

## ECONOMIC DEVELOPMENT & PLANNING TOURISM/AGRICULTURE LEGISLATIVE COMMITTEE MEETING May 5, 2026

### **ATTENDEES:**

**Legislators:** Ron Ciotoli, David Cantella, Keith Flesher, Jake Brown, Jo Ellen Rose

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

**Guests:** Becca Maffei, Tioga County Tourism Director

Legislator Ciotoli called the meeting to order at 1:00 P.M.

Legislative Chair Tracy Monell was not in attendance.

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

### **I. MINUTES**

- A. Approval of minutes from March 3, 2026, and April 7, 2026 – Legislator Ciotoli asked for approval of the minutes from the March 3, 2026, and April 7, 2026, meetings. Legislator Cantella made a motion to accept the minutes from both meetings, seconded by Legislator Flesher. All were in favor.

Ms. Woodburn reported the following:

### **II. FINANCIAL**

- A. 2026 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 – Becca Maffei, Tourism Director, was in attendance and displayed her monthly update on the screen in the conference room. Ms. Maffei reported on the following:

- America 250 – Putting together a program/landing page to bring information of what everybody is doing in one place to promote it as one ongoing event through the Tourism office. Specific events will go on an event calendar.
  - Big Boy, the train coming through Owego. The train will stop at Old Depot Station on Depot Street for about 15/20 minutes. Ms. Maffei is putting together a map of viewing spots for the community.
  - Working on updating the Arts and Culture Strategic Master Plan for the Susquehanna Heritage Area. This has been in existence for a long time. It is a gateway to Heritage Grant Funding through New York State. Ms. Maffei stated the purpose is to use it for Art and Cultural Tourism.
  - Restaurant Week ended on April 26<sup>th</sup>. Ms. Maffei reported on working with a Statewide Organization Eat Local New York for extra promotion. Thirteen restaurants participated: a good turnout for the first year having this event. Ms. Maffei is going to survey the restaurants for feedback.
2. Tioga County Soil & Water Conservation District – Monthly report was distributed at the meeting.
  3. Tioga County Cornell Cooperative Extension - Monthly report was previously emailed and in the committee packet.

B. Grants

1. Active Grants – See attached EDP Grant Tracking spreadsheet. Ms. Woodburn highlighted the following:
  - a. Vacant Rental Program – The Land Bank applied and the award of \$750,000.00 was officially announced on April 30<sup>th</sup> to help rehabilitate or create vacant residential units in Tioga County focused on projects for landlords with 5 units or less in their property portfolio. Currently working through the grant agreement process. Applications will go out to property owners for project selection. There are income stipulations that go with the financing that carries for five years based on the amount of funding they get.
  - b. ARC IJJA – Northern Tioga Rail-with-Trail Preliminary Engineering Study – Application completed for the \$150,000.00 funding gap and finalized by TCIDA and ST8.
  - c. OPRHP (EPF) grant - Owego Police Station. ED&P assisted in the application process in 2019. They have received a bid within budget making them able to move forward with an approved contractor to replace windows.
  - d. ESD Restore NY Round VI – The Fuddy Duddy's/Riverhouse Project – Empire State Development sent a rescission letter regarding the grant award for this project due to the project not commencing within the required two-year timeframe. This project has been removed from the grant tracking spreadsheet.
  - e. NYS Snowmobile Grant – Working on Phase I and Phase III. Phase III is the auditing portion for final disbursement to the snowmobile clubs. This is due to the State May 31<sup>st</sup>. Phase I is the trail approval process, any changes to trails is due June 1<sup>st</sup>. Ms. Norton is working with Deluge for a video to highlight the program.

- f. CDBG Public Facilities – Catholic Charities will be doing billboard advertising in Candor and Newark Valley. This is one way to spend the remaining grant funds and has been approved by CDBG.
- g. CDBG Microenterprise – Four of the five projects have been completed. Country Fit is the only remaining project. They have received their first disbursement. The second disbursement should be made soon, completing the project. ED&P is still waiting to hear from the State on the renewal application for funding, several businesses are interested in the next round.
- h. NYMS – Potential grant application – This is an annual grant program and should be announced this month. Applications are due in July, and awards are made in December. Not for Profit Organizations and Municipalities are the only eligible applicants and they can subgrant funds to property or building owners. ED&P has had one building owner at 54 North Avenue that has reached out and is interested in this upcoming round. They are working on getting quotes and a business plan together, all things necessary for the application. The Land Bank also has an open project for a different property on North Avenue. Ms. Woodburn will bring more details for the project to the meeting next month as well as bringing forward a resolution for approval to apply for the grant. The plan is for an exterior façade renovation and HVAC improvements. The committee approved moving forward with this project.
- i. HOME Homebuyer Development Program – Potential grant application. This application was submitted by the Land Bank last year for new construction of single-family homes. The application was for two single-family homes on Temple and Liberty Street. The application scored strongly, however, the State said we had to have agreements with Interfaith Metro for Housing Counseling Services in place before they would award funding and the timeframe was so short to get the agreements in place we withdrew the application. We will resubmit an application next year through the Land Bank. We will have all the agreements in place ahead of time.

C. Economic/Community/Workforce Development

- 1. 48-50 Lake Street, Owego Redevelopment Project – Ms. Woodburn distributed information on this project. The Land Bank recently acquired this property. This is going to be a collaboration between the Land Bank, the IDA, who is going to be the financing partner, and the ED&P Department, whose staff will be doing the administrative work. There was an initial meeting to discuss what the project will look like and next steps. The project has been broken into two phases. Phase I is roof replacement and exterior brick repointing. Grant funding is in place for this phase. Phase II is the buildout of three residential units on the second floor. Additional funding sources will be needed to finance phase II. Looking to get the roof and brick work out to bid in the next month and a half. Draft agency agreements between the IDA, Land Bank and ED&P have been created and Joe Meagher, Attorney, is reviewing. The agreements will then be given to the County Attorney, Mr. Dewind, to review. The previous owner completed some work before selling; Ms. Woodburn will continue to report on this project.

2. CDBG Public Facilities – Stone House floor plan layout. Mr. Bailey, Mr. Hammond, including DPW staff, Ms. Myers, and Ms. Woodburn met to discuss this project and came to an agreement to move forward with a floor plan. Mr. Bailey confirmed that the meeting went well and moving forward with a floor plan was a good idea.
3. NY PLAYS Grant – Village of Waverly is going to apply for this program to construct or renovate public municipal parks. Village of Owego and Village of Candor are considering applying. The applications are due June 15<sup>th</sup>.
4. 107 Liberty Street, Owego – The Owego School District is rehabbing 103 Liberty Street and will be finishing this year. The school also had a student that was working with an engineering firm to design a new single-family home. Owego still has ownership of the program, but BOCES has taken over with the partnership. They are looking to build a house at 107 Liberty Street. The drawings are almost finalized, and the updated Memorandum of Understanding is being reviewed by the attorneys.
5. DRI – Owego
  - a. Administrative Fee – Ms. Woodburn continues to work on a plan for this committee to review. This is related to the DRI Program. The County and the IDA have an agreement in place that 95% of the administrative fees go to the County because County staff administers the program, and 5% goes to the IDA, being the contract holder for the program. Ms. Woodburn is looking to request from the IDA and the County to use those administrative fees (approximately \$55,000.00) to do some DOT logo sign panels for lodging on I86 at Exit 64 both ways costing approximately \$30,000.00. The IDA would forfeit the smaller amount, approximately \$3,000.00. The bigger request is from the County. Ms. Woodburn is working with Ms. Maffei to get formal quotes and bring everything forward to present to this committee.
6. NY Forward – Village of Waverly
  - a. Public Projects – The Village of Waverly was looking to have funds reallocated from their private projects to the public projects, a little over \$900,000.00. The East Waverly Park Project got an additional \$383,000.00 and the Broad Street Streetscape Project received an additional \$546,000.00. This was good news for the Village of Waverly as the projects were coming in over budget. This will also allow them to apply for \$600,000.00 from the NY PLAYS Grant. They continue to work on the splash pad design; however, they have run into some water challenges. Ms. Norton has connected them with a USDA for Water/Wastewater Grant and Loan Program to help address these issues.

#### D. Planning

1. 239 Reviews – Two this month.
  - a. 2026-007: Village of Owego, Site Plan Review and Area Variances – Applied Technology Manufacturing Corp.- Applicant plans to construct a 34/ by 50' pole barn storage building to conceal materials currently stored outdoors, primarily pallets. Staff advised County Planning Board to recommend approval of the Site Plan Review, Area Variances, and Floodplain Development with the conditions that

the applicant obtains all required permits, licenses, and registrations, that the application complies with the requirements and comments from the NYS DOT Region 9, that the Village of Owego ZBA grant the area variances, and that the applicant complies with the requirements of the Village of Owego Code Chapter 117 Flood Damage Prevention. The County Planning Board voted unanimously to recommend approval with the conditions noted.

- b. 2026-008: Village of Waverly, Site Plan Review and Special Use Permit, JP Motrix & Sales VIP Corp. – Applicant plans to utilize an existing structure at a Business Park for a car repair and used car sales business. Staff advised the County Planning Board to recommend approval of the site plan review and special use permit with conditions that the applicant comply with NYS DOT Region 9 Site Plan Review Committee's comments and requirements, and that if a sign is installed it meets the Village of Waverly code. The County Planning Board voted to recommend approval with the conditions noted.
- 2. Broome-Tioga Arts & Culture Master Plan – Ms. Maffei reported on this earlier.

E. Sustainability Management

- 1. Tioga County Debris Management Plan – Dr. Pratt continues working on this plan and is coordinating a second meeting with Public Works, Emergency Services, the County Administrator, and Chief Information Officer, to discuss and review a recent RFQ received. Mr. Bailey reported that the Tioga County Debris Management Plan will be pre-approved by FEMA. In the event of a disaster in the future, it will expedite our funding mechanism with FEMA for debris management. Mr. Bailey expressed the importance of completing the plan.
- 2. Town Cleanup Events – Dr. Pratt is collaborating with local municipalities to incorporate e-waste collection into annual clean-up events.
  - Newark Valley held their clean-up event, including e-waste, April 2<sup>nd</sup> – 4<sup>th</sup>.
  - Town of Tioga will do the same at their event on June 6<sup>th</sup>.
  - Town of Owego held a tire collection event on April 18<sup>th</sup>, no e-waste event.
  - Town of Barton is offering monthly e-waste collection April through August.
  - Town of Richford accepts e-waste collection year-round at its mini transfer station which is open to all Tioga County residents.

3. 2026 YTD – No change in numbers until next month.

a. Paid to Broome County	2026		2025
i. HHW	\$	0.00	\$11,239.55
ii. E-Waste	\$	0.00	\$ 1,006.25
b. Towns/County(E-waste)	\$	0.00	\$ 1,167.25

F. IDA

- 1. HUD "Small Cities" Fund – A draft of revised loan guidelines has been submitted to HUD for review. This revision would allow for a community reinvestment revolving loan fund that would provide gap-financing for redevelopment of downtown commercial buildings similar to a program STREDC has on a regional level. We are waiting for HUD's approval first, then approval is necessary from the County and the IDA.

2. Façade Loan – Recently approved a new façade loan with signed commitment letter for Early Owego Antique Center. There is another façade loan in underwriting right now.
3. Lounsberry Corporate Park signage – Ms. Yelverton is working on getting quotes for a Corporate Park sign in Lounsberry.
4. Standard Operating Procedures – With Ms. Williams on board as Administrative Coordinator, Ms. Woodburn is working on a way to streamline operating procedures; invoice processing, check disbursement and meeting procedures for both IDA and Land Bank.

G. Land Bank

1. 247 Main Street, Owego – Schematic design was approved by SHPO and OHPC is on the agenda for the May meeting. The demo portion is out to bid, and the construction portion will go out to bid this month.
2. 121 Providence Street, Waverly – This is a single-family home that is almost complete and they are looking for a realtor to get it on the market.
3. Demolitions – Two demolitions coming up. The former Pizza Hut will be demolished by LCP Group this week or next. The property at 39 Railroad Ave., Berkshire, is cleaned up and the asbestos survey has just been received.

Not on the agenda, Legislator Ciotoli reported attending three financial committee meetings for Southern Tier 8 (ST8). There is going to be a restructuring of dues. One of the counties is leaving, so there will be an additional request for dues from the remaining 7 counties.

H. **PERSONNEL** – No report this month.

I. **RESOLUTIONS** – No resolutions this month.

J. **PROCLAMATIONS – N/A**

K. **AJOURNMENT**

With no further topics of discussion or questions, the meeting was adjourned at 1:58 P.M.

Respectfully Submitted,

Linda Sampson

Administrative Assistant, Economic Development & Planning