

ECONOMIC DEVELOPMENT & PLANNING TOURISM/AGRICULTURE LEGISLATIVE COMMITTEE MEETING June 2, 2026

ATTENDEES:

Legislators: Ron Ciotoli, David Cantella, Keith Flesher, Jake Brown, Tracy Monell

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

Guests: Dr. Kristi Snyder, Tioga County Cornell Cooperative Extension

Legislator 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 May 5 - Legislator Ciotoli asked for approval of the minutes from the May 5, 2026, meeting. Legislator Flesher made a motion to accept the minutes from the May 5, 2026, meeting, seconded by Legislator Cantella. 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 Cornell Cooperative Extension (CCE) – Monthly report previously emailed. Dr. Kristi Snyder, CCE Executive Director, was in attendance and reviewed her monthly report highlighting the new phone system, Ag Resource Group, Campus Connection to Cornell, Community Connections, Agriculture Outreach Programs, Horticulture Outreach, Collaboration & Research, Master

Gardeners, 4-H Youth Development, Family Resource Connections, Smart Energy Choices and WIOA Youth Employment Program/Workforce. Dr. Kristi also distributed information on various Tioga CCE Programs, the Tioga County Fair 4-H Youth Events and the 2025 Tioga County CCE Annual Report.

2. Tioga County Tourism – No report this month.
3. 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 Microenterprise – One last project, Country Fit, to close out within the next month. They are waiting for a couple of things ordered to submit the last reimbursement. ED&P is waiting to hear from NYS on whether they have approved the renewal application for the Microenterprise Program in July. Several businesses have already reached out with interest. The partnership with Thoma, administering the program, has worked well. Ms. Woodburn reported the CDBG funds help cover the administrative cost and if the committee is agreeable, she would like to extend the contract with them for the second round if the renewal application gets approved. DeLuge created videos of some of the completed projects and Ms. Woodburn will forward them on to this committee.
 - b. NYS Snowmobile Grant – Ms. Norton has just submitted Phase III and Phase I.
 - Phase III covers the final close out, expense reporting, audit and the remaining payout for the grant year.
 - Phase I is for any trail changes or new trails being proposed.ED&P is also working with Deluge on a video to highlight the program.
 - c. NYMS – Potential grant application for 54 North Avenue, Owego. The Consolidated Funding Application (CFA) program through ESD opened yesterday. This program allows applicants to access multiple state funding sources through one application. ED&P will be applying for New York Main Street (NYMS) Funds to rehabilitate 54 North Ave. The funds for this project will be used for mostly exterior façade work; window replacement, roof replacement, brick repair and painting, with the addition of a mural. There will be some interior work; such as upgrades to the HVAC system for the residential units, as well as some improvements to the commercial space. The total project cost is \$250,000.00. The application for NYMS funds will be for \$193,000.00; the county will get a 5% administration fee. The property owner covers the 25% match. There is no cost to the county. ED&P has already received most of the necessary documents from the property owner. Ms. Woodburn will bring a resolution forward next month.
 - d. Vacant Rental Program – Ms. Patton just finalized the grant agreement with the State, is working on the program guidelines and creating the application. The next step will be to put out a call for applications for property owners in the next two months.

- e. NYS CFA – As mentioned earlier, this program opened on Monday. This is a clearing house of about 20 grant programs available through 8 different state agencies. The program closes on July 31st. Ms. Woodburn asked the committee if anyone is aware of any projects or municipalities looking to apply, ED&P is willing to assist with applications.

C. Economic/Community/Workforce Development

1. ESD Project Leads – Project leads from ESD (Empire State Development) have been picking up. Out of maybe 5 leads, there were 2 leads we had sites or buildings that fit criteria and were able to submit information on. Ms. Woodburn reported meeting with a few businesses that are looking to relocate to Tioga County, ED&P provided resources to them.
2. Southern Tier Network (STN) update – This is the project of building out the fiber-optic network into Newark Valley. STN is doing the underlying infrastructure, and a service provider comes in after to provide service to the home. One provider they are working with is Zeta Broadband, but other providers are welcome. It is officially live in Newark Valley with the first group of addresses activated. Almost 600 addresses are live and ready for service. They will be adding almost 250 more and are looking to build out further. ED&P is working with Deluge and STN to create videos on the project and the work that has been done.
3. Childcare RFEI – ED&P sent out a RFEI (Request for Expression of Interest) to certified childcare providers to evaluate the commercial space at 48-50 Lake Street for reuse as a childcare center. There is a need for childcare in our county. ED&P has received one letter of interest and is expecting one more. The letters are due on June 5th. A decision will be made then whether to move forward with this project.
4. CDBG Public Facilities – Stone House floor plan layout – A meeting was held with Chianis & Anderson Architects at the Stone House for scanning, field verification and measurement work. They are in the process of finishing up the existing conditions floor plan drawing. They worked with Liz Myers regarding developing functional programs for the space and will be starting the layout design next week.
5. 48-50 Lake Street, Owego Redevelopment Project – Working on getting the partnership agreements in place between the IDA and the Land Bank and are waiting for attorney input. The first phase of the project is the façade; the brickwork and roof replacement. The funding is in place for that, and we are finalizing bid specifications and scope of work. With the CFA being open, ED&P is looking for a possible new grant source for the second phase.
6. NY Forward – Village of Waverly – Ms. Norton continues to work with the Village of Waverly on their public projects. A concern has come up regarding water needs. Not only with the improvements to East Waverly Park, that includes the addition of a splash pad, but one of the businesses is looking to draw more water. The concern is also for any other growing business needs for municipal water. These concerns make it apparent that some upgrades to the Village's water system will be necessary in the next couple of years. Some grant sources

recommended are the Congressional Direct Spending and USDA Water/Wastewater Program through REAP. The Village has also approached ED&P and asked if the county would consider the County Infrastructure Grant when the next round becomes available. Ms. Woodburn agreed to let this committee know of their interest in this program.

D. Planning

1. 239 Reviews

- a. 2026-009: Town of Owego, Special Use Permit - Fill in the floodplain - Anthony Albanese special use permit for a grade improvement on the 1.19-acre property located at 1789 Main Street Apalachin. The applicant will demolish the existing structures on the property and plans for future development of several multi-family dwellings. The County Planning Board voted to recommend approval with the conditions noted by staff with one no vote and one abstention.

There were a couple of questions with this 239. Ms. Woodburn agreed to send the review with details to the committee.

E. Sustainability Management

1. Tioga County Debris Management Plan – There was a kick-off meeting with the steering committee to discuss the scope of work. Dr. Pratt is putting the RFQ together to send out for quotes from consulting firms.
2. Waste Reduction Education & Outreach – Dr. Pratt is doing two mini-documentaries with Deluge. She attended an Eel Releasing Event, to improve river conditions, at Waverly Central School District and a Green Team Textile Recycling Event at the Owego Elementary School.

3. 2026 YTD –

a. Paid to Broome County	2026	2025
i. HHW	\$ 1,706.75	\$11,239.55
ii. E-Waste	\$ 203.00	\$ 1,006.25
b. Towns/County(E-waste)	\$ 181.26	\$ 1,167.25

F. IDA

1. FAST NY application – The application is complete and the IDA is waiting for the appraisal of properties in Lounsberry to be used for back up documentation to justify the grant funds request for acquisition.
2. Façade Loans – Two façade loans to be approved at tomorrow's meeting; one for the Early Antique Center and the other is for Shepard Hills in Waverly. A third application is coming in.

Not on the agenda, Ms. Woodburn reported just hearing back from HUD on the CDBG Small Cities Funds that the county has; a little under \$800,000.00. They said it's up to the county to decide what to do with the funds in terms of a loan fund and getting that approved. ED&P will get the final closeout documentation and check

with the county attorney to make sure he is okay with the proposed fund. Ms. Woodburn will bring the guidelines to this committee next month.

G. Land Bank

1. 121 Providence Street, Waverly – This is the single-family home renovation. This project is almost complete. Ms. Woodburn will send pictures of the finished project. Two realtors came to look at it and will be listed for sale next month.
2. 81 Hickory Park Road, Owego – The former Pizza Hut demolition done by the LCP Group is complete.
3. New Board Member – A resolution is listed below.

IV. PERSONNEL

Not on the agenda, Ms. Woodburn reported the following:

- Ms. Schnabl will be returning from maternity leave June 15th.
- Ms. Woodburn reported going on vacation and will be out of the office beginning July 6th through July 10th. She will send an email confirming.

V. RESOLUTIONS

F36-Authorize Transfer of Funds for Purchase of Filing Cabinet for EDP Dept.

F43-Appoint Member CShaver to the TCPDC Board

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 Cantella – yes

VI. PROCLAMATIONS - N/A

VII. AJOURNMENT

With no further topics of discussion or questions, the meeting was adjourned at 1:40 P.M.

Respectfully Submitted,

Linda Sampson

Administrative Assistant, Economic Development & Planning

Grant Tracking Spreadsheet
EDP Legislative Committee Meeting
June 2, 2026

Tioga County

	Applicant	Grant Source	Purpose	Status	Amount	Resolution
1	Tioga County	ESD Restore NY Round VIII – 81 North Ave	Rehabilitation of 81 North Ave, Owego	Closeout	\$ 165,000.00	Closeout
2	Tioga County	NY SWIMS - V. Owego public pool	Funding to reimburse life guard expenses	Closeout	\$ 21,270.00	Closeout
3	Tioga County	2025 Household Hazardous Waste Program (FY 2024)	Funds for proper disposal of household hazardous waste.	Closeout	\$ 7,767.22	Closeout
4	Tioga County	2025 Municipal Waste Reduction and Recycling	Funds to expand and implement waste reduction strategies	Closeout	\$ 56,350.00	Closeout
5	Tioga County	NYS Snowmobile	Snowmobile grant program for 5 clubs in Tioga County	Phase III due May 31st	TBD	Annual
6	Tioga County	CDBG Public Facilities – Catholic Charities	Mobile food truck, community kitchen, food rescue program	Project in process	\$ 243,533.00	#63-25
7	Tioga County	ESD Restore NY Round VII – Tioga Trails	Rehabilitation of 48-50 Lake Street, Owego	Project bidding - Phase 1	\$ 1,000,000.00	#324-23
8	Tioga County	2026 Household Hazardous Waste Program (FY 2025)	Funds for proper disposal of household hazardous waste	Program in process	\$ 5,992.22	#88-26
9	Tioga County	2026 Municipal Waste Reduction and Recycling	Funds to expand and implement waste reduction strategies	Program in process	\$ 60,400.00	#312-25
10	Tioga County	CDBG Microenterprise program	Provides funding for small businesses with < 5 employees	Program in process	\$ 212,500.00	#351-24
11	Tioga County	CDBG Microenterprise program – Renewal	Provides funding for small businesses with < 5 employees	Application submitted	\$ 218,750.00	#63-26
12	Tioga County	EPA Brownfield Assessment Grant	Funding for brownfield inventory, planning, env. assessment	Application submitted	\$ 500,000.00	#21-26
13	Tioga County	ESD County Infrastructure Grant Program	Funds for extending municipal sewer to Strong Road for single-family home development.	Application submitted	\$ 500,000.00	#158-26

Outside Agencies

	Applicant	Grant Source	Purpose	Status	Amount	Resolution/Resource
1	V. Newark Valley	ESD Restore NY Round VIII	Rehabilitation of 10 and 14-16 Whig Street, NV	Design/Project bidding	\$ 732,420.00	#213-24
2	OACSD/BT BOCES	Congressionally Directed Spending	Build out of Regional Career and Technical Education Center	Design	\$ 811,000.00	Resource
3	OACSD/BT BOCES	ARC Infrastructure Area Development	Build out of Regional Career and Technical Education Center	Design	\$ 1,000,000.00	#382-24
4	T. Berkshire	ARC READY Local Government Program	Master park plan for George W. Smith park	Closeout	\$ 50,000.00	Closeout
5	Tioga Hardwoods	ESD Small Manufacturers Grant	Equipment purchases/upgrades	Incentive proposal issued	\$ 112,240.00	Resource
6	V. Owego	OPRHP (EPF) grant - Owego Police Station	Exterior façade improvements - 90 Temple Street, Owego	Construction	\$ 468,416.00	#244-25
7	V. Owego	NY SWIMS II - V. Owego public pool	Funding to support capital improvements to public pool	Project bidding	\$ 271,771.00	#326-25
8	Tioga Arts Council	NYSCA Capital Grant	Funding to support capital improvements to TAC building	Application submitted	\$ 28,750.00	#86-26
9	TCIDA	USDA RBDG	Lounsberry Engineering Plan	Closeout	\$ 90,000.00	NA
10	TCIDA	USDA RBDG	Equipment Lease Program	Program in process	\$ 99,000.00	NA
11	TCIDA	OPRHP EPF	Northern Tioga Rail-with-Trail Pre-Engineering project	Grant Agreement	\$ 450,000.00	NA
12	TCIDA	ARC IIA	Northern Tioga Rail-with-Trail Pre-Engineering project	Application submitted	\$ 150,000.00	NA
13	TCIDA	FAST NY Track B - Lounsberry area sites	Pre-engineering studies for potential industrial sites	Application in process	TBD	NA
14	TCPDC	NY Main Street	62-64 North Avenue, Owego rehabilitation	Project bidding in process	\$ 438,316.00	NA
15	TCPDC	Land Bank Initiative (LBI) Phase 1, Year 3	Operational costs	Program in process	\$ 200,000.00	NA
16	TCPDC	Land Bank Initiative (LBI) Open Round	Demolition and rehabilitation projects	Program in process	\$ 1,823,100.00	NA
17	TCPDC	Vacant Rental Program	Repairs and rehabilitation of vacant rental units	Awarded	\$ 750,000.00	NA