



# Meeting Summary

## Jay and Keene, NYRCR Committee

December 19, 2013, 5:00 to 7:00 pm

Fire House, Keene, NY

### Attendance:

Committee Co-Chair: Vinny McClelland

Committee Members: Randy Douglas, Tom Both, Chad Garcia, Jody Hart, Tom Hickey, Corrie Miller, Marcy Neville, Mike Mascarenas, Joe-Pete Wilson Jr., Dave Reckahn

Planners: Barbara Kendall

Firm Representatives: Michael Wironen

---

### Summary of Discussion:

The Committee meeting convened with a brief welcome and introduction, a review of the Committee Meeting held on 11/13 (minutes accepted without comment), and a review of progress since the previous committee meeting. Major accomplishments noted were the following:

- Conceptual Plan – updated and approved
- Work Plan – updated and approved
- Public Engagement Plan – updated and approved
- LIDAR Data – obtained for Keene Valley
- DOT Bridge Surveys – obtained for major bridges in both towns
- Asset Inventory – meeting held to review Jay assets; meeting scheduled to review Keene assets

A committee member contact list was circulated and committee members were requested to verify their contact information. E & E agreed to update and circulate the list.

To help keep committee members up to date between meetings, E & E suggested that a biweekly 'progress update' email be distributed to committee members. It was agreed to proceed with this recommendation. E & E will send out updates directly to the committee.

It was proposed that meeting minutes be posted to the respective town websites. NYDOS subsequently confirmed that approved meeting minutes and materials will be posted to the NYS Storm Recovery website ([www.stormrecovery.ny.gov](http://www.stormrecovery.ny.gov)) and links can be posted on the respective town websites.

The updated strategies list was presented. There were no comments.

The main focus of the meeting was a review of the draft projects list. It was emphasized that the projects list is a work in progress, and that the goal of the initial committee review was ensuring that ideas to ensure that the projects listed were appropriate, responded to real (or perceived) community need, and were politically feasible.

Major comments are summarized below – an updated projects list will be sent to the committee for consultation, containing all of the requested edits.

#### *Planning and Capacity Building*

- There is little interest in zoning as a means for managing land use; there is stronger local support for using the building code and other ordinances in lieu of zoning; therefore the zoning project will be removed
- It was suggested that the site plan review process in both towns could be strengthened to address stormwater and steep slope issues
- Training in Erosion and Sediment Control for local officials should be included as a project; Dave Reckahn can offer this
- Discussion of participation in the Community Rating System will be postponed to a future meeting
- There is an opportunity for efficiencies and regional coordination if the five fire departments in the two towns agree to share resources and build capacity in a coordinated manner; this could eliminate the need for some equipment purchases that have been requested
- It was suggested that both towns could benefit from digitization of records and electronic 'cloud' storage to prevent the loss of valuable data and information if town facilities are flooded
- Andrew Kozlowski completed a geologic hazard assessment; E & E will contact him to obtain the information

#### *Housing*

- Bill Ferebee asked whether funding could be used to reimburse families who have already paid to elevate their homes; E & E agreed to look into this.
- There is a need for assisted living in Jay and Keene; at the same time, the facility in Willsboro has low occupancy numbers (~100 of 300 beds occupied) and so the regional need may not be that great

#### *Health and Human Services*

- Elizabethtown Hospital is contemplating an expansion to open a clinic in Keene Valley, possibly at Neighborhood House
- The attendance/revenue numbers at Adirondack Medical Center in Keene are down
- Jay and Keene need showers installed in their respective community centers so they can better function as shelters. Keene also needs a better generator for this facility.

#### *Economic Development*

- Essex County and Jay have submitted a funding request for upgrades to the Jay water building. 25% or \$325k will be needed as a community match if federal funds are received. This upgrade will allow for the expansion of the annual softball tournament through the addition of new restroom facilities and will also include elevation of facility to protect against future flooding.
- A CFA grant was received to enhance Grove Park, which was devastated by Irene.
- Existing Main Street and revitalization plans have been completed for Jay and Keene; E & E to seek to obtain these

*Infrastructure*

- Rolling Mill Hill’s water tank is at risk of loss due to stormwater and erosion; a grant application was submitted to protect this facility but will require \$172k in matching funds if awarded
- The Jay wastewater treatment plan was repaired after suffering extensive damage; however, it was not hardened to protect against future flooding

There was insufficient time to review all projects and accomplish the other items on the agenda. As such, it was agreed:

1. A conference call will be held on January 2<sup>nd</sup> at 5 PM to continue project review; based on progress made during this call the need for another call/meeting would be evaluated
2. A public meeting would be tentatively scheduled for January 30<sup>th</sup> to review the project list; the need for this meeting would be re-evaluated based on the January 2<sup>nd</sup> call.
3. A conference call would be scheduled in mid-January with Margaret Irwin from River Street to discuss CDBG-DR eligibility requirements.
4. Scott McDonald will organize a meeting with the local fire departments to discuss their priorities.

<b>Action Items/ Task</b>	<b>Responsible Party</b>	<b>Due Date</b>
Update committee contact list	E & E	12/26
Update project list	E & E	12/30
Post meeting minutes and material to town websites	Town of Jay; Town of Keene	1/10
Provide GIS data on housing buyouts to E & E	Essex County	12/31
Send invite for conference call on Jan 2nd	E & E	12/30
Schedule CDBG-DR conference call	E & E/River Street	1/10
Schedule Fire Department meeting	Scott McDonald	1/10
Contact A Kozlowski to obtain geological hazard data	E & E	1/3
Obtain Main Street and revitalization plans	E & E	1/3