



# Meeting Notes

## Planning Committee Meeting

August 26, 2014 4:00 pm – 6:00 pm  
The Mulberry House, 62-70 W. Main, Middletown, NY

### Attendance:

#### City of Middletown Steering Committee:

Merritt Winners  
Dalep Singh  
Brian Dering  
Jim Burtis  
Charlene Gabriel  
John Degnan  
Tom Scott

#### New York State Dept. of State:

William B. Harding

#### City of Middletown

Jacob Tawil

#### Public

Jim Steets  
Marie Steets

#### Tetra Tech, Inc:

Ryan Conklin, PP, AICP  
Russ Dudley (phone in)  
Susan Roth

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Agenda Item: Welcome, Public Input, Meeting Notes, Important Dates

Presenter: Tetra Tech/Conklin

### Summary of Discussion:

1. Two members of the public were present; a discussion of the New York Rising Communities Resiliency (NYRCR) program was explained. Outreach was also discussed. The members of the public agreed to help with outreach in their immediate neighborhood.
2. Tetra Tech conducted public outreach at a 4K walk run in Middletown on August 16<sup>th</sup>. They reported that several people stopped by the booth and was interested in the public engagement process and were notified of the upcoming public engagement meeting.
3. Public Engagement Meeting #2 will be held on September 9th, from 7-9 at the City Hall. Public Engagement Meeting #2 will have a presentation of the preliminary Hydraulic HEC/RAS model that will be given to the committee today. Part I of the plan will also be presented as final draft, including the Vision Statement, and Goals and Objectives.
4. Prior to the Public Engagement Meeting #2 will be a short committee meeting at 6:00 p.m.
5. The next regular committee meeting is scheduled for Tuesday September 16th, from 4-6 at the Mulberry House Senior Center. Tetra Tech will invite representatives from Middletown colleges and schools to this meeting.
6. Decision/Motions/Votes: August 5<sup>th</sup> meeting notes were approved by the committee.

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Action Items: N/A

Person Responsible:

Due Date:

Agenda Item: Preliminary Hydraulic HEC/RAS Presentation      Presenter: Tetra Tech/ Dudley

Summary of Discussion:

1. Tetra Tech presented the Hydraulic HEC/RAS (HEC/RAS) study that will be presented at Public Engagement Meeting #2 to the committee members.
2. The HEC/RAS study was developed by the Army Corps of Engineers to model channel based flooding (or flooding on streams, creeks and rivers). The basic concept is to create a model of the elevations of all the stream channels and everything (natural and man-made) within the 100-year flood plain. The model is field checked by Tetra Tech, and includes all obstructions (defined as any man-made structure; including bridge crossings, culverts, roads, and buildings). Once the model is created, the analysis starts with the removal of all of the obstructions from the model to examine the natural floodplain under flooding conditions. The volume of water coming through the channel during certain rain events is then predicted using mathematical models. The volume of water is then translated into an elevation reading applied to the channel and flood plain on the model to visually demonstrate inundated areas.
3. Once this task is complete, the second step is to add existing obstructions back into the model and analyze the effects of these obstructions on the natural floodplain. Proposed projects are also virtually included in the model to assess the value of the project in terms of its overall effect on flooding events.
4. This model was designed for channel flooding, flooding caused by storm water events are a separate calculation that will be considered using other methods. Mohegan Brook is the focus of the HEC/RAS model, although other areas will also be looked at, including Draper Brook. This particular HEC/RAS model was created two years ago by the Army Corps of Engineers.
5. The preliminary work conducted so far indicates that an active railroad bridge (New Jersey/Middletown Rail Road) acts as a choke point and creates ponding on Dolson Avenue during significant storm events. The bridge was used as an example of how the model assesses and predicts flooding, and a discussion of the challenges of improving flooding conditions around the bridge was undertaken.
6. There have been several improvements that have been undertaken by the City that should be included in the model. These include flood proofing the Sewer Treatment Plant and rebuilding drainage structures near Mohegan Street

Decision/Motions/Votes: N/A

Action Items:	Person Responsible:	Due Date:
Follow up with City of Middletown for Information on projects that affect HEC/RAS Model	Ryan Conklin	A.S.A.P.

Agenda Item: Results of Risk Assessment      Presenter: Tetra Tech/Conklin

Summary of Discussion:

1. The Risk Assessment results were presented to the committee. The assets were grouped into the following asset categories: Economic, Health and Social Services, Infrastructure, Natural and Cultural Resources, and Housing. The purpose of the risk assessment is to rate the assets potential to flood. This information is part of the total analysis that is being undertaken. The Risk Assessment, HEC/RAS model and community input work together to help create and analyze appropriate projects.
2. The analysis applies the theory that reduction of risk to critical assets by any method leads to the creation of a more resilient community.

Decision/Motions/Votes: N/A

Action Items: N/A

Person Responsible

Due Date

Agenda Item: Strategy Discussion

Presenter: Tetra Tech/Conklin

Summary of Discussion:

1. Tetra Tech explained the purpose of creating a list of strategies and how they fit into the overall planning that is underway. An example of a strategy was provided to the committee and there was a discussion of strategies and how this leads to project development.

Decisions/Motions/Votes: The committee will work on a list of strategies by email, and strategies will be discussed at the next CM prior to the Public Hearing on September 9<sup>th</sup>.

Action Items

Person Responsible

Due Date

Lead the process of strategy development

Charlene Gabriel

A.S.A.P.

Agenda Item: Status of project/Other Items

Presenter: Tetra Tech/Conklin

Summary of Discussion:

1. Tetra Tech has submitted Section 1 and Section 2 of the NYCRC plan for review by the State. The committee has already received Section 1 and should send comments to Lori DuBord.
2. A potential project list is due by October 3, and will build upon strategies that are being developed.

Decisions/Motions/Votes: N.A.

Action Items N.A.

Person Responsible

Due Date

End of Meeting Notes