

ECONOMIC DEVELOPMENT & PLANNING TOURISM/AGRICULTURE LEGISLATIVE COMMITTEE MEETING August 4, 2026

ATTENDEES:

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

Staff: Brittany Woodburn, Linda Sampson, Jackson Bailey, Cathy Haskell, Laura Schurter, Paul Stagg

Guests: Becca Maffei, Tourism Director

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 July 7, 2026 - Legislator Ciotoli asked for approval of the minutes from the July 7, 2026, meeting. Legislator Brown made a motion to accept the minutes from the July 7, 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.
 4. 2027 Budgets - Ms. Woodburn reported the proposed budgets are in the meeting packets and reported the following:
 - Economic Development: No grant funded positions, increased Book Line Item \$150.00 and decreased Services Rendered Line Item the same to offset.
 - Planning: No grant funded positions, and no changes.
 - Regional Planning/Southern Tier 8 Dues: Increasing by \$1,922.00 from 2026. The resolution regarding the increase was attached. This is due to one of the

counties leaving the membership. Legislator Ciotoli added that ST8 is going to use some of their reserve to offset the additional cost and split it up; stating that we receive quite a bit of assistance from this group making it worth continuing to pay the dues.

- Refuse & Garbage – No changes to this budget. Dr. Pratt receives grant funds to offset her position.

Ms. Woodburn reported we no longer budget for the Snowmobile Grant Program. Payment to the clubs will be made by resolution going forward.

III. OLD BUSINESS/NEW BUSINESS

A. Reports

1. Tioga County Tourism – Monthly report previously emailed. Ms. Maffei, Tourism Director, reviewed her monthly report, highlighting the America 250 events, updating the events calendar software, USDA Rural Business Development Grant Application submitted, and the Big Boy Train event.
2. Tioga County Soil and Water Conservation District – No report provided this month.
3. Tioga County Cornell Cooperative Extension – Monthly report is in the packet.

B. Grants

1. Active Grants – See attached EDP Grant Tracking spreadsheet. Ms. Woodburn highlighted the following:
 - a. ESD Regional Council Capital Funds Request – 48-50 Lake Street, Owego – This is the redevelopment project where ED&P is in partnership with the Land Bank and the IDA. The grant application has been submitted. The request was for a little over 1.2 M. It was decided a technical assistance resolution was not necessary. The award announcement may not be until December.
 - b. NYS Snowmobile – Phase II is about receiving the required application materials; budget forms, trail updates, changes, and maintenance. This documentation is due September 1st. Ms. Woodburn distributed the Environmental Assessment Form and proposed trail changes for 2026-2027. These changes will also be reviewed by the County Attorney. Any trail changes require a SEQRA Determination resolution declaring the Legislature as Lead Agency, stating there is no significant adverse environmental impacts and authorizing the Legislative Chair to sign the form. Ms. Woodburn also reported that the County has received the 30% grant award for distribution to the snowmobile clubs. A resolution is required to accept the funds and modify the budget for disbursement. Both resolutions are listed below.
 - c. NY Main Street – 54 North Avenue, Owego – This grant application for \$193,500.00 to renovate 54 North Avenue has been submitted. The award announcement may not be until December.
 - d. FASY NY – Track C – Ms. Schnabl and Ms. Yelverton are finalizing the grant application on behalf of the IDA to acquire industrial property in Lounsberry.
 - e. OPRHP EPF – Northern Tioga Rail-with-Trail Project – The grant agreement documentation has been sent to the State and ED&P is anticipating the draft

agreement to be issued next month for signature by the IDA. The IDA also applied for ARC Funds and are confident we will get another \$150,000.00 making the preliminary engineering study fully funded.

- f. Vacant Rental Program – The guidelines and application is up on the Land Bank website and applications are being accepted. This is the program that the Land Bank was awarded \$750,000.00 for landlords with a small portfolio of apartments to upgrade or build new apartment units. Ms. Patton has received interest and is working through some applications.

Not on the agenda, Ms. Woodburn reported a letter was recently received regarding the additional \$218,750.00 of Microenterprise Program funds has been awarded. A resolution is listed below to accept the funds, modify the budget and authorize the Legislative Chair to sign the grant paperwork which is due in 20 days.

C. Economic/Community/Workforce Development

1. Susquehanna Heritage Area (SHA) Master Plan – A resolution is listed below for consideration to provide an additional \$5,000.00 match from the Economic Development Budget to the SHA Master Plan update. ED&P already paid a \$5,000.00 match in December 2025, the other \$5,000.00 was supposed to come from the Tioga County Tourism Budget making a total of a \$10,000.00 cash match. Due to budget constraints, Tourism cannot make this match payment. Upon reviewing the ED&P budgets, Ms. Woodburn reported having the ability to cover this additional match. This committee agreed to support this resolution to move forward.
2. Tioga County Foundation Coalition – Ms. Norton has been working with the Tioga County Chamber to hold a funding panel on August 6th, 1:00PM – 3:00PM at the Owego Apalachin School District board room for non-profit organizations interested in upcoming foundation application rounds. There are seven foundations as panelists and about 20 non-profit participants signed up to learn about the upcoming foundation cycle.
3. ARC Ready Local Governments – This is the program Town of Berkshire completed to update their Master Park Plan for George Smith Park. This program has just been released again, and the Village of Candor will be applying. They will have to go through a series of training opportunities to complete. Once completed they will be able to apply for a \$50,000.00 grant.
4. CDBG Public Facilities – Stone House floor plan layout – The existing and proposed floor plan has been completed and are now working with the engineer to get the cost estimate for the build out.
5. Apalachin Hotel site visit – This is the hotel behind the Comfort Inn in Apalachin. There has been a new owner for a few years and they have been self-funding the improvements so far. The owner is looking to work with the County or Non-Profit Agencies to provide different housing opportunities for Tioga County residents. Ms. Woodburn and Ms. Myers toured the property as well as several non-profits, Tioga Opportunities, and the New Hope Center. Mr. Mullen, Director of Veterans Services, could not attend but was on the call after the tour because there is

interest in potential Veterans Housing. Ms. Woodburn will keep this committee updated on the progress of this project, adding that there are about 51 rooms, some could be transitional housing, some for low-mod housing. The property owners are open to options and are looking for any available funding opportunities.

6. Leadership Tioga Presentation – Ms. Yelverton attended and presented for ED&P at Leadership Tioga in July.
7. 48-50 Lake Street, Owego Redevelopment Project – ED&P is focused on getting the grant request in and working on getting some existing grants for the project transferred into the Land Bank’s name. The scope of work and bid specs for the first phase of roof replacement and brick repointing is being finalized. Possible bid to go out in the fall with work beginning in the spring.
8. NY Forward – Village of Waverly – Going out to bid in the fall for phase I of their public projects which is for the pickleball court, basketball court and splash pad. This project is moving along.

D. Planning

1. 239 Reviews – None
2. ST8 Planning Director – ARC Review Committee – All the Planning Directors for the counties that are part of Southern Tier 8 sit on the ARC Review Committee. They help select pre-applications and recommend projects to move forward to the full application. The Village of Waverly has a pre-application in and will likely move forward for engineering and design work to hire a hydrologist to help make future improvement to their water system. They currently have limited capacity and anticipate drawing on more of that capacity in the next few years.

E. Sustainability Management

1. Tioga County Debris Management Plan – Dr. Pratt continues to work on this plan. There will be more updates after the next committee meeting.
2. 3rd Annual Pumpkin Smash Event – This event is scheduled for November 7th and the plan is to hold it at the Tioga County Fairgrounds. A resolution is listed below for consideration to have an MOU put in place between the Fair Board and Tioga County.
3. Town Cleanup Events – Dr. Pratt is collaborating with local municipalities to incorporate e-waste collection in their annual clean up event. The Town of Nichols will likely hold their cleanup event in October.
4. 2026 YTD –

a. Paid to Broome County	2026	2025
i. HHW	\$ 3,916.75	\$11,239.55
ii. E-Waste	\$ 462.00	\$ 1,006.25
b. Towns/County(E-waste)	\$ 457.52	\$ 1,167.25

F. IDA

1. HUD “Small Cities” Loan Funds – As discussed before, Ms. Woodburn mentioned that Tioga County has just under \$800,000.00 in a HUD CDBG Small Cities Program

Fund which is designated as revolving loan funds. In recent years, the IDA has administered this program on behalf of the County. Since being used for loans during COVID Loans, which have all been repaid, there has been limited use for these funds. There has been discussion with the IDA Board about revising the loan program guidelines to be a community revitalization loan program. This is similar to STREDC's most popular loan program that gets a lot of use to provide gap-financing for redevelopment for downtowns. This program pairs well with Restore NY, NY Main Street, DRI and NY Forward Projects. Ms. Woodburn distributed the new drafted guidelines. The guidelines have been shared with our HUD representative, and they seem to be in line with CDBG and HUD requirements but will leave it up to local discretion. The IDA has approved the revised guidelines, and we are now looking for approval from the County. A resolution is listed below. The committee asked for one revision; that projects outside "downtown" be considered. Ms. Woodburn agreed to add some flexibility in the language and resend. The IDA will meet tomorrow afternoon.

2. Town/County PILOT Projections – Ms. Schnabl is working on PILOT projections for the Town and County. She is waiting on the school tax rates to complete them.

G. Land Bank

1. 121 Providence Street, Waverly – This property will be listed very soon, the Land Bank settled on a listing price of \$195,000.00.
2. 247 Main Street, Owego – There has been progress on the project. Demolition of the non-historic additions has been completed and there has been some additional foundation work. The Land Bank just awarded the full renovation contract to Clearview Door and Window. They did the work on 81 North Ave.
3. Community Foundation of South-Central NY Women's Fund – The next construction class for women is tentatively scheduled for September 2026.

IV. **PERSONNEL** – Nothing to report.

V. **RESOLUTIONS**

H04-Authorize Legislative Chair Signature on MOU with Tioga Co Fair Board

H30-Modify Snowmobile Grant Program Budget for 30% Award Disbursement to Snowmobile Clubs

H35-SEQRA Consideration for NYS Office of Parks Recreation Historic Preservation 2026-2027 Snowmobile Trails in Aide Program Phase II Application

H40-Authorize Additional TCEDP Cash Match for Susquehanna Heritage Area Management Plan

H41-Authorize Revised HUD CDBG Small Cities Loan Program Guidelines

H43-Accept Additional CDBG Microenterprise Funds and Modify Budget

After reviewing the above resolutions, Legislator Ciotoli asked this committee for support to move the resolutions forward. The vote to support the above resolutions follows:

Legislator Ciotoli – yes
Legislator Flesher – yes
Legislator Brown – yes
Legislator Cantella – yes

VI. PROCLAMATIONS - N/A

VII. ADJOURNMENT

With no further topics of discussion or questions, the meeting was adjourned at 1:55 P.M.

Respectfully Submitted,
Linda Sampson
Administrative Assistant, Economic Development & Planning

Grant Tracking Spreadsheet
EDP Legislative Committee Meeting
August 4, 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	NYS Snowmobile	Snowmobile grant program for 5 clubs in Tioga County	Phase II due Sept. 1st	TBD	Annual
3	Tioga County	CDBG Public Facilities – Catholic Charities	Mobile food truck, community kitchen, food rescue program	Project in process	\$ 243,533.00	#63-25
4	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
5	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
6	Tioga County	2026 Municipal Waste Reduction and Recycling	Funds to expand and implement waste reduction strategies	Program in process	\$ 60,400.00	#312-25
7	Tioga County	CDBG Microenterprise program	Provides funding for small businesses with < 5 employees	Program in process	\$ 212,500.00	#351-24
8	Tioga County	CDBG Microenterprise program – Renewal	Provides funding for small businesses with < 5 employees	Application submitted	\$ 218,750.00	#63-26
9	Tioga County	NY Main Street	Rehabilitation funding for 54 North Avenue, Owego	Application submitted	\$ 193,500.00	#295-26
10	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	V. Owego	NY PLAYS	Funding for purchase and installation of playground equipment at Hyde Park.	Application submitted	\$ 264,012.00	#296-26
9	TCLDC	USDA RBDG	Tourism Marketing Business Technical Assistance	Application submitted	\$ 95,000.00	#296-26
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 IJJA	Northern Tioga Rail-with-Trail Pre-Engineering project	Application submitted	\$ 150,000.00	NA
13	TCIDA	FAST NY Track C - Lounsberry area sites	Pre-engineering and aquisiton funds 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) Operations	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	ESD Regional Council Capital Funds	Rehabilitation of 48-50 Lake Street, Owego	Application submitted	\$ 1,226,360.00	NA
18	TCPDC	Vacant Rental Program	Repairs and rehabilitation of vacant rental units	Grant Agreement	\$ 750,000.00	NA