

Conservation Advisory Council | City of Newburgh, New York

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

Phone: (845) 569-7383 e-mail: conservation@cityofnewburgh-ny.gov

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

April 3, 2023

6:30 p.m. – Heritage Center (123 Grand Street)

- **Roll Call**

Present: Chuck Thomas, Chairperson, Betty Bastidas,
Gail Fulton, Marianne Marichal, Andrew Murphy,
Ronald Zorrilla

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

Guests: Anusha Mehar

Absent: Mark Sanchez-Potter

Meeting called to order 6:37 p.m.

2023 Governance Calendar made a matter of record.

- **Public Comment on Agenda Items**

None

- **Presentation -The Sanctuary Healing Garden at Crystal Lake**

Anusha Mehar and Betty Bastidas

Using a slideshow presentation, Ms. Mehar and Ms. Bastidas gave an overview of the history, relationship to environmental justice and future plans. Ms. Mehar said the initial ask to the City of Newburgh is designating the land as a park. She said she invites the CAC to become a community partner.

Mr. Murphy asked if the Zoning designation as a Conservation Development District helps with the initial request to designate the land as a park.

Ms. Mehar said her opinion is the Zoning designation does help to support the proposal especially since development projects have been entertained for that land and have not been accepted. She said the first step in preparation of the proposal was initiating a land survey.

Ms. Bastidas said they propose a meeting with the City to discuss next steps.

The Assistant Corporation Counsel recommends the City's Parks Committee become more involved. She said it is important to complete the land survey. She said the CAC cannot become a community partner while fundraising is being conducted and the City Council has not yet voted on the initiative.

Administration

- **CAC 2022 Annual Report**

The Assistant Corporation Counsel asked to discuss the Greater Newburgh Parks Conservancy (Environmental Justice Fellows/EJF) service agreement assisting the CAC with the Spring 2023 planting.

Ms. Marichal said that the plan was to have the EJF participate in the Spring 2023 planting, yet the EJF program is not up and running.

The Assistant Corporation Counsel asked to be more descriptive in describing what the EJF specifically did in 2022.

Ronald Zorrilla made a motion to accept the CAC 2022 Annual Report subject to adjustments and edits.

Betty Bastidas seconded the motion.

The motion passed unanimously via roll call vote.

- **2023 Tree Planting Plan**

Ms. Marichal spoke about the changes made to the plan for the Spring 2023 Planting: Broadway tree pits for Arbor Day, the proposed sites on Renwick Street and finally the proposed sites for Wisner Avenue.

The Assistant Corporation Counsel discussed the timetable to purchase the trees and the needs for Arbor Day.

Ms. Marichal said 3 quotes have been submitted for review 4/3/23.

The Assistant Corporation Counsel said the CAC will purchase the trees and the DPW will plant on their schedule, with the exception of the Arbor Day tree planting on Broadway April 28, 2023.

- 2023 Action Plan and Budget
The Council discussed the omissions in the 2023 Action Plan: Newburgh Climate Ready, Natural Resource Inventory, 2023 Arborist RFP, Chairperson transition and Ash Tree Injections.
- Approval of minutes -March 6, 2023
Ronald Zorrilla made a motion to approve the March 6, 2023 minutes. Gail Fulton seconded.
The motion passed 5-0 via roll call vote (1 member anonymously abstained)
- Approval of minutes -March 22 2023 Special Meeting
Ronald Zorrilla made a motion to approve the March 6, 2023 minutes. Gail Fulton seconded.
The motion passed 5-0 via roll call vote (1 member anonymously abstained)
- Monthly Financial Report
Mr. Murphy said there are no expenses to account for. He said he revised the financial spreadsheet and will send it to the Council members.
- Volunteer Hours -tracking and reporting
Committee discussed updating the tracking sheet.
- “Approved Street Trees for the City of Newburgh”
The Chairperson said there are currently two lists. He said the approved list to use is the one that has been coordinated with the City of Kingston and the Urban Forestry Council.

Projects

None.

Old Business

- **NYSERDA Grant**
Grant has been awarded to the City of Newburgh. Mr. Zorrilla said the next steps are the Newburgh Climate Ready updates.
- **Tree City USA Arbor Day Event -April 28, 2023**
Discussed earlier with the Tree Planting Plan.

New Business

- **RFP for 2023 Arborist**
The Chairperson said a draft RFP has been submitted for review.

The Assistant Corporation Counsel said it is close to completion pending outstanding questions.

Ms. Marichal acknowledged and is waiting for the CAC members to review and assist in answering the pending questions.

The Council discussed and addressed the questions:

1. Who handles the 811 call outs? DPW
2. Are there landscape plans that the CAC oversees? No
3. Would the consulting arborist make any structural repairs? No

The Assistant Corporation Counsel will finalize the RFP draft and forward it to the members for review.

On-going Updates

- **DEC Natural Resource Inventory Grant -RFP & Utilization Plan –**
RFP has been posted.
- **Newburgh Climate Ready sub-committee**
Mr. Zorrilla said the resolution to create a task force is on the City Council work session agenda for 4/6/23.
Mr. Zorrilla asked the Assistant Corporation Counsel if an email may be created, climate@cityofnewburgh.org, when the task force is approved.
The Assistant Corporation Counsel said yes.
- **Urban Forest Update**
Discussed earlier with the Tree Planting Plan.

- LWRP Update – Locally Adopted on 7-10-17
No updates.
- Restoration Advisory Board /Stewart Air National Guard Water Project
The Chairperson said the next meeting is scheduled for 5:30p.m., April 26, 2023 at Wireworks. He said once an agenda is available he will forward to the Assistant Corporation Counsel.
- EPA Enhanced Air Quality Monitoring for Communities
Mr. Zorrilla said he received an email from Dr. Anul Bari. He said proposed work is scheduled to begin in the summer of 2023. He said they are seeking volunteers to monitors indoors and there is a request to the City to place outdoor monitors throughout public spaces in the City.

Upcoming events:

- Tree City USA Arbor Day planting Friday April 28, 2023
- River Sweep Saturday May 6, 2023
- National Pollinator Week June 24, 2023
Ms. Marichal said that Eric from Hudson Highlands Nature Center is willing to participate in the event. She said she is waiting to hear from Karen McCarthy/Downing Park Committee as another partner. She said a meeting is pending to develop a preliminary plan to present to the CAC.

The Assistant Corporation Counsel asked if the CAC is sponsoring this event.

Ms. Marichal said yes.

The Assistant Corporation Counsel asked what time would this event take place.

Ms. Marichal said 10a.m. to 12p.m.

Ronald Zorrilla made a motion to support the event and submission of an event permit.

Andrew Murphy seconded the motion.

Public Forum

None

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

- 04-10-23 City Council Meeting
- 04-11-23 Architectural Review Council Meeting
- 04-12-23 Transportation Advisory Committee Meeting
- 04-14-23 Clearwater Celebrates 50+ years of the Clean Water Act
- 04-14-23 Greater Newburgh Parks Conservancy-Stakeholders meeting
- 04-17-23 Arts & Cultural Commission Meeting
- 04-18-23 Planning Board Meeting
- 04-22-23 Safe Harbors of the Hudson – Newburgh Community Clean Up
- 04-24-24 Quassaick Creek Watershed Alliance-meeting
- 04-24-23 City Council Meeting
- 04-25-23 Zoning Board of Appeals Meeting
- 04-28-23 Arbor Day Event
- 04-29-23 Urban Farm Fair

Gail Fulton made Motion to Adjourn

Ronald Zorrilla seconded

The motion passed unanimously.

Meeting concluded 8:43 p.m.

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2023 Governance Calendar

April

CAC Monthly Meeting – Materials Due April 24th for May Meeting

Trees Ordered – Quotes, Voucher

Arborist RFP Release

EJF Agreement Execute

Urban Forestry Tree Planting – Implement Spring Plan

- Arbor Day planting Friday April 28, 2023 – Community Engagement
- Pollinator Week Event – Plan
- River Sweep Event - Plan

May

CAC Monthly Meeting – Materials Due May 22nd for June Meeting

CAC Monthly Meeting

Arborist – Hired

NRI Consultant - Proposals Score

- River Sweep Saturday May 6, 2023
- EJF 2023 Program - Begin

June

CAC Monthly Meeting – Materials Due June 26th for July Meeting

CAC Monthly Meeting

Pollinator Week Event - June 19-25

NRI Consultant - Hired

2024 Budget Proposal - Draft

July

CAC Monthly Meeting – Materials Due July 25th for August Meeting
CAC Monthly Meeting

July cont.

CAC Chair Transition
2024 Budget Proposal Due
NRI Kickoff

August

CAC Monthly Meeting – Materials Due August 28th for Sept. Meeting

September

CAC Monthly Meeting – Materials Due Sept. 25th for Oct. Meeting
CAC Monthly Meeting
2024 Budget - Hearing
Urban Forestry Tree Planting – Finalize Fall Plan

October

CAC Monthly Meeting – Materials Due October 30th for Nov. Meeting
CAC Monthly Meeting
Urban Forestry Tree Planting – Implement Fall Plan
CAC Member – Reappointment Interest

November

CAC Monthly Meeting – Materials Due Nov. 27th for Dec. Meeting
CAC Monthly Meeting
2024 Budget Approval
CAC Member – Terms ending: Chuck, Ron, Andrew

December

CAC Monthly Meeting – Materials Due Dec. 22nd for January Meeting
CAC Monthly Meeting
2024 Strategic/Action Plan – Develop
EJF Close Out Report
Annual Report Due – 12/31/23