

# **Conservation Advisory Council | City of Newburgh, New York**

The Heritage Center, 123 Grand St., Newburgh, NY 12550

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## **Council Members:**

Chuck Thomas | Chair

Ronald Zorrilla | Incoming Chair / NRI

Andrew Murphy | Treasurer

Betty Bastidas | Climate Smart

Gail Fulton | Parks

Marianne Marichal | Urban Forest

Mark Sanchez-Potter



## **Conservation Advisory Council**

**Minutes of Meeting**

**November 6, 2023**

**6:30 p.m. – Hall of Fame Building**

### **• Roll Call**

**Present:** Chuck Thomas, Chairperson, Betty Bastidas,  
Gail Fulton, Marianne Marichal,  
Mark Sanchez-Potter, Ronald Zorrilla

**Absent:** Andrew Murphy

**Also Present:** Tallie Carter, Assistant Corporation Counsel,  
J.K. Gentile, Secretary

**Guests:** Anusha Mehar, Julia Raskin

**Meeting called to order 6:36 p.m.**

- Public Comment on Agenda Items**  
None

### **Projects**

#### **Site Plan Review**

**533 Broadway**

**Owner:** James J. Clark

**Applicant:** James J. Clark

James Clark appeared before the Council and gave an overview of the proposed project.

The CAC reviewed the Coastal Assessment Form.

The CAC determined that this project is consistent with the LWRP.

Mark Sanchez-Potter made a motion to accept the Coastal Assessment Form  
Gail Fulton seconded the motion.  
The motion passed unanimously.

- **Environmental Justice Fellows 2023 Program**

Kathy Lawrence and fellows were unable to attend this month's meeting.  
Update not available.

- **“Newburgh Wants a Park” presentation.**

Anusha Mehar and Ms. Bastidas presented an overview of a recently authored policy brief. They requested the CAC to provide a “peer review” that cosigns its recommendations. They will submit the policy brief document for the CAC review.

Ms. Mehar said the policy brief and findings will be a presentation only to the City Council at the January 4, 2024 work session.

Per Assistant Corporation Counsel, the CAC may review and provide feedback when the policy brief is received. Then the CAC can determine all necessary information to give feedback, etc.

The Assistant Corporation Counsel said once the policy brief is available for review, the CAC is welcome to collect all necessary information to give feedback, discussion points and decide collectively as an advisory council in a public meeting what to incorporate into a peer review.

The Chairperson said on November 9, 2023 there is an update from the DEC, “protect the wetlands and streams” via Zoom meeting at 1-2:30p.m. and “wetland regulation changes” December 14, 2023 via Zoom meeting.

## **Administration**

- **Re-Appointments**

The Assistant Corporation Counsel reported; the city will be posting the

notice of vacancy seats on the CAC advisory board this week; Chuck Thomas Andrew Murphy and Ronald Zorrilla term expiration is 11/30/23. Marianne Marichal, who fulfilled Robert Sancez position, term expires 11/30/23; the deadline to submit an application will be the first week of December, date to be determined and noticed and the appointments will be made at the first council meeting in January 2024.

The Assistant Corporation Counsel asked that the CAC be mindful of council conduct; due process is a serious matter and holding discussions over emails with all CAC members is a virtual meeting and is not allowed. She reminded the CAC that 72-hour notice is necessary to provide the public with an agenda and that all supportive information and material needs to be submitted within the time deadline referenced in the governance calendar. She reminded the CAC of email signatures representing their position as a public officer and to limit those signatures to CAC correspondence only.

- Approval of minutes

Mr. Zorrilla requested the minutes include the information that the city applied for an Orange County grant to put in pathways at the Consolidated Iron Site.

The Chairperson requested the minutes reflect the request for the heritage Center code to access the internet during CAC meetings.

The council approved the minutes unanimously, subject to the changes discussed.

- Monthly Financial Report

Mr. Murphy was not present to give an update on the current finances.

The Assistant Corporation Counsel requested that the Treasurer submit his financial report by the deadline to distribute appropriately for review.

The council reviewed each line of the 2023 budget for accuracy and status. Mr. Zorrilla requested a status on the Davey Tree Keeper subscription.

- Volunteer Hours -tracking and reporting

The Chairperson asked the Council to report their hours weekly using the volunteer tracking spreadsheet.

- **2024 Budget**  
The Assistant Corporation Counsel reported; the City Council budget hearing is scheduled on November 13, 2023; the City Manager has included in his budget for City Council the proposed budget from CAC; City Council will vote to approve the 2024 budget at the November 27, 2023 meeting. She recommended holding a strategic 2024 budget discussion at the CAC January meeting.

## **Old Business**

- **Consulting Arborist**  
David Eylers was not present to give a status report.
- **NYSDEC Urban and Community Forestry Grant.**  
The Chairperson said the grant application is not available yet.
- **Tree City U.S.A. application -due December 1, 2023.**  
Ms. Marichal said it is not a grant as stated on the CAC agenda, that it is an application to be a Tree City U.S.A. for the nineteenth year and that she will begin working on the application.
- **CAC webpage on the City of Newburgh website**  
The Assistant Corporation Counsel reported that she is working with the IT Department. CAC is to provide in writing the changes it requests to the CAC webpage.
- **CAC 2022 annual report**  
The Chairperson requested a discussion scheduled for the CAC December meeting regarding the CAC 2022 annual report. The Chairperson and Mr. Zorrilla are drafting the 2023 annual report for the CAC to review and revise.

The Assistant Corporation Counsel recommended that the CAC 2022 report include the work performed in 2023 to bring the reports current.

- **On-going Updates**

## **Sub-Committees:**

- **Urban Forestry Sub-Committee**  
Ms. Marichal reported:

- 1) Total trees planted = 70
  - 2) 2024 tree planting locations scouted with the Environmental Justice Fellows.
  - 3) NYS Grant opportunity deadline 1/31/24. Must apply to the City for approval with the 1/31/24 date in mind.
  - 4) Part time Arborist RFP to be posted early 2024 with recommendations from George Profeus to add more days to the contract to assist with tree delivery, plantings and training.
  - 5) Ms. Marichal reported that the date for the Christmas Tree Mulching Event for January 2024 is pending confirmation.
  - 6) The Citizen Pruner's Workshop has been postponed until March 2024.
  - 7) Ms. Marichal will update the tree planting spreadsheet and then send it to the Assistant Corporation Counsel.
- Consolidated Iron Site/People's Park-Landscaping Recommendation  
The Assistant Corporation Counsel reported that the City received an Orange County grant for \$5,000. to make various improvements including pathways.
  - Newburgh Climate Ready Sub-Committee  
Mr. Zorrilla reported that the Heating and Cooling Pumps Campaign will launch early in 2024; website contract is pending approval, and the full, overall plan will be presented to the CAC and then to the City Council in January 2023. He said when the scoping document is submitted to NYSEDA, the participants applying for building permits to install the pumps will count toward the campaign.
  - DEC Natural Resource Inventory Grant -Kick Off  
City Planner, Jonathan Midler, held a kick off meeting including all the members of the work group: Hudsonia, Vassar College, Orange County Department of Planning and HR Estuaries. The City Planner will coordinate all meetings.
  - Restoration Advisory Board /Stewart Air National Guard Water Project  
The Chairperson said the October 25, 2023, at the Newburgh Armory was successfully attended and Mr. Zorrilla produced a great video interviewing each of the presenters.
  - LWRP Update – Locally Adopted on 7-10-17  
The Chairperson said there are no current updates.

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- Tree Permit -Local Code Revision.  
The Assistant Corporation Counsel said a draft is being reviewed.
- EPA Enhanced Air Quality Monitoring for Communities  
No current updates.
- Holtech -Radioactive wastewater  
No current updates.
- CSX Underpass  
The Assistant Corporation Counsel said the beautification plans will be available for review at the December 2023 CAC meeting.

**Upcoming events:**

None

• **Calendar of Upcoming events (webinars, training, community events)**

- 10-10-23 City Council Meeting
- 10-07-23 Quassaick Creek Festival/ Patio Restaurant,  
1p.m.-4p.m.
- 10-10-23 Architectural Review Council Meeting
- 10-11-23 Transportation Advisory Committee Meeting
- 10-13-23 Greater Newburgh Parks Conservancy Meeting
- 10-16-23 Arts & Cultural Commission Meeting
- 10-17-23 Planning Board Meeting
- 10-23-23 City Council Meeting
- 10-24-23 Zoning Board of Appeals Meeting
- 10-25-23 Restoration Advisory Board Meeting
- 10-25-23 Newburgh Clean Water Project Facebook Event
- 11-13-23 City Council Meeting/2024 Budget Hearing
- 11-20-23 Newburgh Quassaick Creek Watershed Alliance  
meeting at Mount Saint Mary's College, 5p.m.

• **Public comment on general CAC non-agenda items:**

None

**Mark Sanchez-Potter made Motion to Adjourn**

**Betty Bastidas seconded.**

**The motion passed unanimously.**

**Meeting concluded 8:29p.m.**