbursement going through the County to the Village of Owego.
 - First payment to the Village of Owego has been made. Waiting for the canceled check to be sent to the State for reimbursement to the County.
- f. NY SWIMS – Round 2 – Ms. Yelverton will provide technical assistance to the Village of Owego, resolution previously provided. They are applying for \$250,000.00 to make improvements to the Marvin Park Pool.

C. Economic/Community Development

- 1. Pro Housing Communities Certification – Two more communities are interested in getting certified. ED&P is providing assistance for this process to the Village of Waverly and the Village of Candor. Village of Owego should be getting their designation soon.
- 2. NY Forward – Village of Waverly – Ms. Jardine is providing assistance with their NY Forward/public project grant implementation:
 - Small Projects Fund – A selection committee has been formed. They are refining the program guidelines and will be sent out to property owners.
 - Public Projects – East Waverly Park improvements and downtown streetscape enhancements on Broad Street. Hunt Engineering has been selected for design of these projects and are waiting for the contract from Hunt to be sent to the State for approval.
- 3. NY Forward – Village of Candor is interested in applying for this program next year. We have met to define a target area for the application and have sent them a template of the plan that was used as we assisted the Village of Waverly. The Village of Candor Pro Housing Certification has to be complete to apply for this program.

4. STN – Newark Valley project update. A flyer was in the committee packet showing project updates. Construction is underway for the portion of the ConnectAll grant award. Estimated completion is set for the first quarter of 2026. They received a small award through Round 4 of the ConnectAll grant adding another 200 homes; connecting eastern Newark Valley to the existing fiber network in Maine.

D. Land Bank

1. 81 North Avenue, Owego – This project is close to being completed and an Open House event is being planned for October 24th at 3:30 PM. Invitations have been sent.
 - Received the temporary Certificate of Occupancy from the Village of Owego for the Commercial space.
 - The roof replacement will be scheduled soon.
 - Working on getting the grant disbursement agreement from the State. Part of the funding for this project was Restore NY funds, and they don't issue grant agreements up front, they issue agreements at the end of the project. Ms. Woodburn will be bringing the resolution forward for the Legislature to enter into the agreement at the end of the project. This funding will reimburse the Land Bank.

Ms. Woodburn reported on the history of this or any Land Bank project:

- We talked about acquiring this property over 2 ½ years ago.
- This was the Land Bank's mission to revitalize the buildings downtown and get them on the tax rolls.
- This building sat vacant and very blighted for approximately 20 years.
- Always searching for creative ways to help sustain the Land Bank's operations.
- As is sits right now, the Land Bank is 100 % grant funded by way of the State Land Bank Initiative Funding, receiving operational funds and capital funds to do projects.
- These programs weren't in place when the Land Bank started in Tioga County in 2018. We relied heavily on our partnership with the County, ARPA Funds and the Community Revitalization Initiative Funds received to acquire properties, do demolition and rehabilitation work.
- The intent was not only getting properties back on the tax rolls, but also any generated income would go back into sustaining the operations of the Land Bank.

Ms. Woodburn went on to say that over the years all ED&P staff have touched these projects in one way or another, through applications, RFP's, meeting with contractors, resolutions, MUNIS entry and construction oversight. A team effort by all. Ms. Woodburn wanted to thank this committee and the Legislature for supporting the ED&P Department's vision and allowing us to handle the administrative work for the IDA, the Land Bank, and the LDC. It's important that we work as a team and informed this committee that we have a few things in the pipeline that we are excited to bring forward in the future.

2. 247 Main Street, Owego – The engineering drawings are in process for this project.

3. 121 Providence Street, Waverly – This project went out for bid and the bids are due today.
 4. LBI Property Services application – Continue to work on getting this application submitted to the State.
- E. Workforce Development
1. CDBG Public Facilities grant application – Continue to work with OACSD and Thoma Development on the pre-application for this project to determine eligibility.
- F. Planning
1. 239 Reviews – 2
 - a. County Case 2025-021: Town of Richford, Moratorium on the Development and Construction of Solar Energy Systems, Richford Town Board – The Richford Town Board intends to adopt a six-month moratorium on all solar energy systems development to give the Town Attorney time to develop a solar energy systems law, which the Town does not currently have. Staff advised the County Planning Board to recommend approval of the Moratorium and the County Planning Board voted unanimously to recommend approval.
 - b. County Case 2025-022: Village of Waverly, Moratorium on Portable Shipping Containers, Village Waverly Board of Trustees – The Village of Waverly intends to adopt a one-year moratorium on the placing of portable shipping containers outside as the Village Planning Board and Town Board work to finalize a draft law. People have used these containers as homes, and many of these containers are not in good condition, which is not beneficial to the general health, safety and welfare of the Waverly public. Staff advised the County Planning Board to recommend approval with modification of the Moratorium from one year to six months and the County Planning Board voted unanimously to recommend approval with modification. This requires the Village of Waverly Board of Trustees to achieve a supermajority vote to override the County Planning Board recommendation.
 2. Southern Tier 8 Regional Housing Investment Framework MOU – Resolution listed below to enter into a Memorandum of Understanding with Southern Tier 8 for a housing project, a project funded by ARC. All ST8 partners are going to enter into this MOU to put together a plan to address the shortage of private workforce housing. There is no cash match from the counties, however it requires in-kind contributions in the amount of \$28,000.00 from county staff, Ms. Jardine until retirement, then from Ms. Zubalsky-Peer. The contract period is two years.
- G. Sustainability Management
1. 2025 Pumpkin Smash Event scheduled for November 8th - This event is an effort to divert pumpkins from landfills by providing residents with a place to drop off pumpkins to be either composted or donated to local farmers for livestock. There is a resolution below to enter into an MOU with the County Fair Board as the event will be held at the County Fair Grounds.
 2. Rain Barrel Program – Collaborating with Soil & Water to do a Rain Barrel Program similar to the Compost Bin Program, selling rain barrels at cost to residents.

Ms. Woodburn distributed a document Dr. Pratt put together with positive comments found online from the public regarding the EV Stations located in the Courthouse Parking lot. A sign will be going up soon.

3. 2025 YTD –

a. Paid to Broome County	2025	2024
i. HHW	\$6,659.05	\$9,266.55
ii. E-Waste	\$521.85	\$1,994.65
b. Towns/County(E-waste)	\$652.05	\$2,261.20

H. IDA

1. TCIDA Programs – The IDA is anticipating two façade loan applications, our first equipment lease application, and a potential PILOT application in the next couple of months. Also, the IDA has received one sales tax exemption application.
2. SunEast Valley Solar PILOT closing – The IDA is in the process of finalizing and closing the SunEast Valley Solar PILOT. This is the solar project going in on the Montrose Turnpike in the Town of Owego. The IDA has received the agency fee and is working on the final paperwork.

Not on the agenda, Ms. Woodburn reported the IDA's in the Southern Tier Region are talking about a different structure to pool available industrial sites and market them together as a region. When doing the Newmark Clean Tech Study, as they looked at available sites across the Southern Tier, instead of just being a clean tech study, Newmark thought we were missing regional marketing opportunities. Ms. Woodburn explained that when site selectors come around, they go to the State or go to regions to look for sites for project leads. A kick-off meeting was held with all the IDA's in the Southern Tier Region and talked about a way to work cohesively to market our industrial sites.

IV. PERSONNEL

V. RESOLUTIONS

J05-Authorizing Legislative Chair Signature on Memo of Understanding with Tioga Co Fair Board

J06-Authorize Memorandum of Understanding with Southern Tier 8

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

Legislator Ciotoli – yes

Legislator Flesher – yes

Legislator Brown – yes

Legislator Aronstam – 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