

Conservation Advisory Council | City of Newburgh, New York

The Heritage Center, 123 Grand Street, Newburgh, New York 12550

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Council Members:

Chuck Thomas, Chairman

Marcel Barrick

Kippy Boyle

Karen Eberle-McCarthy

Gail Fulton

Alison Filosa

Genie Abrams



Conservation Advisory Council Minutes of Meeting November 21, 2019 – 6:30 PM

1. Roll Call

Present: **Chuck Thomas, Chairperson, Kippy Boyle, Gail Fulton, Karen Eberle-McCarthy, Marcel Barrick, Genie Abrams, Omar Balbuena-Palma (Secretary)**

Excused: **Alison Filosa**

Guests: **Derek Day, Victor Cappelletti, Liana Hoodes, Kathy Lawrence**

2. Greater Newburgh Parks Conservancy Collaboration on City Trees (Kathy Lawrence)

Kathy Lawrence and Liana Hoodes, from the Greater Newburgh Parks Conservancy (“Parks Conservancy”), appeared before the CAC. Ms. Lawrence gave an overview on the status of the Parks Conservancy. She said the intent is to obtain an equal amount of representation from each ward of the City of Newburgh and they are finalizing the establishment of a Board of Directors. She said the Parks Conservancy’s goal is to collaborate with different Boards/Commissions etc. for support and fund raising. She said to better understand how the Parks Conservancy may assist the CAC, she asked for a clarification of the role of the CAC.

The Chairperson said the CAC was enacted by local law in 2013 and integrated the former Waterfront Advisory Committee and Shade Tree Commissions. He said the purpose of the CAC is to act as an advocate for all of the City’s natural resources, including open spaces, wetlands, drinking water sources, the urban forest, coastal areas and air quality. He said the CAC serves in advisory capacity to the Planning Board in this fashion and also coordinates tree plantings/removals with the Department of Public Works for trees within the public right of way or the Historic District. He said the CAC is currently looking for new members and members of the Parks Conservancy would be welcomed.

Ms. Boyle said the CAC needs new volunteers and suggested that the Parks Conservancy may assist by helping to spread the correct process for tree planting to the public. She asked for the intent of the Parks Conservancy for greenspace within the City.

Ms. Lawrence said the Parks Conservancy has a sub-committee working to define the word “Greenspace.” She said the goal is to either develop or conserve the existing greenspace; she said a balance between the two is ideal. She said the Parks Conservancy members are all volunteers and they are intending to start with small projects for now.

Ms. Hoodes said the next Parks Conservancy meeting is on December 6, 2019 beginning at 10:00 a.m. at Gritworks. She said the public is invited and the CAC is encouraged to attend. She said the CAC appears to need a dedicated arborist on call.

The Chairperson said the cost for a full-time Arborist was always added to the CAC budget but it was unfortunately never funded. He said the cost was added to the 2020 budget and is pending a determination from City Council.

The Chairperson moved the Site Plan review for Coastal Consistency at 639 Broadway forward on the agenda.

3. Site Plan Reviews

- **639 Broadway**

Victor Cappelletti from Newburgh Commercial Development Corp. and Derek Day, Project Engineer from Day and Stokosa Engineering, PC, appeared before the CAC.

The Project Engineer gave a brief overview of the project and highlighted the following:

- Proposing law office as tenants at the front of the building;
- Proposing eight commercial (8) units in total;
- Planning for one of the units to accommodate a restaurant/kitchen;
- Proposing approximately 100 parking spaces;
- Rear building to be rebuilt for the Graft Cider business;
- Site plan includes streetscape standards;
- Site needs to be re-graded;

Ms. Boyle confirmed a sidewalk with trees will be added along Little Britain Road.

The Chairperson said the Applicant should look to control run-off by installing a bioswale on site.

Mr. Barrick said the projects for Crystal Run and the Hampton Inn are good examples to follow.

Ms. Boyle said plantings and shrubbery should be added where possible. She asked for a clarification on the parking lot material.

Mr. Cappelletti said they are intending to use permeable black asphalt for the parking lot. He said the existing concrete pad in between the buildings will be converted into a patio area utilizing permeable pavers complete with seating for the public. He said the existing fences will be removed.

The CAC reviewed the revised Coast Assessment Form and confirmed it was consistent with the LWRP.

The Chairperson said a comment letter will be forwarded to the Planning Board for consideration.

4. Administration

- **Approval of Minutes from October meeting**

The October minutes were approved.

Motion by: Genie Abrams

Seconded by: Gail Fulton

The motion passed unanimously.

- **Monthly Financial Report**

Mr. Barrick submitted a receipt for the Water tank purchase.

The Secretary said he will submit the receipt to the Comptroller's Office. He said the CAC has \$4,142.96 available on the Tree Planting and Maintenance line and although the CAC has sufficient funds to cover the remaining subscription fees for Treekeeper, the Comptroller's Office informed him that the CAC may not use funds from the 2019 budget to pay for the 2020-2021 subscription.

Mr. Thomas said the CAC should look to spend the remaining funds available in the budget.

The CAC members discussed the allocation of the remaining funds.

Mr. Thomas said two (2) tablets should be purchased with the funds. He asked the Secretary to obtain a quote from the IT Department for a data plan with each tablet.

Ms. Boyle said she could purchase approximately 30 Stakes and 15 watering bags for upcoming tree plantings.

Ms. Eberle-McCarthy said the Arborist, Jack Powell, should be paid for his services. The Secretary said he will request an invoice from the Arborist later.

- **CAC Appointments**

The Chairperson said the CAC membership terms for Mr. Barrick, Ms. Boyle and Ms. Eberle-McCarthy will expire soon and they have chosen to assist the CAC in a limited role until a replacement is found. He thanked them for their service.

Ms. Boyle asked the CAC for assistance in responding to the grant application questions. She asked them to send her a response via e-mail. She said the City Council is currently discussing the 2020 budget and excused herself from the CAC meeting. She left the CAC meeting to attend the City Council meeting.

- **CAC Meeting date**

The CAC members discussed an alternative meeting date for the regular meeting of the CAC. They agreed to revert the regular meetings back to the first Thursday of the month.

- **Submit Monthly Volunteer Hours**

CAC members submitted their volunteer hours to Ms. Fulton.

The Chairperson said there are little to no updates left on the agenda.

Mr. Barrick said the Restoration Advisory Committee members will be determined by December.

The Chairperson asked for a motion to adjourn the meeting.

5. Motion to Adjourn

Motion to Adjourn: Genie Abrams
Motion Seconded: Marcel Barrick
The motion passed unanimously.

Meeting Adjourned at 8:30 p.m.

RECAP OF ACTION ITEMS FOR OCTOBER (Balbuena)

- The Secretary will:
 - o Add TreeKeeper link to the CAC homepage for the benefit of the public;
 - o Contact the Arborist for any outstanding invoices for payment;
 - o Obtain a quote from the IT Department for a data plan for each tablet;
- The Chairperson will forward a comment letter to the Planning Board regarding 639 Broadway by December 17, 2019;
- Ms. Boyle will forward an invoice for the purchase of gators/stakes;
- CAC members will submit responses to grant application to Ms. Boyle;
- Next meeting date for CAC will be on December 5, 2019 @ 6:30 p.m. in the Heritage Center.

CONSERVATION ADVISORY COUNCIL PROJECT REVIEWS*

2019 Project Reviews by CAC

1/3	82 Bridge Street	7/25	12 Front Street
2/7	43 Beacon Street	7/25	1 S Colden Street
3/21	260 Liberty Street	8/15	188 Grand Street
4/18	Kaplan Water Street Redevelopment Project	10/17	Kaplan Water Street Redevelopment Project
7/25	297 Grand Street	11/21	639 Broadway

2018 Project Reviews by CAC

1/5	286 Grand Street	5/3	2 Nicoll Street
2/1	5 Scobie Drive	8/2	120 Front Street
3/1	136 Lake Street		

2017 Project Reviews by CAC

1/5	182 Fullerton Ave. (Central Hudson)	4/6	123 Montgomery Street
2/2	Mill Street Bridge	5/4	35-37 Broad Street
3/2	First Street Streetscape Improvements	6/1	640 Broadway
3/2	1 Park Place	9/7	603 Broadway
3/2	100 Third Street	10/5	Sunset Ridge
4/6	73-85 Grand Street	12/7	27 S. Water Street
4/6	98 Grand Street		

2016 Project Reviews by CAC

1/7	198 S. Robinson	4/5	GPI Site Plans for Liberty St.
2/4	Carpenter Ave.	6/20	Mill Street Partners – Mid Broadway Site
4/7	2 Nicoll Street	7/25	New Windsor Hospitality
9/1	Steelways		

*See archives for prior years