Ulster County
Department of the Environment

Environmental Plan

Ulster County

FINAL

December 2008

THE CHALLENGE

Today's environmental issues and problems are interdisciplinary and complex. They not only impact our physical environment but our overall quality of life, public safety, local and global economies, and even human health. This is true even within Ulster County. We face localized issues, like flooding, that have profound effects on the environment and our communities. We also face global issues, like climate change and energy issues, that effect our local natural resources, infrastructure and even our daily driving routines. All environmental issues, even local ones, have complex ecological and social interconnections.

When we consider the interconnected nature of environmental issues, its not a surprise that attempting to manage and address environmental issues at a County level often requires the action of multiple departments that draw on many different types of expertise. Our local environmental issues regularly cross traditional County department boundaries. From a County government perspective the challenge then becomes: how do we effectively and efficiently integrate departments and individuals to address our complex environmental issues?
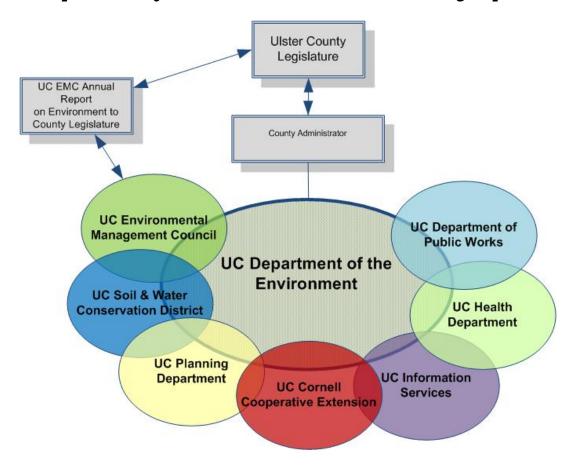
A NEW STRATEGY

In the fall of 2007, with the creation of the UC Department of the Environment, Ulster County embarked on an innovative way to meet this challenge. The Department of the Environment has a unique role within Ulster County government. It is responsible for coordinating programs and activities related to the environment across six different county departments and agencies. Those Departments and Agencies include: UC Health Department, UC Planning Department, UC Information Services, Cornell Cooperative Extension of Ulster County, UC Soil and Water Conservation District, and UC Department of Public Works. Collectively, these Departments and Agencies are referred to as the Coordinated Departments.

The Coordinated Departments tackle a host of environmental problems. Their programs are wide ranging and reflect the expertise and experience of personnel in each Department. (A list of Coordinated Department environmental programs is included as Appendix A.) The Department of the Environment is responsible for working with all the involved departments to increase the efficiency and efficacy of projects with a variety of environmental implications.

Department of the Environment responsibilities include supervising select environmental compliance responsibilities, providing a forum for the Coordinated Departments to share information on environmental projects, providing technical assistance to County departments, and helping County departments characterize and address existing environmental needs. This helps the County to prevent duplication of services. The Department allows the County to ensure that stewardship is balanced with financial accountability.

The Department of the Environment as a Coordinating Department

THE ENVIRONMENTAL PLAN

This document is the Ulster County Environmental Plan as prepared by the UC Department of the Environment in collaboration with the Coordinated Departments. The Environmental Plan is the cornerstone of the Department of the Environment's coordinating efforts. The Plan is called for in the local law creating the Department and it establishes a way to prioritize across the many ongoing environmental projects in County government. It allows the Department of the Environment to apply its unique environmental perspective and focus efforts in a way that will produce tangible environmental benefits for Ulster County. This Environmental Plan is both the product of our initial discussions as well as a guide to the Department of the Environment's work over the next year.

There are many projects or activities that could potentially benefit from the coordination role and environmental perspective the Department of the Environment offers. However, it is critical that the Department of the Environment focus efforts on specific projects where we can add value to the work that is already being progressed by individual departments through coordination and environmental expertise. This Plan is meant to transparently present the reason for the Department's involvement in specific programs and activities.

The purpose of this Environmental Plan is to: 1) identify the projects on which the Department of the Environment will focus 2) outline sets of objectives for each project, and 3) list action items, deliverables and deadlines related to those projects. This will allow the Department of the Environment and the Coordinated Departments to prioritize environmental work across the county and focus on issues that have been identified to be of the highest priority and ones which are viewed to be key building blocks for subsequent efforts.

HOW THIS PLAN WAS DEVELOPED

Beginning in March 2008, a series of meetings were conducted by the Department of the Environment with individual Department Heads representing the Coordinated Departments. These initial meetings explored the major responsibilities of each agency and the environmental dimensions of that work. This initial dialogue allowed for a basic assessment to be constructed for each of the coordinated departments to identify and better understand their individual strengths, weaknesses, opportunities and challenges.

From this initial dialogue, **three main functions** of the Department of the Environment were identified. These functional areas address the roles the department plays. They include: defining the department, coordinating existing programs and efforts within the county, and exploring ways to enhance environmental stewardship within County government and communities. These functional areas build on each other. For example, initially there needs to be more time invested in department establishment. In subsequent years, more time can be devoted to coordination and enhancing stewardship.

The initial Coordinated Department discussion also led to the identification of **four main program areas** in which the Department of the Environment will focus its efforts. These program areas are intended to be broader categories which encompass similar types of projects and initiatives. They represent the more specific work the Department is undertaking and include: activities associated with establishing the Department, regulatory compliance issues such as stormwater, sustainability initiatives, and natural resource related projects.

Both the functional areas and the program areas were developed by the Department of the Environment in close cooperation with the Coordinated Departments. These functional duties of the Department and the program areas are reflected throughout this plan.

SCOPE OF THIS PLAN

Because the Department of the Environment was created as a coordinating agency within county government, this plan is not about launching major new policy initiatives or programs that effect the entire county-at-large. As such, this plan is not about taking work or regulatory responsibilities (i.e. stormwater compliance) away from municipalities. Moreover, this plan is not about building the Department of the Environment to assume the work responsibilities entrusted to other county agencies nor is it about creating additional regulations.

The primary objective of the Environmental Plan is to identify and prioritize the projects where the coordination and the professional input that the Department of the Environment offers will add value and expertise to the process or product. This primary objective reflects the primary goal of the Department of the Environment, which is to effectively coordinate environmental programs, services and compliance within the county government and between county agencies, thereby expanding and enhancing overall environmental capacity. In this way, the county can improve its effectiveness and efficiency in stewarding county environmental resources and reduce our own environmental footprint.

However, throughout all of our Department efforts, it is critical to remember that the Department must also be flexible so that it can respond to unanticipated issues and opportunities. It is important for this Department to exercise professional judgment when appropriate and address issues that are not explicitly detailed in this plan.

WORK AREAS

WORK AREA #1 - DEPARTMENT ESTABLISHMENT & DEVELOPMENT

Key Message
The Department of the Environment is filling a profound need within Ulster County for environmental coordination and information while also establishing itself as a new 'coordinating department'. It is important for the Department to:
1) invest time in establishing procedures and operating guidelines;
2) provide information to the County, municipalities and public and learn from them about the challenges they face and the needs they have; and,
3) maintain flexibility as a coordinating department to address important issues as they arise and provide information about more efficient problem solving within the County.

CONTEXT

Ulster County has a unique opportunity for coordination and enhancement of environmental projects with the Department of the Environment. However, in order to realize the full potential of the Department of the Environment and the Coordinating Department model, we need to take the time necessary to properly develop and establish the Department. The process by which the Department of Environment operates is just as important as the program's specific content. In order to do it right, the Department of the Environment needs to invest time establishing procedures with the Coordinated Departments, establish and support its relationship to the Environmental Management Council, and develop links with the municipalities.

The Department of the Environment crosses department boundaries. It is in a unique position to learn about the strengths, weaknesses, opportunities and challenges facing the County in our collective effort to provide environmental services. It needs to build operating procedures that integrate the strengths and expertise of the Coordinated Departments. It also needs to learn how to give back to the Coordinated Departments by creating a learning environment where information and experiences are shared. The Department of the Environment wants to work with the Coordinated Departments to further explore operating procedures, guidelines for involvement and projects, review procedures, procedures for future environmental plans, and methods of communication.

The Department of the Environment also needs to develop relationships with municipalities and to become established as an environmental resource in the community. These relationships, along with the Department's close relationship with the Environmental

Management Council, are critical to understanding the environmental needs and challenges Ulster County is facing.

OBJECTIVES FOR DEPARTMENT ESTABLISHMENT

Objectives
E&D1- Establish Departmental operating procedures with Coordinated Depts.
E&D2- Increase awareness of Department within County Government, municipalities, and local environmental organizations.
E&D3- Establish the DoEnv as an information resource within the County through resource guides, information and links (web or in office).
E&D4- Provide the UC EMC with technical and administrative support
E&D5- Be responsive to environmental and coordination needs within the County.

IMPLEMENTATION PLAN FOR DEPARTMENT ESTABLISHMENT

Actions	Lead	Coordinated	Deliverable	Due Date
1. Establish Rules and Procedures				
Establish a guide to operating procedures and Departmental responsibilities	DoEnv	Coord Depts	Formalized Guidelines	12/1/08
2. Develop Resource Guides				
Monitor calls to DoEnv and log questions asked	DoEnv	NA	Call Log	Continuous
Create Database of environmental educators in area	DoEnv	CCE, UCSWCD	Database	11/1/2008
Survey County government sponsored education & outreach.	DoEnv	All Depts	List	2/1/2009
3. Develop Department Website-				
Launch initial basic website	DoEnv	IS	Website	10/1/2008
Add resource guides and additional information	DoEnv	IS	Website	Continuous
4. Connect to Municipal Level				
Attend a meeting or make connection in every municipality (via CAC meeting, town planners, planning board, other)	DoEnv	EMC, Planning	Report on meeting	6/1/2009
Perform needs assessment of towns to identify highest priority environmental items.	EMC, Planning	DoEnv	Needs Assessment Report	6/1/2009
5. Support EMC				
Provide Administrative Support	DoEnv	EMC	NA	Continuous
Provide technical support	DoEnv	EMC	NA	Continuous

WORK AREA #2- REGULATORY COMPLIANCE: STORMWATER

Key Message
Stormwater- also known as non-point source pollution- can negatively impact water quality and ecosystem health and has the potential to increase flood flows and infrastructure damage during precipitation events. Successfully administering and following the DEC Stormwater program will not only ensure regulatory compliance for the County but will help to protect our valuable water resources and help to prevent flood damage.

CONTEXT

Stormwater is another term for surface water runoff and is of environmental concern because it often carries pollutants including sediment, salt, oils, nutrients, bacteria, and other chemical pollutants. It is a major source of pollution in our waterways. The New York State Department of Environmental Conservation (DEC) has taken on regulating stormwater within the state through several programs. Although the majority of the regulatory responsibility lies with individual municipalities, the county has regulatory responsibilities to fulfill.

Stormwater is a problem because of the pollutants it carries and its negative impact on water quality. However, stormwater quantity is also a problem. The more impervious surfaces there are in a watershed, the more surface water runoff there is during storm events and the greater the potential is for erosion and flooding. Stormwater programs offer another opportunity to educate people about the connections between landuse and flooding. Any public outreach on this issue should include these landscape connections between landuse and flooding.

Ulster County has developed a strong Stormwater Management Program within the Department of Public Works. The Stormwater Management Program has been very successful partnering with other county departments and agencies in meeting regulatory requirements. The Department of the Environment sees the County's primary objective with respect to stormwater to be building our internal capacity. This includes working with partners, leading efforts through the pooled resources model, and looking for additional grant funding for projects.

The Stormwater regulatory programs are relatively new, somewhat complex and require considerable resources and technical expertise at the municipal level. The County, because of the stormwater program and technical resources, is in a position where we can help build capacity at the municipal level. We see this as an important role that the Stormwater Management Prog ram and the Department of the Environment can play. Sharing information,

techniques, and technical resources (where appropriate) are ways the County can support the municipalities in their compliance.

OBJECTIVES FOR STORMWATER

Objectives
SW1- Coordinate with the UC DPW Stormwater Management Program to ensure that the county is meeting the regulatory requirements of the DEC Stormwater Program.
SW2- Support municipalities with their permit compliance by providing information, technical support and, where applicable, staff support.

IMPLEMENTATION PLAN FOR STORMWATER

Actions	Lead	Coordinated	Deliverable	Timeframe
1. County Compliance				
Prepare audit documentation for County	DPW	DoEnv, UCSWCD, Planning	Audit binder	10/1/2008
Complete storm drain stenciling of County infrastructure in MS4 area	DPW, UCSWCD	DoEnv	# of drains stenciled	10/15/2008
Draft a new Stormwater Management Plan addressing each of the six MCMs, tasks, dates, and responsible parties	DPW	DoEnv, UCSWCD, Planning	Management Plan	2/1/2009
Prepare Annual Report for County	DPW	DoEnv	Annual Report	6/1/2009
Begin Outfall Structure- Monitoring	DPW	DoEnv, UCSWCD, UCHD	Monitoring Schedule	11/1/2008
Identify and Eliminate Illicit Discharges	DPW	UCSWCD, UCHD, DoEnv	Document and correct as they occur	Continuous
Identify funding opportunities for Stormwater Management	DoEnv	DPW, UCSWCD, Planning	Inform DPW	Continuous
Review use of pesticides, herbicides and fertilizers by County on County property (beyond current scope of Stormwater permit)	DoEnv	DPW, UCHD	Report for file	6/1/2009
2. Municipal Support-				
Create maps delineating regulated areas and other areas of importance. Post on SWMP website	UCIS	DPW, DoEnv,	Maps on website	2/1/2009
Hold workshop/information session for interested municipalities on sewershed delineation mapping.	DPW	DoEnv, UCIS, UCSWCD, UCHD	Information Session/Work shop	3/1/2009
Support storm drain stenciling of Municipal infrastructure in MS4 area	UCSWCD	DPW, DoEnv, UCSWCD	Report # of drains stenciled	Continuous
Support Outfall Structure- Monitoring	DPW	UCIS, UCSWCD, DoEnv, UCHD	Track outreach to towns	Continuous
Identify funding opportunities for Stormwater Management Program Mapping	DoEnv	DPW, UCSWCD, Planning	Information to Coordinated Departments, Applications as appropriate	Continuous

WORK AREA #3- SUSTAINABILITY

Key Message
Reducing our consumption of energy and natural resources is not only environmentally responsible but often also economically responsible. For this current Environmental Plan, we have focused our sustainability initiatives around four areas that will serve as a catalyst for additional improvements in the future. These areas include: energy policy, climate protection, recycling and procurement.

CONTEXT

Ulster County commands and consumes considerable material and energy resources to run its necessary operations. However, a significant opportunity exists to alter our consumption patterns in order to conserve energy, improve energy efficiency, and reduce overall waste generation. The Division of Buildings and Grounds within Public Works has made many initial inroads in this area including energy audits, use of green cleaning products, and switching to energy conserving products and techniques in buildings. The Department of the Environment believes that Ulster County government is ready to build and expand on the many initial successes in sustainable practices implemented.

For example, the development and adoption of a comprehensive Energy Policy for Ulster County Government has the potential to positively contribute to climate protection. It could help to systematically reduce energy demand beginning with ongoing county operations, save significant financial resources, contribute to enhanced environmental quality, and provide the leadership necessary to encourage our local communities to take responsibility and act accordingly.

OBJECTIVES FOR SUSTAINABILITY

Objectives
S1 - Facilitate the research, development and implementation of a comprehensive Energy Policy for UC Government that will reduce energy demand of county operations and save money.
S2 – Support the Global Warming Advisory Committee.
S3 – Assess and improve material use and recovery by UC Government.

IMPLEMENTATION PLAN FOR SUSTAINABILITY

Actions	Lead	Coordinated	Deliverable	Timeframe
ENERGY CONSERVATION				
Complete a draft Energy Policy including a policy rationale and implementation strategy.	DoEnv,	DPW, Global Warming Adv Committee	Policy	12/1/2008
Begin to develop a "Smart Offices" campaign to educate county employees about energy conservation. [1]	DoEnv,	DPW, CCE	Initial program scope document	10/15/2008
Establish a range of energy conservation projects with financing mechanisms.	DoEnv	DPW	Initial guidance document and updates	1/1/2009
Determine the feasibility of a "green power" demonstration project, partnering with The Solar Energy Consortium (TSEC) and utilizing a county facility.	DoEnv, DPW	Planning	Memo to UC Env. Committee, UC Public Works Committee	12/1/2008
Review local government energy conservation efforts in NYS and within the region; compare programs and evaluate relative ease and cost.	DoEnv, Planning	DPW	Initial guidance document and updates	10/1/2008
Produce an Energy Policy Rationale and Implementation Strategy document. This document will support the development of an energy policy with measurable goals.	DoEnv, Planning	DPW	Rationale and Implementation Plan	12/15/2008
CLIMATE PROTECTION				
Select a framework (ICLEI or Climate Registry) for evaluating the implications of climate change within Ulster County; provide program development assistance to support the Global Warming Advisory Committee (GWAC) in this effort.	DoEnv	DPW, GWAC	Recommendation to GWAC and the UC Env. Committee on preferred method	11/1/2008
Identify funding sources to help the county address climate change mitigation planning.	DoEnv, Planning	DPW		Continuous
Place Climate Protection web resources on county website.	DoEnv	UCIS, GWAC	Website Information	3/1/2009
Train the trainers-develop a workshop on climate protection program development for interested educators (GWAC).	DoEnv	CCE, UCHD, GWAC	Workshop	8/1/2009
RECYCLING PROGRAM				
Conduct a survey of county employee recycling habits	DoEnv	UCPW, UCRRA[2]	Report on Survey Results	2/1/2009
Establish a baseline recycling rate for county buildings	DoEnv, UCPW	UCRRA[2]	Rates	2/1/2009
Develop increased participation benchmarks to capture additional recyclable materials.	DoEnv	DPW; UCRRA[2]	Benchmarks	3/15/2009
Develop an initiative to increase county-wide institutional recycling rates and recycling awareness.	DoEnv	DPW, CCE, UCRRA[2]	Program planning document	Summer 2009
GREEN PROCUREMENT				
Research Green Procurement Policies and Procedures and produce guidance document.	DoEnv	UC Purchasing Department[3]	Initial guidance document and updates	1/1/2009; Continuous

1 Pending legislative approval of UC Energy Policy
2 UCCRA is not a Coordinated Department but has expressed eagerness to work with the DoEnv as a partner on this project
3 UC Purchasing is not a Coordinated Department but would be consulted on this project

WORK AREA #4- NATURAL RESOURCES

Key Message

There is a great need within the County to improve the coordination around, and ability of, the County, local municipalities and residents to make planning and land use decisions that protect critical natural resources in Ulster County. In order to protect important natural resources and encourage smart development in suitable areas, we need to be able to adequately identify and characterize our natural resources and build our capacity to use GIS as a tool to do so.

CONTEXT

Natural resource management and protection is a large and complicated undertaking. It requires data characterizing resources, an understanding of threats and trends, current scientific understanding, and serious coordination at the local, county and state levels. It builds on and requires the work of many non-profit, advocacy and community groups. It is a large undertaking. There are a few specific roles the Department of the Environment can play that will help coordinate the efforts and interests of the County and also build capacity of other organizations to do successful natural resource planning.

First, the County is in an excellent position to provide an updated and expanded Natural Resource Inventory (NRI). An NRI is a computer based map inventory that provides information necessary for decision making, (like that needed for the Open Space Partnership) and gives municipalities a powerful tool to improve their own decision making capacity. The NRI is an ideal opportunity to link County capabilities and resources with municipal needs. The Department of the Environment views the NRI as a keystone effort in this Work Area.

Second, the Department of the Environment plays an important role in other regional resource planning and watershed planning efforts. The County, through its infrastructure, planning responsibilities, and other regulatory responsibilities, is a key stakeholder in many different regional resource efforts. The Department of the Environment is a logical party to participate in many of these planning efforts. We can coordinate and represent County interests in natural resource planning and ensure that the appropriate parties are informed of activities.

Third, the Department has technical expertise in natural resource planning and is well suited to serve as a link between state level efforts (and other larger efforts) and municipal activities. This is another way in which the Department of the Environment can support municipalities and other local efforts by building their capacity with tools and information.

Effective natural resource planning is dependent on information and informed decision making. We believe the Department is in an excellent position to coordinate natural resource efforts within the county, build the capacity of others, and to be a point for improved communication. These are all important efforts to achieve effective natural resource planning.

OBJECTIVES FOR NATURAL RESOURCES

Objectives

NR1- Update the Natural Resource Inventory (NRI) GIS database. Explore ways to make that information more accessible to local land use decision makers.

NR2- Act as a technical resource for partners engaged in Natural Resource Planning. Represent and advocate for the County in funding and projects.

NR3- Support the Open Space plan by providing data necessary to prioritize acquisition (NRI) and research guidance for interpreting that data.

IMPLEMENTATION PLAN FOR NATURAL RESOURCES

Actions	Lead	Coordinated	Deliverable	Date
1. Natural Resource Inventory				
Seek Grant Funding to Support the NRI update- NYS DEC Hudson River Estuary Program	DoEnv	UCIS, Planning	Completed Grant Application	June 27, 2008 (completed)
Update the NRI database	DoEnv	UCIS, Planning, UC EMC, UCSWCD	Geodatabase File	10/1/2008
Review and inventory County water resource data.	DoEnv, UCHD		Summary Report	3/1/2009
Conduct Needs Assessment/Survey of Municipalities.	DoEnv	EMC	Report	1/1/2009
Expand NRI datasets		DoEnv, Planning, UCHD	Updated Geodatabase files	4/1/2009
Make data available on a web based platform	UCIS	DoEnv	Web Application	8/1/2009
Coordinate ongoing GIS activities	UCIS	DoEnv	Reconvene GIS Coordinating Committee	Continuous
2. Watershed Planning				
Represent County in local watershed planning	DoEnv	UCSWCD, Planning, UCHD	NA	Continuous
Identify funding for county interests, apply as applicable	DoEnv	Planning, EMC, UCSWCD, UCHD	Information to Coordinated Departments, Applications as appropriate	Continuous
3. Open Space Planning				
Participate in the Open Space Partnership	DoEnv, EMC, Planning	NA	NA	Continuous
Support prioritization through NRI development	DoEnv, Open Space Partnership	EMC, Planning	Updated Geodatabase	6/1/2009
Research acquisition prioritization for guidance document	DoEnv, Open Space Partnership	EMC, Planning	Report	6/1/2009

How this Plan will be Applied

For each of the Work Areas detailed in this report, the Department of the Environment will be convening and facilitating a Work Area Team. The Work Area Teams will be comprised of key personnel in the appropriate lead and coordinated departments listed in each implementation plan. The Work Area Teams will discuss, guide and accomplish the items in the implementation plan. Team meetings, similar to Coordinated Department Meetings, will be a forum for enhanced communication and coordination. In addition, the Work Area Team focused on Natural Resources will primarily be devoted to the use of GIS in natural resource related planning by the County. The Coordinated Departments have expressed a strong desire for improved and enhanced coordination of GIS related matters.

This plan will be used to guide the work of the Department of the Environment from September of 2008 through August of 2009. In order to address issues of relative importance, the Department of the Environment along with the Coordinated Departments will prioritize projects and implementation activities. We realize that because of the nature of our role as a coordinating department, we will inevitably be involved with other important and pressing projects which are not included in this plan during this time period. Six months after this plan is finalized we will review our progress in achieving the goals set out in the plan. We will document any additional projects which we are subsequently involved in and provide an update memorandum for the Coordinated Departments and the Environmental Committee of the Legislature.

Plan Review Process

The Environmental Plan, as per local law establishing the Department, will be submitted to the Ulster County Legislature. In future years, the Environmental Plan will include a review of the progress of the Department to the goals and the Action Plan items in the previous year's plan. Comments and suggestion are valuable at any time. Please contact the Department of the Environment via phone (338-7287), email (environment@co.ulster.ny.us) or send comments to the attention of the Department of the Environment, PO Box 1800, Kingston, NY 12402.

Appendix A-
List of Coordinated Departments and their
Major Environmental Responsibilities

ULSTER COUNTY SOIL AND WATER CONSERVATION DISTRICT
Major Environmental Responsibilities
- Stream Bank Stabilization and Remediation
- Stream Corridor Riparian Buffer Establishment and Maintenance
- Wetlands Preservation and Restoration
- Wildlife Habitat Preservation and Establishment
- Forestry Best Practices and Protection (consult with NYSDEC)
- MS4 and non-MS4 Stormwater Erosion and Sediment Control Assessment and Best Management Practices
- Groundwater Protection (Support Capacity to UC Health Dept. and NYSDEC on As-Needed Basis)
- Flood Response and USDA Emergency Watershed Protection Program
- Pesticide and Herbicide Controls - Agriculture and Forestry through Best Management Practices
- Invasive Species Identification and Control
- Biodiversity Planning through USDA Programs in Consultation with NYSDEC
- Open Space Planning (Support Capacity to Both UC Planning Dept. and County Agricultural Farmland Protection Board, Providing Input and Assistance on an As-Needed Basis)
- Agricultural Environmental Management (AEM) Assessment, Planning and Implementation of Best Management Practices
- Agricultural Best Management Practices Cost Sharing Programs (USDA) and Grants to Implement AEM Projects
- Homeowner Assistance for Slope Stabilization, Critical Area Planting Recommendations, Drainage, Ponds and Permitting
- Municipal Assistance for Mapping, Erosion and Sediment Control, Stabilization and Permitting as Needed
- Bareroot Tree and Shrub and Fish Stocking Programs

ULSTER COUNTY ENVIRONMENTAL MANAGEMENT COUNCIL
Major Environmental Responsibilities
- Prepare and Submit Annual report of State of County's Environment to the Legislature
- Prepare a Plan for the Protection of County's Environment and natural Resources
- Develop and Maintain an Inventory of Open Space, Marshes, Wetlands and Natural Resources
- Advise Municipalities on Best Management Practices (BMP) in Regard to Environmental Resources
- Recommend Ecologically Sound Planning Methods to County and Municipalities
- Develop Education and outreach Programs for Wetlands Identification and Protection, Stormwater Control, Biodiversity Planning and Stream Monitoring
- Develop a Plan to Write Grants for Inter-Municipal Environmental Programs
- Provide Advice on Developing BMPs for Surface and Groundwater Management

CORNELL COOPERATIVE EXTENSION OF ULSTER COUNTY

Major Environmental Responsibilities

- Water quality and pesticide use for farm and garden
- Soil tests, plants and insect identification
- Invasive species control
- Best Management Practices for agricultural soils and crops
- Integrated Pest Management and Organic Agriculture Methods
- Environmental science, citizen science and GIS for adults and youth
- Environmental and biodiversity issues for adults and youth
  Youth environmental leadership on sustainable household practices, watershed monitoring and climate change
- Support for youth gardening activities in schools, clubs and communities
- Stream management planning and education in the Ashokan Watershed
  Effective wildlife damage mitigation techniques for farmers, homeowners and businesses
- Principles of water wise gardening that can reduce pollution by conserving water using demonstration gardens in a hands-on practical method
- Adoption of stormwater management practices on residential properties using a demonstration rain garden.
- Composting and demonstrating the different methods using model and actual composters on-site in our gardens
- Outreach gardening booths at local fairs, festivals, farmers markets and events that allow for one on one interaction with the public
- Annual workshops that address all types of home gardening issues and distribution of learning materials
- Outreach on alternative energy for agriculture
- Energy efficiency for agriculture and consumers
- Facilitate purchase of development rights and ag district law to protect agricultural land base

ULSTER COUNTY HEALTH DEPARTMENT

Major Environmental Responsibilities

- Water Supply and Wastewater Permitting and Testing - Public and Private
- Restaurant / Food Sanitation
- Migrant Housing Water and Sewage
- Beach / Pool / Campsites / Parks Water Cleanliness (Temporary Residences)
- Chemical Spills
- Hazardous Waste Storage
- Environmental Health Assessment
- Communicable Disease – Including Water Borne, and Vector Transmitted (eg Rabies and Lyme)
- Refuse and Sludge Haulers and Disposal Sites
- Collaboration with NYS DEC and NYC DEP
- Environmental Health Education

ULSTER COUNTY PLANNING DEPARTMENT

Major Environmental Responsibilities

- Comprehensive Planning
- Referral Responsibility under General Municipal Law
- Technical Assistance to Municipalities and the Legislature
- Implementation of Various County Planning Documents

ULSTER COUNTY INFORMATION SERVICES

Major Environmental Responsibilities

- Disposal of Technology Related Equipment in Compliance with NYS DEC and Federal Regulations
- Provide Infrastructure for the Department of the Environment (and other County Departments) to Operate, including Telephones, Communications, Computer Equipment and Services
- Coordinate and Develop County-Wide GIS Hardware, Software, Training and Database standards to facilitate inter- and intra- Agency Collaboration, Compatibility, and Data Sharing
- Provide Technical Recommendations and Consulting Services to County Departments and Municipalities on GIS and other Environmentally Related Technology Projects
- Design and Develop Business Applications to Address the Environmentally Related Operational Needs of County Departments

ULSTER COUNTY DEPARTMENT OF PUBLIC WORKS

BUILDINGS AND GROUNDS DIVISION

Major Environmental Responsibilities

- Maintain MS4 Controls on all County Run Operations
- Follow Pesticide and hazardous Materials Notification Guidelines in all County Run Operations
- Follow Storage and Use Guidelines for all Chemical Products
- Follow Non-Stormwater Discharge Controls for all County Run Operations
- Follow MS4 Guidelines and Controls for all County Run Operations
- Monitor and maintain MS4 Stormwater Records for County Operations
- Emergency Response to Chemical Spills in Municipal Operations
- Oversee Energy Audits - Current Operations
- Incorporate "Green Building" Criteria in all Future Operations

HIGHWAYS AND BRIDGES DIVISION

Major Environmental Responsibilities

- Comply with SPDES regulations on Construction, Repair and Reconstruction of Roads, Drainage Systems and Bridges.
- Post Construction Inspection and Remediation for Stormwater Management
- Pollution Prevention / Good Housekeeping for Municipal Operations
- NPDES and SPDES Permits
- Flood Management and Emergency Response
- Perform Environmental Review of and Apply for Permits for Construction Projects Progressed by UCDPW.

UC Department of the Environment Environmental Plan: Work Plan (September 2008- August 2009)					Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	August
		Lead Dept	Coord Depts	Deliverable	Due Date												

Program Area #1- Department Establishment and Development

		Lead Dept	Coord Depts	Deliverable	Due Date
1. Establish Rules and Procdures	Establish a guide to operating procedures and Departmental responsibilities	DoEnv	All Coord Depts	Formalized Guidelines	12/1/2008
2. Develop Resource Guides	Monitor calls to DoEnv and log questions asked	DoEnv	NA	Call Log	Continuous
	Create Database of environmental educators in area	DoEnv	CCE, UCSWCD	Database	11/1/2008
	Survey County government sponsored education & outreach.	DoEnv	All Depts	List	2/1/2009
3. Develop Department Website	Launch initial basic website	DoEnv	IS	Website	10/1/2008
	Develop and add resource guides and additional information	DoEnv	IS	Website	Continuous
4. Connect to Municipal Level	Attend a meeting or make connection in every municipality (via CAC meeting, town planners, planning board, other)	DoEnv	EMC	Report on meetings	6/1/2009
	Perform needs assessment of town CACs, EMC, highest priority items. Environmental information.	EMC	DoEnv	Needs Assessment Report	6/1/2009
5. Support EMC	Provide Administrative Support	DoEnv	EMC	NA	Continuous
	Provide technical support	DoEnv	EMC	NA	Continuous

	= ongoing task
	= deliverable work item

UC Department of the Environment
Environmental Plan: Work Plan (September 2008- August 2009)

		Lead Dept	Coord Depts	Deliverable	Due Date	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	August

Program Area #2- Regulatory Compliance: Stormwater

Category	Task	Lead Dept	Coord Depts	Deliverable	Due Date
1. County Compliance	Prepare audit documentation for County	DPW	DoEnv, UCSWCD, Planning	Audit binder	10/1/2008
	Complete storm drain stenciling of County infrastructure in MS4 area	DPW, UCSWCD	DoEnv	Document # of drains stenciled	10/15/2008
	Identify and Eliminate Illicit Discharges	DPW	UCSWCD, UCHD, DoEnv	Document and correct as they occur	Continuous
	Begin Outfall Structure- Monitoring	DPW	DoEnv, UCSWCD, UCHD	Monitoring Schedule	11/1/2008
	Draft a new Stormwater Management Plan addressing each of the six MCMs, tasks, dates, and responsible parities	DPW	DoEnv, UCSWCD, Planning	Management Plan	2/1/2009
	Identify funding opportunities for Stormwater Management	DoEnv	DPW, UCSWCD, Planning	Inform DPW	Continuous
	Prepare Annual Report for County	DPW	DoEnv	Annual Report	6/1/2009
	Review use of pesticides, herbicides and fertilizers by County on County property (beyond current scope of Stormwater permit)	DoEnv	DPW, UCHD	Report for file	6/1/2009
2. Municipal Support	Create maps delineating regulated areas and post on SWMP website	UCIS	DPW, DoEnv,	Maps on website	2/1/2009
	Hold workshop/information session for interested municipalities on sewershed delineation mapping	DoEnv	DPW, UCIS, UCSWCD, UCHD	Information Session/Workshop	3/1/2009
	Support storm drain stenciling of Municipal infrastructure in MS4 area	UCSWCD	DPW, DoEnv, UCSWCD	Report # of drains stenciled	Continuous
	Support Outfall Structure- Monitoring	DPW	UCIS, UCSWCD, DoEnv, UCHD	Track outreach to towns	Continuous
	Identify funding opportunities for Stormwater Management Program Mapping	DoEnv	DPW, UCSWCD, Planning	Info to Coordinated Depts, Apply as appropriate	Continuous

Legend:
- ▨ = ongoing task
- ▧ = deliverable work item

UC Department of the Environment
Environmental Plan: Work Plan (September 2008- August 2009)

		Lead Dept	Coord Depts	Deliverable	Due Date	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	August

Program Area #3- Sustainability Initiatives

		Lead Dept	Coord Depts	Deliverable	Due Date
1. Energy Conservation	Review local government energy conservation efforts in NYS and within the region; compare programs and evaluate relative ease and cost.	DoEnv, Planning	DPW	Initial guidance document and updates	10/1/2008
	Complete a "draft" Energy Policy including a policy rationale and implementation strategy.	DoEnv	DPW, GWAC	Policy	12/1/2008
	Determine the feasibility of a "green power" demonstration project, partnering with The Solar Energy Consortium (TSEC) and utilizing a county facility.	DoEnv, DPW	Planning	Memo to UC Env. Committee, UC Public Works Committee	12/1/2008
	Produce an Energy Policy Rationale and Implementation Strategy document.	DoEnv, Planning	DPW	Rationale and Implementation Plan	12/15/2008
	Establish a range of energy conservation projects with financing mechanisms.	DoEnv	DPW	Initial guidance document and updates	1/1/2009
	Develop a "Smart Offices" campaign to educate county employees about energy conservation.	DoEnv	DPW, CCE	Initial program scope document	10/15/2008
	Pilot "Smart Offices" in the County Office Building (COB).	DoEnv	DPW, CCE	Initial program scope document	5/1/2009
	Monitor and Evaluate the success of "Smart Offices"	DoEnv	DPW, CCE	Program evaluation	8/1/2009
2. Climate Protection	Select a framework (ICLEI or Climate Registry) for evaluating the implications of climate change within Ulster County	DoEnv	DPW, GWAC	Memo to GWAC and the UC Env. Com on preferred method	11/1/2008
	Identify funding sources to help the county address climate change mitigation planning.	DoEnv, Planning	DPW	Updates to Deptartments	Continuous
	Place Climate Protection web resources on county website.	DoEnv	UCIS, GWAC	Website Information	3/1/2009
	Train the trainers: develop a workshop on climate protection program development for interested educators (GWAC).	DoEnv	CCE, UCHD, GWAC	Workshop	8/1/2009
3. Recycling Program	Conduct a survey of county employee recycling habits	DoEnv	UCPW, UCRRA	Report on Survey Results	2/1/2009
	Establish a baseline recycling rate for county buildings	DoEnv, UCPW	UCRRA	Rates	2/1/2009
	Develop increased participation benchmarks to capture additional recyclable materials.	DoEnv	DPW; UCRRA	Benchmarks	3/15/2009
	Develop and launch an initiative to increase county-wide institutional recycling rates and recycling awareness. Pilot in the COB.	DoEnv	DPW, CCE, UCRRA	Program planning document	Summer 2009
4. Green Procurement	Research Green Procurement Policies and Procedures and produce guidance document.	DoEnv	UC Purchasing Department	Initial guidance document and updates	1/1/2009; Continuous

= ongoing task	
= deliverable work item	

UC Department of the Environment
Environmental Plan: Work Plan (September 2008- August 2009)

		Lead Dept	Coord Depts	Deliverable	Due Date	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	August
Program Area #4- Natural Resources																	
1. Natural Resource Inventory	Seek Grant Funding to Support the NRI update- NYS DEC Hudson River Estuary Program	DoEnv	UCIS, Planning	Completed Grant Application	June 27, 2008 (completed)												
	Update the NRI database	DoEnv	UCIS, Planning, UC EMC, UCSWCD	Geodatabase file	10/1/2008												
	Conduct Needs Assessment/Survey of Municipalities.	DoEnv	EMC	Report	1/1/2009												
	Review and inventory County water resource data.	DoEnv, UCHD		Summary Report	3/1/2009												
	Expand NRI datasets		DoEnv, Planning, UCHD	Updated Geodatabase files	4/1/2009												
	Make data available on a web based platform	UCIS	DoEnv	Web Application	8/1/2009												
	Coordinate ongoing GIS activities	UCIS	DoEnv	Reconvene GIS Coordinating Committee	Continuous												
2. Watershed Planning	Represent County in local watershed planning	DoEnv	UCSWCD, Planning, UCHD	NA	Continuous												
	Identify funding for county interests, apply as applicable	DoEnv	Planning, EMC, UCSWCD, UCHD	Info to Coord Depts, Apply as appropriate	Continuous												
3. Open Space Planning	Participate in the Open Space Partnership (OSP)	DoEnv, EMC, Planning	NA	NA	Continuous												
	Research acquisition prioritization for guidance document	DoEnv, OSP	EMC, Planning	Report	6/1/2009												
	Support prioritization through NRI development	DoEnv, OSP	EMC, Planning	Updated Geodatabase	6/1/2009												

= ongoing task
= deliverable work item