



Meeting Minutes

City of Schenectady and Town of Rotterdam Second Planning Committee Meeting

November 13, 2013, 7pm – 9pm

SCCC, Elston Hall, Student Activity Forum, Schenectady, NY

Attendance: (see table below)

Summary of Discussion:

The purpose of the meeting was to discuss the need to refine Strategies and Projects and present the proposed plan to complete the Risk Assessment, Benefits and Needs, and Project Prioritization. Quintin Bullock opened the meeting with a welcome followed by an introduction given by Kevin. Kevin's introduction included the following information:

- Conceptual Plan is posted on the NY Rising website;
- The 11/4/13 public meeting at Mabee Farm, Rotterdam Junction was attended by about 50 people. The format of a brief presentation followed by an open house with stations for different topics went well. Several new project ideas were presented
- This month's priorities should be to focus on completing strategies and defining programs and projects; and
- This is "innovation month." We seek to add components to our project ideas that demonstrate forward thinking and emphasize that we are not just rebuilding, but "building better."

Agenda Item: Public Meeting, Schedule of Deliverables, Refine Strategies and Projects, Risk Assessment

Presenter: Robert Singer

Public Meeting:

Approximately 50 members of the public attended the meeting at Mabee Farm in Rotterdam Junction. Tom Yuille welcomed the communities and then Bob Singer presented the Conceptual Plan and showed a video developed by the Governor's Office. Following the presentation, members of the public visited the following stations to learn about the program and what went into the Conceptual Plan:

- Program Overview
- Needs and Opportunities
- Asset Inventory
- Projects

Anne-Elizabeth Kaitano interviewed Ken Slezak, a resident from Rotterdam Junction. His home was inundated after Hurricane Irene and Tropical Storm Lee. This footage may or may not be used depending on how much more information is collected.

One comment sheet was collected from a Rotterdam resident. He would like to see new sidewalks with curbs and new black top laid from the firehouse to the telephone company. Curbs and sidewalks are an important part of Main Street as most are cracked and broken. Main Street was completely under water and federal money should have already been offered to do the project despite the split between town sidewalks and a state highway. He also stated that completing the bike path/tunnel project would reduce flooding on Main Street from the gas station to the firehouse.

Deliverable Schedule:

- Finalize Strategies and Refine Projects, Complete Needs and Opportunities, Final Asset Inventory (November 29, 2013);
- Draft Risk Assessment, Benefit / Cost; Project Screening (December 27, 2013);
- Final Risk Assessment, Benefit/Cost, Project Screening (January 15, 2014); and
- Final NYRCR Plan (March 28, 2014).

E & E and River Street are still accepting comments on the Needs and Opportunities and Asset Inventory and other parts of the draft Conceptual Plan.

Contents of the Reconstruction Plan:

- The Reconstruction Plan will provide a vision for the communities, an analysis of assets at risk, an assessment of needs and opportunities, strategies to address those needs and opportunities, and measures to implement those strategies.
- The Plan will provide the context for redevelopment, addressing the damage that past storms caused and the key issues facing the communities and the region.
- The projects chosen will be selected to fulfill the strategies developed by the community and should be based, in part, on a serious examination of what critical assets are at risk and what measures can be taken to address those risks. For example, a building that has to be rebuilt or substantially repaired after every significant flood should be considered for elevation, modification, or relocation.
- The Plan will include a prioritized list of transformative projects and actions that will be considered for funding with local, state, federal and private resources. Those priorities should be based, in part, on a cost-benefit analysis as well as community values.
 - An implementation schedule will be developed that considers what actions or projects should be undertaken immediately, in the short-term, in a few years, and over the long-term.

Plan Development Process:

- The draft Project list has come from existing plans and new ideas. These projects will be developed based on the outcome of the Community Asset Inventory, the results of the risk assessment, project benefits and costs and finally the cost-benefit analysis. Current projects may change slightly as a result of the risk assessment and cost-benefit analysis. The process will ultimately lead to project selection in March.
- Projects will go through a screening process to establish project prioritization and diversification. This screening process will require both subjective and regulatory input.
 - **Project Feasibility** will be determined based on a cost-benefit analysis, funding availability, regulatory requirements, a reasonable timeline and ability to establish a project owner.
 - **Community Benefits** of projects should include: sustainability (conformance to plans); economic growth; environmental benefits; community support; and innovation.
 - **Sectors Benefited:** health and social services, housing, infrastructure, cultural resources, and vulnerable populations. Projects must cover all sectors.
 - **Co-Benefits** should include: Cost-share, tourism, transportation, community identity, etc.

Risk Assessment:

- The degree of risk (shown by colored boxes in the table in the PowerPoint Presentation) is the product of the likelihood of an event and the outcome of the event if it happens.
- Need public input to determine the importance of the outcomes.
- For each identified project, must identify the assets that will be protected/improved.
- Each critical asset identified in the asset inventory must have an associated project.
- Rank (1-4) the “Outcome” of flooding as one of the following for each identified asset:
 1. Negligible
 2. Marginal
 3. Critical, or
 4. Catastrophic

The designation of an outcome as falling into one of these groups is ultimately subjective, and guidelines for these designations were requested from the committee. There was consensus that a serious impairment to a critical component of infrastructure would be a “catastrophic” impact. The example was the inundation of a wastewater plant, which could expose a large population to raw sewage.

- Then rank (0-4) the “Likelihood” of flooding.
 4. Frequent (Frequently floods, repetitive flood zone)
 3. Likely (100-year floodplain)
 2. Possible (500-year floodplain)
 1. Unlikely (above the 500-year floodplain)
 0. No historic flooding
- Once you’ve determined the “Outcome” and “Likelihood” scores, multiply the scores together to get the Risk Score. The higher the number, the greater the risk to the asset.
- To calculate the benefit of the asset, make the risk score negative and add it to the Co-Benefit
 - If the risk score = -5 then the Benefit = 5
 -
 - $\text{Benefit} = -(\text{Risk}) + \text{Co-Benefit}$

Cost Categories:

- Cost-benefit ratio can be used to screen projects.
- Determines how much benefit is received from each project based on costs.
- The following cost ranges represent the cost categories each project will fall into.
 - < \$100,000
 - \$100,000 < \$500,000
 - \$500,000 < \$1,000,000
 - > \$1,000,000

Cost share from other sources > 25%, deduct 0.5
 Cost share from other sources > 50%, deduct 0.7
 Cost share from other sources > 100%, deduct 1.0

Then take benefit score and divide it by the cost (Benefit/Cost) to prioritize project. An example of building a berm around the Schenectady wastewater plant was used to illustrate this method. The committee endorsed the process in general, although it was recognized that the specific designations of outcomes will be reviewed on a case by case basis.

Agenda Item: Additional Notes

- Timeframe to spend awarded funds is two years. Two-year timeframe begins as soon as money is received.
- Concern of how to allocate money when contingent on involving affected homeowners in the Stockade. What if you can't use all of the funds because the homeowner doesn't have the resources to meet project components for which they might be responsible? Village of Sydney is allowing homeowners to move homes to safer lots. They sent out a poll to the community to see if interested in the program. Implemented program based on feedback.
- Idea to bring in expertise in area of flood proofing. Design case studies.
- The Issue of the Lock 7 Dam at Vischer Ferry was presented by Mr. James Duggan.. He described the need to evaluate the hydraulic impacts of the dam, which lacks any way to lower the spillway elevation in anticipation of flooding. The Committee asked to expand the narrative regarding this issue in the Plan. A meeting will be scheduled with DEC, USACOE, and other experts to determine next steps. The Committee requested that the modification of the project statement regarding the dam to make it a stronger statement.

Action Items

1. Finalize the strategies. What are the "Big Picture" approaches? (November 29)
2. Refine and prioritize projects (November 29) - City of Schenectady will send an updated project list end of November.
3. Innovative projects. We want to plant seeds that will be reproduced throughout other communities. Innovation can be added to existing projects. (November 29)
4. Determine Critical Assets of the communities. Anne-Elizabeth Kaitano will develop a list of critical assets for both communities and distribute to the committee for final input. These critical assets must have associated projects. The purpose of the projects is to improve the assets. (November 29)
5. Develop risk analysis (December 27)
6. Estimate project costs (December 27)
7. Determine project feasibility (December 27)
8. Finalize project priority list (Early January)
9. Committee to provide input on project priority list based on risk assessment outcomes, and co-benefits (Early January)

ATTENDEES

Name	City or Town	Phone	Email	Mailing Address
-------------	---------------------	--------------	--------------	------------------------

Quintin Bullock	Co-Chair, Schenectady	(518) 381-1304	bullocqb@sunysccc.edu	78 Washington Ave. Schenectady, New York 12305
Tom Yuille	Co-Chair, Rotterdam	(518) 355-7575 x338	tyuille@rotterdamny.org	1100 Sunrise Blvd. Schenectady, NY 12306
Andrea Coppola	Schenectady/ Rotterdam Committee Member	(518) 248-0741 (518) 346-8948	jcop490@aol.com	625 River Rd. Schenectady, NY 12306
Anne-Elizabeth Kaitano	E & E	(212) 742-1713	akaitano@ene.com	90 Broad St., #1906 New York, NY 10004
Bob Singer	E & E	(518) 459-1980	rsinger@ene.com	125 Wolf Rd., #504 Albany, NY 12205
Chuck Steiner	Schenectady County Committee Member	(518) 372-5606	csteiner@schenectadycha mber.org	306 State Street Schenectady, NY 12305
Clark Collins	Rotterdam Committee Member	(518) 470-6598	water52man@aol.com	2241 Amsterdam Schenectady, NY 12303
Jim Duggan	Schenectady Committee Member	(518) 377-0556	jeduggan18@yahoo.com	18 North St. Schenectady, NY 12305
Jim Kalohn	Schenectady County Committee Member	(518) 386-2225	Jim.kalohn@schenectady county.com	107 Nott Terrace, Suite 303 Schenectady, NY 12307
John Wimbush	NYS DOS	(518) 486-3108	John.wimbush@dos.ny.go v	99 Washington Ave. Albany, NY 12231
Kevin Millington	NYS DOS	(518) 473-2479	Kevin.Millington@dos.ny. gov	One Commerce Plaza Albany, NY 12231
Margaret Irwin	River Street Planning	(518) 441-1496	mirwin@riverstreet.org	4 Ridge Rd. Troy, NY 12180
Mary D'Alessandro- Gilmore	Schenectady Committee Member	(518) 334-3687	mdalessandro@prudential lmanor.com	7 Washington Ave. Schenectady, NY 12305
Peter Comenzo	Rotterdam Committee Member	(518) 355-7575 x338	pcomenzo@rotterdamny. org	1100 Sunrise Blvd. Rotterdam, NY 12306

Sarah Crowell	NYS DOS	(518) 473-4495	sarah.crowell@dos.ny.gov	One Commerce Plaza Albany, NY 12231
Steve Strichman	Schenectady Committee Member	(518) 382-5049	sstrichman@schenectady ny.gov	105 Jay St. City Hall, Room 14 Schenectady, NY 12305