

# 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](mailto: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

May 1, 2023

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

- **Roll Call**

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

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

**Guests:** Kathy Lawrence, Julia Raskin

**Absent:** Andrew Murphy

**Meeting called to order 6:37 p.m.**

- **Public Comment on Agenda Items**  
None

### **Administration**

- Approval of minutes -April 3, 2023  
Betty Bastidas made a motion to approve the April 3, 2023 minutes,  
subject to discussed corrections.  
Mark Sanchez-Potter seconded the motion.  
The motion passed 6-0 via roll call vote.

- Volunteer Hours -tracking and reporting  
New tracking form discussed, adding columns for: project, date, number of hours, task performed and volunteer hours.  
Mr. Zorrilla to create this new tracking spreadsheet.
- 2024 Budget Proposal for July.  
The Council discussed creating an event line.
- Monthly Financial Report  
Mr. Murphy was not present to give a status.  
As per Ms. Marichal, he emailed his proposal to move \$1000. from the Equipment line into an Event, Community Outreach line.  
The Assistant Corporation Counsel said that proposal would need a full description of what the events and community outreach would be and how the \$1000. would be spent to create a new line item, which would need to be Council approved.

The Council discussed the remaining Events planned for 2023.

- National Pollinator Week Event.
- EJF end of the year event.

The Chairperson asked the Council to submit their plans, ideas, budget proposals for events to the June 2023 CAC meeting to prepare for the 2024 budget.

## **Projects**

### **Site Plan Review**

**7:00 p.m.**

**420 Grand Street**

**Owner:** 420 Grand Street

**Applicant:** Eli Vaknin/Fidelity Real Estate Management

Eli Vaknin and Dan Gilbert appeared before the Council and gave an overview of the proposed project.

Mr. Vaknin said there will be no change to the building footprint. He said there are plans to fix the sidewalk on Marine Drive/Leroy Place.

The CAC facilitated the submitted Coastal Assessment Form review.  
The applicants are to re-review #2 i and to correct #4.

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

The Chairperson made matter of record that the trees planted in the tree lawn of 420 Grand Street are not city permitted trees.

## **Old Business**

- Tree City USA Arbor Day Event -April 28, 2023  
Ms. Marichal gave an overview of the event and said that it was a successful turn-out and thanked all those who participated.
- River Sweep Saturday May 6, 2023  
The Chairperson said it is the 12<sup>th</sup> Annual River Sweep. He said 18 people are registered for the event already. He said Atlas Studios has become a sponsor for the event. The event will begin at 10a.m. and the location is South Street park.
- Environmental Justice Fellows 2023 Program  
Kathy Lawrence said the program start is pending a fully executed vendor service agreement with the City.
- RFP for 2023 Arborist  
Ronald Zorrilla made a motion to submit the final RFP comments to legal for review.  
Betty Bastidas seconded the motion.  
The motion passed 6-0 via roll call vote.
- National Pollinator Week  
Ms. Marichal said an event will take place June 24, 2023, 12p.m. -3p.m. at People's Park. She said she is in the process of solidifying the event partners. She said an organizational meeting is forthcoming.
- NYSERDA Grant  
Mr. Zorrilla said the \$5,000. grant funds have been received by the City.
- CSX Underpass  
The Chairperson said this project was proposed June 18, 2013. He said the project is now under way. He said the underpass was designed to accept a mural or to be coated.

## **New Business**

- DEC Urban Forest Grant.  
The Chairperson said the application is due June 16, 2023.

He said one section of the grant is to update a tree inventory and the second section is to create or update a tree plan. He said no match is required.

Mr. Zorrilla made a motion to submit a grant form for the purpose of updating the tree inventory and updating the tree management plan. Gail Fulton seconded the motion. The motion passed 6-0 via roll call vote.

### **On-going Updates**

- DEC Natural Resource Inventory Grant -RFP & Utilization Plan – Mr. Zorrilla said the City is in receipt of four vendor bids. He said he and the Chairperson will review. He said he and the Chairperson share a vote among the three City staff members.
- Newburgh Climate Ready sub-committee  
Ms. Bastidas gave an overview of the work plan for 2023.  
Ms. Bastidas spoke about the web-site.  
The Assistant Corporation Counsel said content needs to be submitted for review. She said there needs to be an agreement between the City and the web designer.

The Assistant Corporation Counsel said the City received \$5000 from the NYSERDA grant. She said the purpose of those funds are: \$3,200. to create a website, \$1,000. printing, \$300. advertising, \$500. events. The Assistant Corporation Counsel said she met with the sub-committee. She said the minutes from those sub-committee will be submitted with their reports to the CAC task force. She said the sub-committee consists of Betty Bastidas as the chair and Ronald Zorrilla as the secretary. She said the task force will hold two meetings a year specific to climate smart initiatives; one scheduled for July and one scheduled for October. The CAC task force decided on these meetings to be on a separate day from the CAC meetings.

Ms. Bastidas and Mr. Zorrilla spoke about an opportunity to involve the Center for Economic and Environment Partnership (CEEP) pro-bono Fellowship Program in support with the Newburgh Climate Ready sub-committee.

Ronald Zorrilla made a motion to explore the scope of work for the CEEP Program.

Mark Sanchez-Potter seconded the motion.

The motion passed 6-0 via roll call vote.

Betty Bastidas made a motion to accept the Newburgh Climate Ready sub-committee work plan.

Ronald Zorrilla seconded the motion.

The motion passed 6-0 via roll call vote.

- Urban Forest Update  
Ms. Marichal said she will be updating the list of Spring 2023 plantings. She said the DPW will be planting the trees on Renwick Street this coming week. She said she and Mr. Murphy will be selecting the 10 remaining trees from Orange Nursery in the coming weeks.
- Restoration Advisory Board /Stewart Air National Guard Water Project  
The Chairperson said the April 26, 2023 meeting was a productive meeting.
- EPA Enhanced Air Quality Monitoring for Communities  
No updates.
- Tree Permit -Local Code Revision.  
No current updates.
- LWRP Update – Locally Adopted on 7-10-17  
No updates.
- Holtech- Radioactive Wastewater  
Mr. Zorrilla said the plans to discharge wastewater in May have been placed on pause. Mr. Sanchez-Potter said the plan is to discharge in August.
- Conservation of Natural Areas  
Assistant Corporation Counsel said to designate a natural area as a public park the Counsel would need to develop a process to qualify the CAC's interest to seek conservation of that area and to develop a plan to inform the public that this is an opportunity that is available to anyone.

### **Upcoming events:**

- River Sweep Saturday May 6, 2023
- National Pollinator Week Event -June 24, 2023

### **Public Forum**

None

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

- 05-08-23 City Council Meeting
- 05-06-23 River Sweep
- 05-09-23 Architectural Review Council Meeting
- 05-10-23 Transportation Advisory Committee Meeting
- 05-10-23 CAC County Roundtable
- 05-12-23 Greater Newburgh Parks Conservancy Stakeholder meeting
- 05-15-23 Arts & Cultural Commission Meeting
- 05-16-23 Planning Board Meeting
- 05-22-23 City Council Meeting
- 05-22-23 Quassiack Creek Watershed Alliance Meeting
- 05-23-23 Zoning Board of Appeals Meeting

**Gail Fulton made Motion to Adjourn**

**Mark Sanchez-Potter seconded**

**The motion passed unanimously.**

**Meeting concluded 8:41 p.m.**

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## **2023 Governance Calendar**

### **April**

CAC Monthly Meeting – Materials Due April 24<sup>th</sup> 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 22<sup>nd</sup> 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 26<sup>th</sup> 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 25<sup>th</sup> for August Meeting  
CAC Monthly Meeting

### **July cont.**

CAC Chair Transition  
2024 Budget Proposal Due  
NRI Kickoff

### **August**

CAC Monthly Meeting – Materials Due August 28<sup>th</sup> for Sept. Meeting

### **September**

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

### **October**

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

### **November**

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

### **December**

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



