



Meeting Minutes

City of Schenectady and Town of Rotterdam Second Planning Committee Meeting

October 3, 2013, 7pm – 9pm

Rotterdam Town Hall, 1100 Sunrise Boulevard, Rotterdam, NY

Attendance: (see table below)

Agenda Item: Introduction

Presenter Kevin Millington

Summary of Discussion:

Kevin started the meeting with a welcome and a summary of the public meeting held on September 30, 2013 at the SCCC. This first public meeting was attended by the committee members and 15 members of the public. The stations worked well and the public provided great feedback. The public meeting format could be used for other NYRC public meetings.

Agenda Item: Conceptual Plan, Community Vision, Geographic Scope, Asset Inventory

Presenter: Bob Singer

Summary of Discussion:

Conceptual Plan: Bob described the purpose and content of the Conceptual Plan. Content includes:

1. Community vision
2. Community profile
3. Geographic scope
4. Key strategies identified by the committee
5. Potential key projects identified by the committee
6. Potential actions that could be taken to implement key strategies

A draft conceptual plan will be released to the public and committee members for review on **October 28**.

Community Vision: The community vision statement was finalized at this meeting. Revisions include removing the word recreational:

The City of Schenectady and the Town of Rotterdam will be resilient: they will anticipate flood risks, limit impacts to property and infrastructure when flooding is unavoidable, and respond efficiently and recover quickly, in a manner that protects traditional community neighborhoods, quality of life, and takes advantage of waterfront recreational opportunities.

Geographic Scope:

The geographic scope was finalized at this meeting. The following list summarizes changes to the geographic scope based on discussions at the meeting:

- Add the flood zones north of the Mohawk River in Glenville and Scotia to the project area because there are components of essential infrastructure for Rotterdam and Schenectady in this area.
- Remove the entire polygon in the southeastern area of Schenectady because it is not prone to flooding

Additional comments include:

- We are not limited to the defined geographic scope
- Glenville well field - Proposal to connect wells across river in both communities. Glenville well has never flooded.
- Project idea: to connect the main wells to Rotterdam Junction wells.

Asset Inventory:

E & E received asset data from NYSDOS. Updated inventories will be provided to committee members for review via email sometime next week.

Decisions/Motions/Votes:

The committee finalized both the community vision and the geographic scope.

Agenda Item: Needs & Opportunities, Key Projects, Public Engagement Presenter: Margaret Irwin, Bob Singer, AE Kaitano, Kevin Millington, Sarah Crowell

Needs and Opportunities:

The following 6 areas represent categories for how the plans should flow:

- Community Planning and Capacity Building
 - Economic Development
 - Health and Social Services
 - Housing
 - Infrastructure
 - Natural and Cultural Resources
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- The goal of establishing needs and opportunities is to help us figure out how to focus efforts. Begin by thinking about what you already know and what information exists in community plans and studies.
 - Describe storm damage to assets. Assets not in a flood area might still be vital to the program (e.g., hospitals).
 - Look from the perspective of how a community bounces back from a storm. What do you need to be resilient?
 - Integrate economic and housing market analysis if useful/necessary: This could position the community for other grant funding but not direct hazard mitigation.
 - Focus in on health and human services. There is often a disconnect between facility master plans and communities: hospitals, service agencies, school districts.
 - Identify regional opportunities – even if they are with other neighbors – not just

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- Planning and Capacity Building – how are your regulations looking to address resiliency incentives or environmental resource management?

The committee divided up into the two community groups to brainstorm and prioritize their needs and opportunities.

Key Projects:

Projects were discussed within the two community groups after completing the Needs and Opportunities brainstorming session. Schenectady composed a list of 10 projects. Rotterdam has already created a NYRC Project Priority List (added two projects to the list during the meeting). During this session, Rotterdam prioritized the projects on the list and categorized them as short-, medium-, and long-term. Two new projects were added to the list.

A Strategies and Key Projects Subcommittee was established by the Co-Chairs who will help E & E refine and finalize the list of projects. Discussions on key projects will continue at future committee meetings.

A preliminary project list for each community is due October 9. Some of the projects on this list will be included in the Conceptual Plan.

Public Engagement Subcommittee Update:

The second public meeting will be held in Rotterdam on either 10/30 at the Mabee Farm from 6-8pm or on 11/4 at the Rotterdam Firehouse from 6-8pm. The public meeting will begin with a formal presentation followed by stations that display sections of the Conceptual Plan for the public to provide comments.

The Public Engagement subcommittee had a meeting on 10/3 to discuss the development of a public engagement strategy. The subcommittee will provide input on the public engagement plan and help spread the word about public events through email blasts, distributing flyers, social media, etc.

Action Items	Person Responsible	Due Date
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Conceptual Plan: E & E will provide the committee a Draft Conceptual Plan for review on 10/28.

Community Vision: E & E will update the community vision based on committee's comments on 10/7.

Geographic Scope: E & E will update the geographic scope based on committee's comments on 10/7.

Asset Inventory: Updated inventories will be provided to committee members for review via email sometime next week.

Needs and Opportunities: Margaret will type up a list of Needs and Opportunities developed by each community and send them to the committee for review on 10/7.

Key Projects:

- Anne-Elizabeth will type up a list of projects for each community and send to the subcommittee for review on 10/7.
- A preliminary list of needs and opportunities as well as projects should be completed by October 9 so that they can be incorporated into the Conceptual Plan.

Meetings:

- Attend one of the Tuesday or Thursday senior luncheons at a church in Rotterdam Junction to discuss the NYRC program.
- Attend the Stockade Meeting Association on Thursday, November 14 to discuss the NYRC program
- Committee to send suggestions on innovative ways to hold events to inform the public and additional locations for meetings.
- The third committee meeting will be held on November 13 in Schenectady at SCCC at 7pm. Location TBD on the main campus.

Other: Please send missing project plans or other information to Anne-Elizabeth Kaitano at Akaitano@ene.com

ATTENDEES

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