



Meeting Notes

Planning Committee Meeting

September 17, 2014, 4:30 pm – 6:30 pm
Town Hall, Horton Road, Blooming Grove, NY

Attendance:

Town of Blooming Grove Steering Committee:

Richard Bachman
Perry Ragusa
Julius Sas
Jay Beaumont
Carl Takiakjian
Carl Gilbert

NY Rising

Lori DuBord

NY Department of State

Lisa Melville

Orange County Planning

Matthew Ryan

Tetra Tech, Inc.:

Emily Slotnick
Caitlin Kelly
Susan Roth

Hunt, Guillot & Associates

Kendall Magee
Danny Magee
Jeanne Thiels

Town of Blooming Grove

Johanna Kiernan, Town Board
Ron Jurain, Town Board
Doug Mitchell, OEM Director

Agenda Item: Welcome/Notes/Future Meetings

Presenter: Tetra Tech/Slotnick

Summary of Discussion:

1. Emily Slotnick welcomed everyone to the meeting. Meeting Notes from the committee meetings held on August 20th and September 3rd and the Public Engagement Meeting on September 3 were approved by the committee.
2. There were two guest speakers at this meeting. The first speaker is the Town’s Emergency Management Director, Doug Mitchell, who gave a presentation on the Town’s disaster preparation activities and needs from his office’s point of view. The second is Kendall Magee from Hunt Guillot and Associates, who gave a presentation on projects eligible for funding through CBDG-DR.
3. The next committee meeting will be on October 1st at 4:30 at the Senior Center.
4. The date for Public Engagement Meeting #3 will be on November 5th. Prior to this meeting there will be a committee meeting. The committee meeting will start at 6:00, and the public engagement meeting will start at 7:00.
5. Caitlin Kelly will be meeting with Doug Mitchell and other emergency meeting providers and will bring the results of this meeting to the committee.
6. Tentatively Emily Slotnick has invited a planner to discuss zoning at the next meeting.

Decision/Motions/Votes: N.A.

Action Items: N.A.

Person Responsible:

Due Date:

Agenda Item: Status of the Plan/Review of Strategies

Presenter: Tetra Tech/Slotnick

Summary of Discussion:

1. Section 1 and 2 of the Plan has been finalized and all comments incorporated.
2. The strategies, which lead to the development of projects, were provided in draft form for the meeting. Final strategies are due on September 19th. The strategies were related to the goals and needs in a table that was provided at the meeting.
3. There was no comment on the strategies. The strategies will logically lead into the identification of projects.
4. Decision/Motions/Votes: N/A

Action Items: N/A

Person Responsible

Due Date

Agenda Item: Emergency Management

Presenter: Doug Mitchell

Summary of Discussion:

1. Doug Mitchell gave an overview of the history of Emergency Management.
2. He stated that the first point of contact in an emergency would be the 911 center. They are specifically trained to give the public the information that they need in a number of scenarios. The emergency personnel train regularly to be prepared for any scenario.
3. During a significant storm or emergency, the municipality and its residents should be prepared to be able to take care of themselves for 72 hours. There have been campaigns to educate residents on the need to have emergency kits in their homes with everything that they need ready to go if they need to evacuate quickly. 80 percent of residents do not have an emergency kit at home.
4. It is important to have evacuation plans for all residents and that residents know where to go. Mutual Aid cannot be requested until all local resources have been expended. The chain of contact starts with the most local entity and goes up: Village, then Town, then County, then State, then Federal Government. Residents are reluctant to leave their homes and more outreach needs to be conducted to convince them to go to safety.
5. When a disaster happens, Red Cross and mutual aid responders use up available hotel space. There is a need for more places to put displaced residents for a longer period of time. All places have to be approved by the Red Cross, and the only Red Cross shelter in Orange County is located in Port Jervis. Schools cannot be used long term because schools cannot be opened with people staying in them overnight.
6. There was a short discussion on locations that could be available for an emergency shelter. The committee was reminded that funds could be used to build a new shelter building.

Decision/Motions/Votes: N.A.

Action Items:

Person Responsible

Due Date

Agenda Item: CBDG-DR funding eligibility

Presenter:

HGA/Kendall Magee

Summary of Discussion:

1. Lori DuBord introduced HGA to the Committee and explained their role in the implementation phase of the project. Lori DuBord reminded the committee that this information about funding eligibility was being provided to guide the use of the set aside funding, however, the committee should look at other projects that have other possible funding streams and not limit themselves to developing projects eligible under CBDG-CR. The committee should continue to think broadly in terms of projects, and focus on long-term resiliency efforts. The goal of this planning process is to create a comprehensive list of projects that will increase the community's resiliency during an emergency event, and can be implemented over several years.
2. Kendall Magee introduced himself and his associates to the committee as the NYRCR lead grant consultants for this region.
3. Projects funded by CBDG-CR are required to address the following:
 - The project has to meet one of the following three criteria:
 - There has to be a benefit to low and moderate income people defined by the 2010 U.S. Census.
 - The project has to eliminate slums or blight.
 - The project needs to demonstrate that it is an urgent need in the community, defined as addressing threats to the community's health and welfare. The project would need to be eligible under Housing and Community Development Act (Section 105). Urgent need is defined broadly, and can include public and quasi-public facilities, such as creating an urgent care center. Other examples included improving a public road or public water/sewer treatment facility, schools, hospitals, etc.
 - The categories are defined broadly, and allow the use of the money to address economic development, acquisition of property, and planning capacity building. If the money is used for a study, then a portion of the funding has to be used to improve conditions and complete a project.
 - All projects must tie into the one of the storms of record and explain how the project ties into recovery or creating resiliency in the community. Examples provided include implementing a reverse 911 system, moving a fire station out of a flood area, drainage projects that improve storm conditions.
4. Ineligible activities generally include purchase of equipment, operations and maintenance. Mitigation is generally not eligible as a stand-alone project, but it can be part of the project.
5. The grant management is easier when the cost of the project is clearly defined through the planning process.

- Economic Development is also eligible for funding. Examples provided included grants to help offset costs for establishing sources of jobs in the private and public sector.

Decision/Motions/Votes: N/A

Action Items: N/A	Person Responsible	Due Date
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Agenda Item: Potential Projects	Presenter:	Tetra Tech/Slotnick
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Summary of Discussion:

- The committee discussed the potential of several projects with the presenters and the Community Planner after the presentations:
 - Moving fire stations and police stations out of the flood prone areas. There are three fire departments that were heavily flooded during Irene. Fire trucks were moved out of the firehouses prior to the storm. A portion of the project could be funded through other sources. This could be a “Rising to the Top” project.
 - Creating an emergency shelter that could be shared by the Town and the two Villages.
 - There are only two main roads in Blooming Grove, and there are certain limitations with these roads, especially in terms of the ability of emergency vehicles to travel these roads.
- The preliminary project list is due October 3. It will be built out over time over the coming months. The next committee discussion will focus on projects. Emily will be communicating with the committee over email to assist with the development of the project list in advance of the next meeting. The goal is to have a full project list by the next meeting ready for discussion.
- Decision/Motions/Votes: N.A.

Action Items: N.A.	Person Responsible	Due Date
Send project ideas to Emily Slotnick	Committee Members	A.S.A.P
Compile Project List	Emily Slotnick	by Nov 5 th

Agenda Item: Rising to the Top Program	Presenter:	Lori DuBord
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Summary of Discussion:

- The Rising to the Top program is a special award for those communities that have outstanding plans. The Rising to the Top Criteria was discussed at the last CM meeting. Lori DuBord reminded the committee of the applicable categories: Regional (additional potential award of 1.5 million), vulnerable populations (additional potential award of 1 million) and Green Infrastructure (additional potential award of 1 million).
- The amounts mentioned above would be in addition to the potential project award set aside of 3 million.

3. It is also important to express the thought process for the Rising to the Top projects through discussions with the committee and throughout the planning process. To make the application stronger, Lori DuBord recommended that they invite affected community members, and the Committee from the Village of Washingtonville NYRCR Plan to a future meeting to discuss ways that they could collaborate, and other professionals involved in the issues that they have discussed.
4. Lori DuBord mentioned that the Rising to the Top proposal would require the committee to submit an application that would be due in the early part of December and would consist of roughly 10 questions, and a narrative. Lori DuBord would need to know the intent of the committee to apply for the categories by October 15th.

Decision/Motions/Votes: N.A.

Action Items:	Person Responsible	Due Date
End of Meeting Notes		