



Meeting Notes

Planning Committee Meeting

September 16, 2014 4:00 pm – 6:00 pm
The Mulberry House, 62-70 W. Main, Middletown, NY

Attendance:

City of Middletown Steering Committee:

Merritt Winners
Brian Dering
Jim Burtis
Charlene Gabriel
Tom Scott

NY Rising

Lori DuBord

City of Middletown

Jacob Tawil

Town of Wallkill NY Rising Committee

Neil Myer

Public

Michael Glicksman

Tetra Tech, Inc:

Ryan Conklin, PP, AICP

Susan Roth

Hunt, Guillot & Associates

Bill Blankenship

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. A guest speaker was also welcomed from Hunt, Guillot, and Associates. They have been retained by the State of New York to assist communities with the applications to the Community Block Grant Development – Critical Recovery (CBDG-CR) application process during the implementation phase of the NYRCR program and will be giving a presentation on project eligibility under this program.
3. 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. An example is of potential funding is the NY State's Consolidated Funding Application. Projects that are included in the NYRCR plans developed under this program received priority consideration during the last funding round. 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.
4. The next meeting will occur on October 7th, from 4-6.
5. Public Comment: The commenter owned properties in several wards in the city and was pleased that the committee was working on this project. He was concerned about the condition of a culvert behind 2-20 Sterling Street that he felt was leaking. Jacob Tamil and Tetra Tech offered to meet him in the field to examine the culvert.

- Stronger projects will help communities build back better and are preferred. The money is not intended to be used to replace a facility in kind 
 - If Stream restoration is proposed, there has to be a study that clearly demonstrates how the restoration was chosen and how it improves conditions and adds resiliency.
 - Mitigation is generally not eligible, but it can be part of the project.
 - If a proposed project requires ongoing maintenance, then the funding and responsible party for the maintenance is taken under consideration during the application process.
5. Ryan Conklin reminded the committee that all proposed projects would be analyzed in terms of cost/benefit.
6. Decision/Motions/Votes: N/A

Action Items:	Person Responsible:	Due Date:
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Agenda Item: Strategies	Presenter: Tetra Tech/Conklin
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Summary of Discussion:

1. A handout with the Goals and Strategies developed by the committee was discussed.
2. Planning capacity was defined as actions taken to policy that increases resiliency or is protective of the community, or build on common goals. Examples given were changes to the zoning or changes to a comprehensive plan. This category would also apply to design criteria and economic development programs. 
3. The committee discussed the potential of the city to come to formal agreements with the two colleges and move forward with projects that mutually benefited all parties. The strategies will be changed to create a stronger statement of this potential.
4. The committee was invited to submit other comments by email if there were changes.
5. Decision/Motions/Votes: N/A

Action Items: N/A	Person Responsible	Due Date
Provide any revisions to Strategies by email	Committee	9-18-2014

Agenda Item: Potential Projects	Presenter: Tetra Tech/Conklin
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Summary of Discussion:

1. Tetra Tech provided handouts demonstrating the location of potential projects that could be considered by the committee. Ryan Conklin indicated that he went out in the field with the Landscape Architect and the Hydraulic Modeling Engineers and discussed the potential of several projects that were on the handouts. The evaluation of these projects has yet to be finalized.

- A parking lot near the intersection of Egerton Avenue and Dorothea Dix Drive could be purchased and converted into storage area. This parking lot was near the former Psychiatric Center that is under consideration for adaptive reuse as a community recreation center. The committee discussed the potential of creating an even larger retention area on property that was across Egerton Avenue, and could be a project that could be a regionally cooperative project between Middletown and Wallkill, because it would benefit both communities. This site could be potentially also used for recreation.
 - Creating a Community Recreation Center and sheltering location at Former Psychiatric building as a joint project with Wallkill.
 - Maple Hill Park improvements to expand the pond in order to increase the pond's capacity to retain water, and improve the park. The improvements would help protect a neighborhood downstream from the park, especially on Main Street, Monhegan Avenue, Fulton, Sterling and Dolson.
 - Bridge for funding gaps of an existing project located along the area where Monhegan and Draper Brooks join in the city of Middletown.
 - Design Standards for green infrastructure, beautification and a sense of place.
 - Project to create a stronger sense of connection from the SUNY and Touro campus to the downtown.
 - Identify and create better coverage for emergency services on the south side of the city with the cooperation of SUNY Campus.
 - Improve Watts Park or areas around it for floodwater storage.
 - Assist with the development of projects that enhance the planned Heritage Trail.
2. There was a short discussion of the O&W Train Station project, and using the 3 million to help fund that project. The committee was concerned about what would happen if the project did not move forward. The committee discussed the potential to use part of the money to help improve flooding conditions along the active rail along the properties edge.
 3. Lori DuBord reminded the committee to also include projects that were not related solely to infrastructure, whether or not they would be funded through NYCRC. It is important to include project that will help bolster the local economy and help with resiliency by creating a better quality of life and create more jobs. 

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
Submission of Project ideas	Committee	9-29-2014

Summary of Discussion:

1. The Rising to the Top special awards were announced by the State. The categories and additional funding award include:
 - Regional Cooperation, 1.5 million.
 - Inclusion of Vulnerable Populations, 1 million.
 - Use of Green Infrastructure, 1 Million.
2. The state will help the committee with the application process, which is very straightforward. The due date for the application is the first part of December.
3. It is important to document the thought process for each of the categories because the selection committee looks at this process when considering the applications.

Decisions/Motions/Votes: N.A.

Action Items N.A.

Person Responsible

Due Date

End of Meeting Notes