

# Upper Delaware Scenic Byway, Inc.

## January 23, 2012 Meeting Minutes

### Attendance:

#### *Voting members:*

**Nadia Rajsz**, Town of Lumberland representative, Chairperson  
**Ed Boyer**, Town of Tusten rep., Vice-Chairperson  
**Larry H. Richardson**, Town of Cochection rep., Secretary-Treasurer  
**Ginny Dudko**, Town of Deerpark rep.  
**Rosie DeCristofaro**, Town of Delaware rep.  
**Rose Fredricks**, Town of Tusten alternate

#### *Non-voting members:*

**Loren Goering**, National Park Service Upper Delaware Scenic and Recreational River  
**Glenn Pontier**, Sullivan Renaissance  
**Laurie Ramie**, Upper Delaware Council

#### *Guests:*

**Fritz Mayer**, The River Reporter  
**Debra Conway**  
**Carol Roig**  
**Troy Bystrom**  
**Dejay Branch**

**Call to Order:** Chairperson Nadia Rajsz called the meeting held at the Upper Delaware Council office in Narrowsburg to order at 7:17 p.m. upon the seating of a quorum. At 7:05 p.m., Boyer offered an informal presentation of the advanced schematics produced by Studio d'ARC for the UDSB Visitor Center design concept. While displaying the various exhibit boards, Boyer noted that the building would be constructed of steel and hemlock, and would be almost invisible from Rt. 97. There would be a single entrance drive to the parking area. Pontier reminded the committee that the purpose of the feasibility study was to determine whether there should be a building at the Fort Delaware location in Narrowsburg and how it might fit into the site. These schematics reveal that it could work. Goering said that the architects weren't trying to compete with Fort Delaware but wanted instead to complement it. This would be a modern building focusing on a historic property. Richardson agreed that the architects felt that the building itself could be an attraction but it wouldn't detract attention from the Fort.

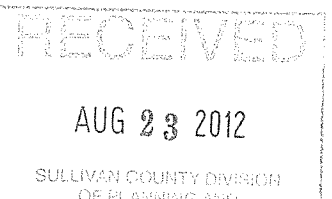
**Acceptance of Minutes:** On a motion by Richardson, seconded by DeCristofaro, minutes from the November 28, 2011 meeting were approved.

### Correspondence Report:

Ramie noted that asterisks on this written report indicate handouts or action items. She pointed out that there were two months' worth of correspondence since the board had not met in December.

#### *Incoming Correspondence:*

1. From W Design, 11/28: Invoice for Quick Response Code Mobile Landing Page Creation and Website Monthly Maintenance for Oct. and Nov., \$480 due.
2. From W Design, 11/28: UDSB website statistics for November 2011.
3. From Patty Cullen, Delaware County Tourism, 11/29: Confirmation that the 20% early discount member rate for 2012 travel guide half-page ad is \$320.
4. From Catskill Hudson Bank, 12/2: NYS Grant TM07083 and Grant M060091 Account Statements as of 11/30/11.
5. \* From John R. Williams, Regional Director, NYS DOT Region Nine, 12/2: NYS DOT Maintenance Guidelines for NYS Route 97.
6. From Loren Goering, National Park Service, 12/2: Visitor use traffic counter vehicle counts at Upper Delaware Scenic and Recreational River accesses and Roebing Bridge, as requested by Nadia Rajsz and Larry Richardson.
7. From Glenn Pontier, 12/2: Reaction to NYS DOT letter dated 11/30 re: Maintenance Guidelines for Rt. 97. "Not an adequate response in my mind... We need to reach higher for a better reply."
8. From Jeff Bank, 12/5: UDSB, Inc. Account Statement as of 11/30/11.



9. From Burt Thelander, 12/6: Town of Deerpark voted to support the Sparrowbush Access proposal grant application and will collaborate with Orange County on the application.
10. From Heather Jacksy, 12/7: Proposed date and time for next UDSB Visitor Center Subcommittee meeting is Dec. 21 at 2 p.m.
11. From Herb Clark, SCVA, 12/7: Questioned the status of NYS Grant TM08104. "We have placed most of the ads from the proposal we submitted to you. How do we get reimbursed?"
12. From Nancy Canfield, NYS Dept. of Economic Development, 12/8: Response to Laurie's inquiry about the status of NYS Grant TM08104, for which the contract was submitted on 6/16/11. "Your contract is at the NYS Div. of the Budget for approval. As soon as they approve it, I can have our Deputy Commissioner sign the contract and return an approved copy to you. Sorry for the long delay in getting approvals."
13. From Central Contractor Registry, 12/8: Confirmation of UDSB, Inc.'s registration status, valid until 6/22/12, as checked by Laurie for use of DUNS and TPIN numbers to file on-line FHWA grant application.
14. From Susan Hawvermale, 12/7: Orange County Tourism offers a 6-month banner ad on its website home page for \$250/month, providing \$1,500 worth of service, as an in-kind contribution to the FHWA grant.
15. From Herb Clark, 12/8: Sullivan County Visitors Association offers to increase the size of UDSB's ad in the 2012 travel guide from 1/8 to 1/4 page, providing an additional \$571.50 for in-kind. SCVA will also give UDSB a home page banner ad free valued at \$900 for the year and full banner ad next to UDSB's listing which would cost \$200. Total value = \$1,671.50.
16. From Mark Woods, coordinator, NYS Scenic Byways Program, 12/13: Re UDSB proposed project for grant application: "National Program staff has indicated that while eligible, they are not funding 'marketing' type projects. So, I don't know exactly how to guide you best. Sounds like it would be eligible and worthy of funding, and hopefully reviewers will see it that way. Otherwise, perhaps you could make it fit in another category?" Re status of FY 07 FHWA payment request from 8/11: "There are problems with the grant funds that we are trying to resolve with the FHWA. I will follow up with you on this when I can."
17. From Brian Zahora, Invasive Species coordinator, Clark Public Utilities, Vancouver, WA, 12/14: Request for UDSB's Japanese Knotweed brochure. Wants to send a hard copy to the designers of his organization's informational brochure as an example.
18. From Susan Hawvermale, 12/14: Clarification on Orange County Tourism's in-kind services offer for UDSB grant application.
19. From Laurie Ramie, acting executive director, Upper Delaware Council, Inc., 12/15: Support letter for UDSB, Inc.'s grant application to the FY 2012 National Scenic Byways Program for an initiative to improve the non-profit organization's public outreach efforts by developing a new mobile website corresponding to its Quick Response code and to enhance the tourist-oriented services component of its website.
20. From Julie Richmond, director of grants, Orange County, 12/16: Apologize for the late notice but Orange County will be re-packaging its application for the Sparrowbush Access project and submitting it by the 12/19 deadline to the FY 2012 FHWA National Scenic Byways Program. Need assistance with Prior Projects section.
21. From Delaware County Tourism, 12/16: Reminder that the special pricing in the 2012 Recreation and Cultural Attractions Guide is good until 12/29 and chamber members get their ads designed for free.
22. From Village of Hancock, 12/16: Municipal contribution of \$250 for 2012 UDSB, Inc. operations.
23. From Julie Richmond, 12/19: Copy of Application SB-2012-NY-57312: Acquisition for Public Access to Delaware River at Sparrowbush, NY.
24. From Kara McElroy, 12/19: Copy of Application SB-2012-NY-57282: Town of Delaware, Callicoon Improvements.
25. From Patty Cullen, 12/20: Delaware County Tourism will upgrade UDSB's ad to a full-page for \$220 in value and give 6 months free advertising on their event website, a \$120 value.
26. From Frank Schwarz, 12/21: Thanks for UDSB's letter of support for the Mongaup Enhancement project in Lumberland.
27. From Frontier, 12/21: Invoice for monthly telephone services, \$70.25 due by 1/9/12.
28. From ESRI, Redlands, CA, 12/27: "ESRI News for Public Safety" Winter 2011/12 newsletter.
29. \* From Mike Preis Insurance Agency, 12/28: Directors & Officers Policy due to renew on 3/6/12. Premium will be \$950. Complete and return the enclosed Confirmation of Material Information and Total Cost forms by 2/14/12 to avoid a lapse in coverage.
30. From Ed Hughson, Town of Deerpark Highway Superintendent, 12/28: In-kind Services Documentation for UDSB Community Signage Project.
31. From Ellen Russell, Orange County, 12/29: Attached file contains a copy of the signed contract for UDSB, Inc.'s 2011 funding. Please submit receipts for expenditures and I will process the payment as soon as possible. (Note: funding amount reduced from \$1,800 to \$1,500 by County Executive Ed Diana).
32. From Dun & Bradstreet Credibility Corp, 12/30: Business Credit Notification for UDSB.
33. From Burt Thelander and Norma Schadt, 1/2/12: Ideas for additional enhancements for location of the Town of Deerpark outdoor panel and a public ceremony to dedicate it in the spring.
34. From Hollye Schulman, Town of Cochection clerk, 1/3: 2012 Membership Update form, same appointments.
35. From Michelle Johnson, director, America's Byways Resource Center, 1/3: Funds allocated by Congress were withdrawn by the Secretary of Transportation, so the Resource Center will be closing on 6/30/12. Parenthood organization, the Arrowhead Regional Development Commission, owns the rights to all products, materials, and publications.

36. \* From Mike Preis Insurance Agency, 1/3: Callicoon Cooperative Insurance Co. policy to expire on 3/2/12. Signed application required to process the renewal.
37. From Patty Cullen, 1/3: Will be leaving this position (Delaware County Tourism director) in a month and moving to Connecticut. Following up on UDSB needs for FY 2012 FHWA grant match.
38. From Catskill Hudson Bank, 1/4: NYS Grant M060091 and TM07083 Account Statements as of 12/30/11.
39. From Heather Jacksy, 1/4: UDSB Visitor Center Subcommittee meeting of 12/21 was very exciting as Studio d'ARC presented the final advanced schematics. Electronic link: <http://sdapgh.com/udsb/>. Ed Boyer will present the project to UDSB at the January meeting.
40. From Nadia Rajsz, Town of Lumberland supervisor, 1/4: 2012 Membership Update form, same appointments.
41. From Burt Thelander, 1/6: Would be glad to arrange for a photo op of the check presentation when Orange County provides its 2011 \$1,500 funding allocation for the community signs project to UDSB, Inc.
42. From PayPal, 1/8: Notification of \$50 transfer from UDSB's PayPal account to your bank as requested.
43. From Jeff Bank, 1/9: UDSB, Inc. account statement as of 12/30/11.
44. From Sullivan County, 1/9: 2012 Membership Update form, same appointments.
45. From Kathleen Michell, Town of Tusten clerk, 1/12: 2012 Membership Update form, same appointments.
46. From John Martin, Village of Hancock mayor, 1/12: 2012 Membership Update form, same appointments.
47. From Andrea Reynosa, Upper Delaware Innovation Institute/Tusten Development Group, 1/12: Business model kit for the Narrowsburg School, requesting whether UDSB, Inc. would be interested in leasing office space.
48. \* From Burt Thelander, 1/12: Was notified that the Deerpark Town Board appointed a new delegate to UDSB to replace him. "Sadly, I will not be formally participating in the important work of the Byway. My experience with you and all of the Byway members has been very rewarding. Please thank the Byway members for a very satisfying journey. I wish you continued success! Regards, Burt".
49. From Karl Brabanec, Town of Deerpark supervisor, 1/13: Inform you of recent town board appointments at our Jan. 9 meeting. UDSB delegate: Virginia Dudko; alternate: Norma Schadt.
50. From Nancy Canfield, NYS Dept. of Economic Development, 1/13: Contract M060091 has been extended through Aug. 15, 2012. All other terms and conditions remain unchanged.
51. From Tess McBeath, Town of Delaware clerk, 1/13: 2012 Membership Update form, same appointments.
52. From Patty Cullen, Director of Tourism, 1/17: Delaware County Chamber of Commerce's tourism program is happy to help with in-kind donations toward your grant application: upgrade half-page ad to full-page and make UDSB our e-blast sponsor in six upcoming travel news starting in May 2012, plus a solo e-blast to our 1,000+ subscribers. Total value = \$420.
53. \* From Florence Santini, Town of Deerpark clerk, 1/18: 2012 Membership Update form. Virginia S. Dudko, 41 Wilson Rd., Sparrowbush, NY 12780. (845) 856-8452, vdudko@frontiernet.net. to replace Burt Thelander. Norma Schadt appointed alternate.
54. From Town of Cohecton, 1/18: 2012 municipal donation of \$1,000 to UDSB, Inc.
55. From Town of Highland, 1/18: 2012 municipal donation of \$1,000 to UDSB, Inc.
56. From Dan Van Kleeck, 1/19: Confirmation of same UDSB representative and alternate appointments for City of Port Jervis and potential 2012 contribution of \$500 to be voted on by Common Council on Jan. 23.
57. From Town of Delaware, 1/20: 2012 municipal donation of \$1,000 to UDSB, Inc.
58. From Mandy Scully, 1/20: Confirmation of same UDSB representative and alternate appointments for Town of Highland.
59. From Deluxe for Business, 1/23: Reorder reminder for business checks and deposit books.
60. From Frontier Communications, 1/23: Premium IT Services Package solicitation.
61. \* From Frontier, 1/23: Invoice for monthly telephone services. \$70.57 due by 2/9/12.

*Outgoing Correspondence:*

1. To Julie Richmond, Orange County, 11/29, from Burt Thelander: Forwarding FY 2012 FHWA National Scenic Byways Grant solicitations notice based on discussion with Planning Commissioner David Church for Orange County to apply for acquisition of the Sparrowbush Delaware River property. Deadline is 12/19.
2. To Heather Jacksy, Sullivan County, 11/29, from Laurie Ramie: Accepting her offer to help prepare the UDSB, Inc.'s application for the FY 2012 FHWA National Scenic Byways Grant.
3. To UDSB Committee, 11/29: Summary of Action Items from Nov. 28, 2011 UDSB, Inc. Meeting.
4. To Media Outlets, 11/30: "Upper Delaware Scenic Byway History Books Make Great Gifts" news release issued by Laurie Ramie.
5. To James Scheutzow, supervisor, Town of Delaware, 12/1: UDSB, Inc. support letter for Town of Delaware's grant application to the FY 2012 National Scenic Byways Grant program to make infrastructure improvements to the Callicoon Creek Park, re-print a historical walking trail brochure, and install directional signage on the NYS Rt. 97 UDSB.
6. \* To Media Outlets, 12/1: "Upper Delaware Scenic Byway's New QR Code Offers Information Shortcut" news release issued by Laurie Ramie.
7. To Karl Brabanec, supervisor, Town of Deerpark, 12/4, from Burt Thelander: Further details on the FY 2012 FHWA National Scenic Byways Grant program as requested for discussion at the town board meeting on 12/5.
8. To Roberta Lockwood and Herb Clark, Sullivan County Visitors Association; Susan Hawvermale, Orange County Tourism; and Patty Cullen, Delaware County Tourism, 12/7: Description of UDSB, Inc.'s electronic marketing campaign proposal for

the FY 2012 FHWA National Scenic Byways Grant program and request for commitment of in-kind services to the local match requirement for the project. Please submit a letter describing the contribution and its value by 12/14.

9. To Burt Thelander and Norma Schadt, 12/8, from Laurie: "When we had our conference call about the FY 2012 FHWA grant this afternoon, Julie Richmond said she had just found out that Orange County/Deerpark's funding request to the state for the Sparrowbush property has been denied. She felt that might impact the town's desire to move forward with this particular grant. She intended to have Dave Church discuss it with Karl, FYI."
10. To Heather Jacksy, 12/12: Prior Projects section written for FHWA grant application and informational bullet points provided for the narrative section.
11. To Karl Brabanec, 12/12: The Town of Deerpark's outdoor panel is the only sign that has not been picked up at Sullivan County DPW's Barryville garage. They were delivered on Aug. 24 and we originally requested that highway superintendents arrange to retrieve them by Sept. 8. Instructions provided.
12. To Mark Woods, coordinator, NYS Scenic Byways Program, 12/12: Notification of UDSB's project proposal for the FY 2012 FHWA National Scenic Byways Program grant application and question on status of the processing of our 2<sup>nd</sup> payment request for Contract C031786 as submitted on Aug. 11.
13. To UDSB Distribution List, 12/14: Upper Delaware Scenic Byway, Inc. Nov. 28, 2011 Meeting Minutes.
14. To Frank Schwarz, grantwriter, Town of Lumberland, 12/14: Suggested edits for town's application to FY 2012 FHWA National Scenic Byways Program.
15. To Nadia Rajs, supervisor, Town of Lumberland, 12/14: UDSB, Inc. support letter for Town of Lumberland's FY 2012 FHWA National Scenic Byways Program Grant application for a second-phase improvement project at the proposed Mongaup Welcome Park to be located at the junction of NYS Rt. 97 and County Rd. 31.
16. To Heather Jacksy, 12/16: UDSB registration information and password for bywayonline.org activated by Laurie, to file on-line grant application.
17. To Julie Richmond, Orange County Dept. of General Services, 12/16: UDSB, Inc. support for application to FY 2012 FHWA National Scenic Byways Program to facilitate the acquisition of the Sparrowbush River Access property in order to preserve this important parcel for public recreation and emergency access use.
18. To Mayor John Martin, Village of Hancock, 12/16: Appreciation for village's \$250 municipal contribution to UDSB, Inc.
19. \* To Mark Woods, coordinator, NYS Scenic Byways Program, 12/19: Application #SB-2012-NY-57329: Upper Delaware Scenic Byway Website Update for Mobile Devices and Google Maps (\$19,500).
20. To Mark Woods, NYS Scenic Byways Program, 12/19: Summary of four applications that have been or will be submitted from UDSB, Inc., Town of Delaware, Town of Lumberland, and Orange County, by the 12/19 deadline for the FY 2012 FHWA grant.
21. To UDSB Committee, 12/20: 1<sup>st</sup> draft UDSB ad design by Fisher Mears for 2012 Sullivan County Travel Guide. circulated for input.
22. To Karl Brabanec and Burt Thelander, 12/21: Response to follow-up questions on installation of Town of Deerpark's outdoor panel.
23. To UDSB Committee, 12/21: 2<sup>nd</sup> draft UDSB ad design by Fisher Mears for 2012 Sullivan County Travel Guide, increased to quarter-page size. Please provide comments by 12/22.
24. \* To Anne Dubrovsky, Fisher Mears, 12/23: Compilation of committee comments on ad design. Sign-off given on 3<sup>rd</sup> draft revised ad.
25. To Village of Hancock, Towns of Delaware, Cochection, Tusten, Highland, Lumberland, Deerpark, City of Port Jervis, and County of Sullivan, 12/27: 2012 Membership Update Request form. Please return to confirm appointments of representatives and alternates.
26. \* To David Church, Orange County Planning, 1/6/12: UDSB, Inc. respectfully requests payment of \$1,500 as partial reimbursement of expenses for the information sign project under the terms of Contract 2011-1604, with documentation enclosed.
27. To UDSB Distribution List, 1/18: Agenda for Jan. 23, 2012 UDSB, Inc. meeting.
28. To Supervisor Gary Maas, Town of Cochection, 1/20: Appreciation for \$1,000 municipal contribution for 2012.
29. To Supervisor Andrew Boyar, Town of Highland, 1/20: Appreciation for \$1,000 municipal contribution for 2012.
30. To David Fanslau, Sullivan County, 1/20: Inquire what steps are necessary to secure the \$1,700 allocation that was approved in the 2012 Sullivan County budget for UDSB, Inc. operational assistance.
31. To Larry Richardson, 1/20: Potential added categories for revenues and expenditures for draft 2012 UDSB budget. notes by Laurie.
32. To Supervisor Edward Sykes, Town of Delaware, 1/20: Appreciation for \$1,000 municipal contribution for 2012.

Ramie also provided an update on voting membership for 2012 based on the return of appointment forms from all of the member municipalities. There was a change in representation for the Town of Deerpark. Virginia "Ginny" Dudko was named the representative and Norma Schadt, who was formerly a co-representative with Burt Thelander, will be the alternate. An updated membership list with contact information was included in the packets. Ramie pointed out a farewell message from Thelander in Incoming Correspondence #48. Rajs said that the committee is grateful for Thelander's dedicated service to UDSB, Inc. and asked Ramie to send him a letter of thanks. Voluntary municipal donations received for 2012 to date were also recorded based on invoices that Ramie sent out in October

2011. They include \$250 from the Village of Hancock and \$1,000 each from the Towns of Delaware, Cochection, and Highland. Rajs said that the Town of Lumberland approved a \$1,500 contribution and the check is ready for delivery. Ramie referenced the last two items on the Correspondence Report handout that tally book sales, for which \$109.70 was collected during this two-month period, and list brochure requests received through the UDSB website.

#### **Treasurer's Report:**

Richardson highlighted his written report of transactions made from Nov. 1, 2011 to Jan. 23, 2012. The Jeff Bank account balance is \$5,677.50, the NYS Grant TM07083 account balance is \$6,250, the NYS Grant M060091 account balance is \$638.93, and there is \$22.48 in the PayPal account. He pointed out that UDSB check #1078 for \$35 has not cleared. This was a refund for a business membership. Richardson noted the receipt of two new bills: W Design, \$200 for two months of website maintenance; and Frontier, \$70.25 for telephone services. He also has two new deposits to make: \$1,000 contribution from the Town of Delaware and \$34.95 from book sales. On a motion by Dudko, seconded by Boyer, the Treasurer's Report was accepted and the two new bills were approved for payment, with all in favor. Richardson also presented a 2012 Draft Budget for Upper Delaware Scenic Byway, Inc. He reviewed the anticipated expenditures and revenues line-by-line. Richardson said he recommends increasing the donation that UDSB, Inc. provides to the Upper Delaware Council from last year's \$2,750 to \$3,000 in 2012. He said he recognizes that the UDSB's budget is tight but this organization has to start learning to live without the support of the UDC eventually. The draft budget includes total expenditures of \$8,706 and total revenues of \$9,850, with an on-hand balance of \$3,595 as of 12/31/11. That includes the Village of Hancock's \$250 contribution that was given for 2012 but received 12/16/11. Rajs commented that she agrees with increasing the donation to the UDC to \$3,000. The Council has been very gracious with offering use of its staff and facility to support UDSB, Inc. On a motion by Boyer, seconded by DeCristofaro, the proposed 2012 UDSB, Inc. budget was approved as presented, with all in favor.

#### **New Business:**

- a) **UDSB Visitor Center Update** – Boyer reported that everyone on the Visitor Center Subcommittee was extremely pleased with the work of the consultants and the iterations they were willing to go through to meet the needs of UDSB and Sullivan County. Boyer expressed his belief that this is the optimum use of this site for the purposes that we have. The consultants did enough work with the plans and drawings that they have a clear idea of the costs and feel confident that if this project were put out to bid this spring, it would fall in the price range indicated on the Cost Analysis handout. Boyer pointed out that these schematics are not blueprints on which to base bids, however. The issue for UDSB is that the price tag is \$1,446,216, which is twice what we have available in grants to pay for this building. Boyer said that the subcommittee had discussed categories for possible savings. They learned that if the 2,400 square foot size of the building were cut in half, that would not cut the cost in half. There are some adjustments that could be made but it wouldn't yield the same program. Maybe a simple, above-grade building would come in for the available budget. In coming up with this design concept, the architects considered the building's use. By semi-submerging it, it would be easier to heat and cool. Boyer noted that UDSB, Inc. and Sullivan County will need to discuss how to proceed since this is not within the budget. The county will be responsible for staffing and maintenance. It's not clear whether they would vote to go ahead with this current proposal. Rajs asked whether these schematics have been presented to the new Sullivan County Legislature and learned that they haven't yet. How do we fit in with the county's plans, she asked? Richardson said that the county had been supportive and included this Visitor Center in its budget for the match through in-kind services. UDSB, Inc. will not be able to move on this until the federal funding is freed up. Rajs noted that the funding bill was one of Congressman Hinchey's, who recently announced that he will retire at the end of this year. Pontier said that UDSB, Inc. invested a \$25,000 state grant to assess whether this Visitor Center was feasible. If we decide yes, the question is, how do we work towards making it happen? Getting Congress to re-shape its share is not impossible, but it will take some work. Do we develop a strategy and take this concept around as a goal? Rajs said that we have consensus on liking this design. Now we need to get the federal funding straightened out. Pontier said that projects often don't have enough money for construction going into them. We might be able to induce the National Park Service or private foundations to share costs. Rajs asked what the architects are expecting next. Pontier replied, to get paid their \$25,000 since this represents the end of their contract for the feasibility study. Ramie said that representatives from Sullivan County Planning had indicated that they will apply for UDSB Visitor Center funding in the next NYS Consolidated Funding round for regional economic development projects. The county's contribution to the federal match is the value of the land at the Fort Delaware site. If

the federal funding is preserved, that would be \$510,000 plus \$250,000 that Senator Bonacic secured in state funding for a total of \$760,000 in capital construction. Goering wondered how much of this work the county could do to reduce the project budget. He agreed with Pontier's earlier statement that the project could be done in stages. The money could be spent as it was received. You don't have to wait until it's all in hand. On a motion by DeCristofaro, seconded by Richardson, the UDSB board endorsed the feasibility of building the UDSB Visitor Center at Sullivan County's Fort Delaware Museum of Colonial History in Narrowsburg and expressed a desire to pursue the capital construction project, with all in favor. Boyer commented that this is the right amount of building at the right place on this site. Building it in stages would have no real effect on the Fort's summer operations.

- b) **Pond Eddy Bridge Design Advisory Committee Report** – Based on his participation as the UDSB's liaison to the Pond Eddy Bridge Design Advisory Committee (DAC), Pontier said he believes there are three questions to answer: 1) What kind of bridge do we want?; 2) Is the DAC the vehicle to get that kind of bridge?; and 3) If not, what is the forum that we should be in? Pennsylvania wants to build a bridge that would be a modern highway structure with a 40-ton weight limit, 30 feet wide, and three piers, for an estimated cost of about \$12.5 million. Pontier offered his opinion that the DAC meeting on Dec. 7, 2011 was completely controlled by the DOT. Personally, Pontier said he feels we should advocate having the current bridge rehabilitated. Rajsz said that there is value in the current bridge's historic design and uniqueness. It never was built to specifications. Now they need to build it for safety. Guest Troy Bystrom said that's actually because of federal aid for the project that it has to be 40 tons. Pontier said that the decision was made five years ago or more to tear down the existing bridge. He does not believe it must meet the existing federal standards. Bystrom cited three options: 1) keep and upgrade the existing bridge; 2) build a new bridge that fits into the scenery; or 3) build a new bridge with a "signature" style. The Upper Delaware Preservation Coalition and the Catskill Film Commission would both like to see the historic bridge rehabilitated. Richardson asked how much federal money is at stake. Bystrom replied that NY, PA, and the federal government would each pay approximately \$4 million. Ramie said that PennDOT's previous engineering reports have concluded that the existing bridge can not be rehabilitated to sufficient carrying capacities, and that doing so would be counter to its sustainability, long-term maintenance needs, and ability to preserve the bridge's historic appearance. Goering asked why PennDOT can't build a road to assist the land-locked properties. Pontier reiterated his belief that the states won't lose all of the federal money if this bridge isn't built to federal standards, though a waiver might be required. Guest Debra Conway said Pond Eddy does not have the same situation as the Shohola-Barryville Bridge where buses need to cross it. Rajsz pointed out that the Roebling Bridge has a 10-ton weight limit. Ramie noted that the current Pond Eddy Bridge is posted at seven tons. Conway said that NYS Assemblywoman Aileen Gunther has been approached about this situation. Gunther asked the question, what's in this for NYS? Heavier traffic can go across the Shohola-Barryville Bridge and/or a road could be built in PA. Bystrom said that there should be an independent study of alternatives done. Conway said that she counted 23 engineers at the Dec. 7 meeting. They all have a vested interest. This is literally a bridge to nowhere right now, she added. Pontier said that you have to build this for what the conditions are now, not for what they may be in the future. If what we want is the existing or a comparable bridge, is the DAC process the forum that will get us there? Rajsz said NY doesn't have \$4 million to spend without adequate justification. She suggested sending a letter to certain state officials to point this out. Pontier questioned whether this should be taken to a public forum or the NYS Legislature. Conway said there have been conversations with Assemblywoman Gunther and Chris White for Rep. Hinchey. Frederick said that the Pond Eddy Bridge is needed for access when there are train wrecks on the PA side. Conway said that concrete trucks were able to cross it to build a new house on the PA side. She said that without being facetious, for the price of this bridge, they could afford to park a fire truck in front of every house. What ever happened to the option of buying out the properties, she asked. Pontier said that the railroad can be used to access those properties as well. Rajsz said that she understands a lot of people are afraid to cross that bridge out of safety concerns. Goering noted that any heavy trucks driving across it shouldn't be. If it was posted for 20 tons, that would be sufficient for fire trucks. Conway said that replacement plans call for building a huge causeway across the river that boaters will have to portage around for two seasons. How disruptive will that be to the river ecology? Pontier said it's the states' jobs to make sure the heritage and ecology of the river is protected. That's not just up to the National Park Service. They signed on to comply with the River Management Plan. He suggested passing a resolution urging that the decision to take down the existing, historic bridge be reconsidered and that PennDOT upgrade the existing bridge to a sufficient tonnage for safety. Rajsz said that we need to further our state representatives' understanding about this \$4 million investment. Stress the economics. Rajsz said

she's willing to meet with those representatives. Pontier said they need the impetus to come from the people. Let's take the lead on passing a resolution. Make a case to keep the existing bridge due to its unique beauty, the heritage of the river valley, and to avoid such disruption to the river. Richardson suggested including photos of the Pond Eddy Bridge as well as the Shohola-Barryville Bridge to demonstrate what we don't want. Goering added that this bridge is located on New York State's only Wild & Scenic River. Conway added that it is listed on the National Register of Historic Places. Rajsz said that the Town of Lumberland signed off on the Memorandum of Agreement to get a seat at the table for the design phase. But the bridge leads to a dead end on the other side. Why does it need to be 40 tons? On a **motion** by DeCristofaro, seconded by Boyer, UDSB, Inc. approved a resolution urging that the decision to take down the existing, historic bridge be reconsidered and that PennDOT upgrade the existing bridge to a sufficient tonnage for safety, on a vote of 4 ayes, 0 nays and 1 abstain (Dudko). Boyer said that he understands DOT's desire to project the life of the bridge with minimum repair. Their stock solution is to replace it with a concrete bridge. There are other truss bridges that meet the needs of this river valley. This is a different and special place. You have to respect what we've got. We have to speak up for the bridge. Pontier asked Rajsz if she would bring this matter before the Upper Delaware Council. She agreed and noted that there was a meeting of the Project Review Committee the following night. Pontier said he will take the UDSB's resolution to the 2/14 meeting of the Pond Eddy Bridge Design Advisory Committee. Conway said there should be petitions and letters to the editor. Show that it's more than a handful of people who object. Gunther said she'd speak to DOT officials about this. Pontier said that the NYS Historic Preservation Office signed off on demolishing the bridge. We're asking, can't they reconsider that? Guest Carol Roig acknowledged that NYSHPO signed the MOA but did so with reservations they expressed over a flawed process. Bystrom said that the MOA is non-binding and anyone can withdraw at any time. The committee agreed that a letter accompanying the resolution should be directed to NYSHPO with courtesy copies to Gunther, Bonacic, and others.

- c) **Insurance Policy Renewals** – Ramie reported that UDSB, Inc.'s Directors and Officers policy through Mike Preis Insurance has a \$950 premium due by 2/14 and that material forms must be signed and returned by 3/2 in order to renew the UDSB, Inc.'s Multi-Peril Policy through the Callicoon Cooperative Insurance Agency. On a **motion** by Boyer, seconded by Dudko, the UDSB board agreed to take the necessary actions to renew the two insurance policies, with all in favor.
- d) **Arrangements for 2011 IRS and NYS Charities Bureau Filings** – Ramie asked whether the board would like to continue working with Hancock accountant Terry Whitt on the annual federal and state organizational filings. He has traditionally charged \$50 for his service. On a **motion** by Rajsz, seconded by DeCristofaro, the UDSB board agreed to contact Whitt to file the required forms with the IRS and NYS Charities Bureau, with all in favor.
- e) **Other** – Ramie received an e-mail from Dorene Warner indicating that the Greater Barryville Chamber of Commerce has approved adding its member listings to the UDSB website. She asked Ramie to send an invoice to the chamber for \$154 to cover the cost of inputting this data. The Callicoon Business Association had previously added its members to the UDSB website.

#### **Old Business:**

- a) **Response Letter: NYS DOT Maintenance Guidelines for Rt. 97** – A letter dated Nov. 30, 2011 from John R. Williams, regional director for the NYS Dept. of Transportation, was handed out as a response to UDSB's Nov. 3 letter regarding maintenance guidelines for NYS Route 97. It reads, in part, "The NYS DOT guidelines state that conventional highways, such as Route 97, shall not be mowed more than twice a year... Due to financial and environmental factors, Route 97 is mowed once a year. The DOT's focus must be on addressing safety and functionality to ensure all highways are safe for the traveling public. We appreciate the committee's hard work to convert Route 97 into a scenic byway; however, if we were to mow more frequently than the guidelines state, for reasons such as aesthetics, we would not progress as far as desirable in keeping all of our highways safe and functional." DeCristofaro reminded the committee that she had brought up this issue after observing that NYS Route 17B appeared to be getting better treatment than Route 97. Rajsz said she hasn't seen the once-a-year mowing in her area that Williams referenced. Richardson suggested sending this letter to Assemblywoman Gunther's office and asking if she has any influence she can bring to bear on this. Remind her of our energy and investment of grant dollars to promote this scenic byway. We'd like to see the DOT strongly encouraged to mow along the road at least once a year. Boyer agreed that should be done to keep the woody vegetation from coming up.

- b) **FY 2012 FHWA Grant Applications** – Ramie referenced a handout she had compiled summarizing that four river valley grant applications were ultimately made to the FY 2012 FHWA National Scenic Byways Program by the 12/19 state deadline. They were: Town of Lumberland, Mongaup Enhancement, \$15,000 project with \$3,000 match; Town of Delaware, Hamlet of Callicoon Byway Improvements, \$30,096 project with \$7,524 match; Orange County, Acquisition for Public Access to Delaware River at Sparrowbush, \$463,400 project with \$137,150 match; and UDSB, Inc., Website Update for Mobile Devices and Google Maps, \$19,500 project with \$6,500 match. Copies of UDSB’s application and the support letters that Ramie wrote for the other three applications were attached. Those applications are also available upon request. The Upper Delaware Council provided a support letter for UDSB’s application. Ramie thanked Dorene Warner of W Design and Heather Jacksy from Sullivan County Planning for doing the majority of the work to develop the grant narrative and proposed budget. Their participation was integral to the successful submission of the UDSB’s application by the deadline. The estimated date for announcement of the grant awards is May 1, 2012.
- c) **UDSB Visitor Center Feasibility Study and Community Signs Project Installations** – Ramie reiterated that the work plan for NYS Grant TM07083 has been fulfilled now that Studio d’ARC has completed the Feasibility Study and Design Concept for the UDSB Visitor Center. Once Sullivan County pays the \$25,000, UDSB can apply for reimbursement through the state. Regarding the signs that were produced under the FY 07 FHWA grant, Ramie said that all eight 2 x 4 ft. outdoor panels and pedestals have now been picked up from the Sullivan County DPW garage in Barryville which had been graciously storing them. She is not aware of the installation status by the communities but will need to receive back the in-kind services documentation forms from the highway superintendents to meet the grant match requirements. Richardson noted that the Town of Cochetcon has finally secured the permits it needed to proceed with further development of its pull-off site along Route 97.
- d) **UDSB Ads Upgraded** – In order to provide additional value for the local match required for the FY 2012 FHWA grant application, both the Sullivan County Visitors Association and Delaware County Tourism offered to upgrade the sizes of the UDSB ads in their 2012 publications without additional cost to UDSB, Inc. Ramie said she appreciated the in-kind services commitment.
- e) **Status of Current Grants** – Active grants under administration include: 1) FY07 FHWA grant (\$12,400 award plus \$3,540 local match for the Invasive Plant Species Educational Campaign and Interpretive Signage Project) – UDSB awaits payment of \$4,557.83 from its second reimbursement request submitted Aug. 12. The contract for this grant ends on June 1, 2012. 2) NYS Grant M060091 (originally \$50,000, now an approximately \$18,750 balance) - The six beautification projects must be completed by Aug. 15, 2012. 3) NYS Grant TM07083 (\$25,000 for UDSB Visitor Center Feasibility Study) – This project has concluded in advance of the Aug. 15, 2012 contract deadline. 4) NYS Grant TM08104 (\$25,000 for a UDSB Marketing Matching Funds Campaign) - UDSB awaits execution of a contract based on Ramie’s June 16 submission of the draft grant agreement to NYS Department of Economic Development.
- f) **Other** – Ramie described two additional handouts, including a copy of a Jan. 6 cover letter to Orange County Planning Commissioner David Church requesting \$1,500 as partial reimbursement of the signs project for the Town of Deerpark and City of Port Jervis under Contract 2011-1604. She noted that the funding had been reduced from \$1,800 to \$1,500 in the contract executed by the county executive. The other handout was her Dec. 1 UDSB news release, “Upper Delaware Scenic Byway’s New QR Code Offers Information Shortcut”.

**Public Comment** – None

**Next Meeting Date** – Monday, Feb. 27, 2012

**Adjourn** – On a motion by Richardson, seconded by Dudko, the UDSB, Inc. meeting adjourned at 8:50 p.m.

*Minutes submitted by Laurie Ramie, 2/16/12*