



Meeting Notes

Planning Committee Meeting

October 7, 2014 4:00 pm – 6:00 pm
The Mulberry House, 62-70 W. Main, Middletown, NY

Attendance:

City of Middletown Steering Committee:

Merritt Winner
Brian Dering
Jim Burtis
Charlene Gabriel
Dalep Singh

NY Rising

Lori DuBord

New York State Dept. of State:

Lisa Melville

City of Middletown

Jacob Tawil

Tetra Tech, Inc:

Ryan Conklin, PP, AICP

Susan Roth

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

Presenter: Tetra Tech/Conklin

Summary of Discussion:

1. Ryan Conklin welcomed everyone to the meeting.
2. The next meeting will be a workshop meeting to discuss potential projects in detail on October 14 at 3:00P.M. The focus of the meeting was to provide an overview of the list, and allow the committee members time to look over the descriptions and discuss them in more detail at the next meeting.
3. The committee discussed the format and schedule for Public Engagement Meeting #3, which is tentatively scheduled for the 12th of November at 7:00 P.M. at the Middletown City Council Chambers. The committee was provided a copy of the advertisement and suggested that the picture be changed to show a before and after flooding in the city, and include words “flooding control” or a similar phrase.
4. The committee discussed ways in which to engage the Colleges and seek their input on projects at the committee meetings or the public hearings.
5. In addition, the committee requested that flyers be prepared in Spanish to help engage people in the downtown area.
6. There was a meeting with the Middletown OEM prior to this meeting. Projects suggested by the OEM as a result of this meeting were added to the potential project list. It included the need to address communication between emergency provider organizations, and an OEM station at the SUNY Orange College. Because of the expense of these projects, it would be good to add them to the additional resiliency list. There is also a lack of emergency rescue equipment.
7. Lori DuBord would like to set up a meeting with the committee to discuss the potential of green projects and energy saving projects. It may be a joint meeting with the other committees in the area (Walkkill and Blooming Grove).

8. The committee was reminded to read over the Code of Ethics packet and send in the signed acknowledgement.
9. Decision/Motions/Votes: The Notes from the Committee meeting and Public Engagement Meeting #2 that occurred on September 9th and the notes from the September 16th Committee meeting were approved.

Action Items: N/A	Person Responsible:	Due Date:
Facilitate the preparation of Spanish Flyers for PE#3	Ryan Conklin	A.S.A.P
Give Committee Input on Poster to Outreach Team	Ryan Conklin	A.S.A.P.
Contact colleges to facilitate a meeting with the committee	Ryan Conklin	A.S.A.P.

Agenda Item: Potential Projects Presenter: Tetra Tech/Conklin

Summary of Discussion:

1. Tetra Tech provided handouts of the potential projects, revised to include more detailed descriptions, and incorporating comments from the previous meeting. The intent of this meeting is to provide an overview of the projects that are currently under consideration. This project list should be narrowed down to select those that will be evaluated through the Cost Benefit Analysis. The committee will be discussing the list in more detail next week. Ryan Conklin would like to invite the project’s hydrologist to answer any questions that the committee might have.
2. The preliminary HEC/RAS analysis is complete, and projects were added or highlighted as a result of the suggestions by the Hydrologist’s team. Specific Projects and comments follow.
3. Culvert and Stream Bed Improvements on Academy Avenue/Genug Street: This project allows for better handling of smaller chronically flooding events. The amount of flooding is not easily anticipated through the HEC/RAS Model. The project would allow debris to flow easier through the system and decrease localized flooding events.
4. Culvert Evaluation and changes to West Main Street and Monhegan Avenue: This project would also address two undersized culverts that are causing localized flooding at smaller flooding events. Channel would be a second phase of the project.
5. The projects on Academy Avenue/Genug Street would help address flooding in the DPW yard, water department and sewer department yard.
6. There was a definite reduction in the 100 year floodplain when the Middletown/New Jersey railroad bridge was removed.
7. Maple Hill Park Improvements: the retention allows for additional storage upstream and enhances a park, and works with other projects. The project has already been designed.
8. Fancher Davidage Park Improvement for increase storage capacity: The project should be added to the additional resiliency list, there are improvements shown in the modeling, but the approval process may be longer.

9. Pilgrim Estates bridge upgrade: Potential to increase capacity, this addresses smaller storms and improves emergency access. It works in conjunction with several different projects to overall flooding issues in the city.
10. Channel Improvements off West Main Street: the project will help debris management, and improve significantly improve flooding. Middletown is hiring an engineer to design this project.
11. Egerton Avenue Project: The project is a conversion of the parking lot into wetland enhancement and storage area upstream of Middletown. May be an opportunity to partner with Middletown, and could be planned as a two phased project. The building could also serve as a second command center during emergencies for Middletown and Walkkill Emergency Services. The committee discussed the potential of the Psychiatric center to be a community center.
12. Ryan Conklin will send a copy of the presentation to the committee members to review in preparation of the October 14, 2014 meeting. In addition, Ryan will relay information regarding how projects will work with one another before the meeting.

Decisions/Motions/Votes: The committee will propose other projects and send ideas to Ryan Conklin for discussion at the next meeting.

Action Items: N.A.	Person Responsible	Due Date
Review project list	Committee	10-14-2014
Send Digital Copy of Presentations	Ryan Conklin	A.S.A.P.
Address combination analysis for projects	Ryan Conklin	A.S.A.P.

End of Meeting Notes