



Meeting Notes

Planning Committee Meeting

July 15, 2014 4:00 pm – 6:00 pm
The Mulberry House, 62-70 W. Main, Middletown, NY

Attendance: (Members, Planners, Firm Representatives, Invited Guests)

City of Middletown Steering Committee:

Merritt Winner
Dalip Singh
Brian Dering
Jacob Tawil, PE
Jim Burtis
Charlene Gabriel

New York State Dept. of State:

Lisa Melville

Tetra Tech, Inc:

Ryan Conklin, PP, AICP
Susan Roth

Agenda Item: Welcome, Meeting Summary

Presenter: Tetra Tech

Summary of Discussion:

1. The committee approved meeting notes from the July 1, 2014 committee meeting.

Action Items:

Person Responsible:

Due Date:

Agenda Item: Public Engagement Meetings/Opportunities

Presenter: Tetra Tech

Summary of Discussion:

1. The City of Middletown will announce the intention to hold the public engagement meeting on July 22, 2014. The Middletown Council Chambers is confirmed as the venue for the public engagement meeting. The committee estimates that 30-50 people will be in attendance. The goal of the first meeting is to introduce the program and facilitate public input and comment on the critical issues and needs and present opportunities.
2. Tetra Tech brought copies of flyers to distribute and indicated that they have arranged for advertising in the local newspapers as agreed.
3. The committee was encouraged to distribute posters and flyers in the community for the public engagement meeting. The distribution locations include the Library, Post Office, and several businesses in the area.

4. It was discussed that there is a potential public outreach opportunity on the morning of August 16^t called “the run for Downtown.”
5. Decision/Motions/Votes: N/A

Action Items: Prepare Public Engagement Materials to bring to public engagement meeting

Person Responsible: Tetra Tech

Due Date: July 22, 2014

Agenda Item: Status of Program Deliverables

Presenter: Tetra Tech

Summary of Discussion:

1. Tetra Tech is 70 percent done with Section One. This will be sent to the NYSDOS planners and the NY Rising Regional program coordinator before it is sent to the committee for review.
2. The Critical Assets and Community Asset list is still a work in process. The committee had the opportunity to review the list in hard copy, and Tetra Tech is in the process of mapping points on a GIS system. A web mapping portal is open for the committee members that have agreed to help refine the list. This list should be completed within one to two weeks.
3. Decision/Motions/Votes: N/A

Action Items: N/A

Person Responsible:

Due Date:

Agenda Item: Vision Statement

Presenter: Tetra Tech

Summary of Discussion:

1. Tetra Tech provided a draft vision statement based on feedback provided by the committee.
2. The vision statement was modified and discussed by the committee. A final draft of the vision statement was agreed upon and will be presented at the first public meeting for input.
3. Decisions/Motions/Votes: The final draft vision statement is “In the wake of the devastation caused by the recent significant storms , the City of Middletown will embark on a comprehensive planning process, focusing on building more resilient infrastructures, economy, and open space. Developing a coordinated plan to attract economic and housing reinvestment will enrich the quality of living for the city’s residents.”

Action Items: N/A

Person Responsible:

Due Date:

Summary of Discussion:

1. Tetra Tech presented a preliminary list of goals for the NYCRC planning process for City of Middletown.
2. The goals were discussed and modified at the meeting.
3. The committee was concerned about the impact of regulations on existing homes and how the goal was expressed. Regulations should look to the future, but not make houses unsalable. The possibility of buy-outs was discussed.
4. Decision/Motions/Votes: The draft goals are as follows:
 - To address the flooding issues within the City.
 - To address respectively flooded and damaged properties.
 - Build new resilient infrastructure and leverage existing infrastructure investments to maximize economic development potential, and improve public safety, and enhance emergency response access.
 - Attract reinvestment to revitalize the local economy and create opportunities for growth.
 - Develop a sense of place and build economic resilience capitalizing on the vibrancy of both the Orange County Community College and the Central Business District to forge an interlaced connection socially, economically, and functionally.
 - Enhance parks, cultural assets, and greenway infrastructure so that they serve multiple purposes: recreation, resilience, and protection.
 - Plan for and promote a variety of housing types that are resilient in design and location and support residents.
 - Plan for the proper emergency access and response to all the residents and areas in the City.
 - Ensure appropriate health and social services are accessible to all residents on a daily basis and in emergency scenarios.

Action Items: N/A

Person Responsible:

Due Date:

Summary of Discussion:

1. Tetra Tech provided a preliminary list of Critical Issues compiled from feedback from the committee members over the first two meetings. Some of the discussion addressed specific flooding events and will be included in Section One of the plan.
2. The City has a number of places that experience flooding on even small rain events, especially when the rain comes in a short period of time. An example was given of flooding near the middle school, which was identified as a major issue if the water is in a freeze/thaw cycle. Kids that walk to school are forced to walk in the street around the frozen area of the sidewalk. The committee felt strongly that this issue should be addressed in the plan.
3. Middletown has a high water table, and homes often have to pump water out of basements. A short discussion of the impact of sump pumps and footing drains hooked up illegally to the sewer system was also discussed. The town has the ability to more closely monitor rental properties.
4. The city of Middletown has formalized agreements of mutual aid with other communities.
5. Some areas continue to flood, areas mentioned were on Sprague Street and Main Street, and there are vacant buildings in those areas. Wawayanda Avenue is prone to flooding because of the capacity issues with the culvert.
6. The City of Middletown has discussed putting emergency vehicles on the Orange County Community College properties during flooding emergencies because access to some areas are cut off in a major flood event. High vacancies were taken off the list and will be confirmed by the City's Economic Development and Housing Director Maria Bruni.
7. The committee would like to discuss economic resiliency with the Middletown Planning and Economic Development Staff. Businesses in the City of Middletown have been impacted by the business development in Walkkill.
8. Parking is an issue downtown; the City is planning to address parking and recently bought property through eminent domain.
9. Decision/Motions/Votes: The following is a draft list of critical issues agreed upon by the committee:
 - Ageing, undersized, and damaged stormwater infrastructure.
 - Deterioration and prevalence of lingering damages of roadways due to more intense storms.
 - Lack of appropriate emergency response access to the southern side of City during intense storm events.
 - Uncoordinated development in the Monhagen and Draper Brook upstream watersheds.
 - The highly developed nature of the City's lack of strategically-located open space and green/infiltration areas.
 - Socially vulnerable population located within the flood hazard areas.
 - Prevalence of local business interruptions and economic loss due to flooding damages, power loss, and flooded access routes during storms.
 - Extreme flood events adversely affect performance of City's wastewater treatment plant and its available capacity due to inflow/infiltration (I/I).

- Underutilization of vacant properties and lack of strategic investments.
- Lack of investment of commercial and retail within the Central Business District due to the high density shopping and retail center in Wallkill.
- Lack of interconnected green infrastructure and open space.

Action Items: Provide Statistics of Vacancy Rates and Rentals

Person Responsible: Committee has contacted the Middletown Economic Development Department for more information.

Due Date: A.S.A.P.

End of Meeting Notes