

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

Gail Fulton

Zachary German

Chris Knasiak

Lesly Mejia

Mark Sanchez-Potter

Justin Rider



Conservation Advisory Council

Minutes of Meeting

April 7, 2025

6:30 p.m. – Heritage Center

- **Roll Call**

Present:

**Chuck Thomas, Chairperson, Gail Fulton,
Zachary German, Chris Knasiak, Lesly Mejia
Mark Sanchez-Potter, Justin Rider**

Also Present:

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

Guests:

Marianne Marichal

Meeting called to order 6:39p.m.

- **Public Comment on Agenda Items**

Marianne Marichal spoke on her availability to volunteer for the CAC.

Administration

- **Approval of Minutes -March 2025**

The Chairperson made a motion to accept the March Minutes.

Zachary German seconded the motion.

The motion passed unanimously.

- **Monthly Financial Report – The Secretary reported the Tree Keeper subscription had been paid.**

- **2025 CAC Budget and Action Plan - The Assistant Corporation Counsel provided a breakdown of the \$67, 050. CAC budget and the associated activities for the Council's review.**

- Volunteer Hours: Tracking and reporting – The Chairperson continues to encourage all members to report their 2024 and 2025 hours onto the Google tracking sheet. Total volunteer hours for the month of March: The Chairperson/5 hours, Ms. Fulton/12 hours, and Mr. German 5 hours.
- Annual Disclosure and Training – The Assistant Corporation Counsel reported the link to the 2025 training videos is forthcoming.
- 2024 Annual Report – The Board discussed finalizing the annual report and submitting a final draft by 4/28/25 in preparation of the May CAC meeting. Mr. Sanchez-Potter to submit the final draft.

Old Business

- NYSDEC Urban and Community Forestry Grant - The Assistant Corporation Counsel presented a draft version of the RFP for CAC review and approval.

Chris Knasiak made a motion to accept the RFP
 Gail Fulton seconded the motion.
 The motion passed unanimously.

- Resolution to request the waterfront plan for Con Iron and incinerator/sewer plant areas. Mr. Sanchez-Potter to draft a letter for the May meeting.
- Quassaick Creek and Schleiermacher Park -The Assistant Corporation Counsel requested a letter of support be submitted for the enlistment of the city to assist with the clean-up effort.
- CSX Underpass Beautification Plan – The Assistant Corporation Counsel reported that she will follow up for status of completion.
- Environmental Justice Fellows Program - The Assistant Corporation Counsel reported that the Greater Newburgh Parks Conservancy will not enter into a vendor service agreement with the City. The CAC discussed enlisting volunteers from the city's local colleges and the Assistant Corporation Counsel said she will circulate a job description for CAC review at the May meeting.

- **On-going Updates**
Sub-Committees:

- Urban Forestry Sub-Committee.

- 1) Tree City Luncheon March 27, 2025 -Ms. Knasiak and Ms. Fulton attended. Ms. Knasiak obtained tree care maintenance manuals in English and Spanish from the event for CAC review with a request to order more as giveaways for outreach activities.

Chris Knasiak made a motion to order manuals and flyers.
 Gail Fulton seconded the motion.
 The motion passed unanimously.

- 2) Arbor Day 2025 event- The CAC discussed the April 25, 2025 event; with the assistance of the DPW, 10a.m. start at 300 Broadway for a tree planting, 11a.m. the event will move to North Street Triangle Park to plant two trees and install the 20th anniversary Tree City USA sign, and five additional trees will be planted on Broadway.
 - 3) Spring Tree Planting- Ms. Knasiak proposed 5 locations on Prospect Street that had been selected by the city arborist in 2024 for tree plantings.
- Newburgh Climate Ready Sub-Committee-Zachary German reported four actions have been completed. The Assistant Corporation Counsel reported she will follow up on the status of the website and is currently working on two top priorities: NYSERDA Pace Financing and water smart landscaping.
 - DEC Natural Resource Inventory Grant - The Assistant Corporation Counsel reported the survey necessary for the public outreach component is near completion and the Newburgh NRI website is currently under draft.
 - Restoration Advisory Board /Stewart Air National Guard Water Project -The Chairperson reported that the New Windsor supervisor has become involved in the meetings and funding looks stable.
 - LWRP Update – Locally Adopted on 7-10-17 -No update to report.
 - Tree Permit -Local Code Revision -No update to report.
 - **Calendar of Upcoming events (webinars, training, community events)**
 - 4-08-25 Architectural Review Council Meeting
 - 4-11-25 Greater Newburgh Parks Conservancy Stakeholders Meeting
 - 4-12-25 Downing Park Spring Clean Up 9a.m. to 12p.m.
 - 4-14-25 City Council Meeting
 - 4-15-25 Planning Board Meeting
 - 4-22-25 Zoning Board of Appeals Meeting
 - 4-25-25 Arbor Day 2025
 - 4-28-25 City Council Meeting

Public comment on general CAC non-agenda items

Marianne Marichal commented on the upcoming April 12, 2025 Downing Park Conservancy Spring Clean Up , April 21, 2025 Quassaick Watershed Alliance monthly meeting, May 3, 2025 Riverkeeper Riversweep Event, and June 7, 2025 Greater Newburgh Parks Conservancy, “Green Up Newburgh” Event at Tyrone Crab Park.

Mark Sanchez-Potter made Motion to Adjourn

Gail Fulton seconded.

The motion passed unanimously.

Meeting concluded at 8:04p.m.