



Meeting Notes

Committee Meeting

August 27 8:30 AM to 10:30 AM
Town of Windham Town Hall, NY

Attendance:

Town of Windham Steering Committee:

Graham Merk (co-chair)
Maureen Anshansin
Anne Jakubowski
Nick Bove
Chip Seamans

New York State:

Lori Salamack

Supporting Advisory Members

Tom Hoyt
Stacy Post
Chuck McRoberts
Michelle Yost, GCSWS

Tetra Tech, Inc.:

Mason McClellan
Troy Dorman (phone)
Susan Roth

General public in attendance:

Cindy Nelson
Eileen Murphy

John Albert
John Brust

Marilyn Carreras
Brian MacDonald

Agenda Item: Introductions and Public Comment

Presenters: Windham Steering Committee

Summary of Discussion:

1. The Steering committee chairs welcomed everyone to the committee and introduced members and advisors to the committee.
2. The public was invited to comment during the discussions.
3. Decision/Motions/Votes: N.A.

Action Items: N/A

Person Responsible:

Due Date:

Agenda Item: Risk Assessment

Presenter: Tetra Tech/McClellan

Summary of Discussion:

1. The draft risk assessment was presented to the committee. The critical assets reflected in the Risk Assessment analysis were discussed by the committee at previous meetings. These assets were grouped into the following asset categories: Economic, Health and Social Services, Infrastructure, Natural and Cultural Resources, and Housing. These assets were given scores (Residual, Moderate, High Extreme) based on their location and likelihood of flooding during a storm event.
2. The committee requested that the businesses listed on the risk assessment table not be reflected individually on the table, and be included in general business areas within the Risk Assessment and included as a full list in the appendix of the final NYRCR Plan.

Decision/Motions/Votes: All business in the business areas will be part of the Appendix of the final plan.

Action Items: N.A.	Person Responsible	Due Date
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Agenda Item: Hydraulic HEC/RAS	Presenter: Tetra Tech
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Summary of Discussion:

3. Tetra Tech presented preliminary results of the Hydraulic analysis (HEC/RAS) to the Committee that will also be presented at Public Engagement Meeting #2.
4. The HEC/RAS process was developed by the Army Corps of Engineers to model channel based flooding (or flooding on streams, creeks and rivers). The basic concept is to create a model of the elevations of all the stream channels and to evaluate hydraulic and flood conditions during a variety of flood events. The model includes all obstructions (defined as any man-made structure; including bridge crossings, culverts, roads, and buildings). Once the model is created the first step is to remove all of the obstructions from the model to examine the natural floodplain under flooding conditions. The volume of water coming through the channel during certain rain events is then predicted using mathematical models. The volume of water is then translated into an elevation reading applied to the channel and flood plain on the model to visually demonstrate inundated areas.
5. Once this task is complete, the structures are added back in, and proposed projects are included in the model to assess the value of the project in terms of its overall effect on flooding events.
6. This model was designed for channel flooding, flooding caused by storm water events are a separate calculation that will be considered using other methods.
7. This presentation used information prepared for the Batavia Kill and Mitchell Hollow Creek (Madd Brook) to illustrate the functions of the model.
8. The preliminary study showed that there was little significant change on the water surface levels on Batavia Kill Creek with the removal of the Batavia Kill Bridge at SR 23. The Mitchell Hollow Creek (Madd Brook) Bridge was a restriction to the flood plain, but the main issue in this area was the location of the buildings.
9. The committee asked if CD Lake was full or empty in the Model. CD Lake was not included in either HEC/RAS model. Lakes would be a separate consideration, since the HEC/RAS model is designed for channels.
10. It was noted that the baseline that was available was created in 2007, and more refinement is needed to the HEC/RAS model with the field visits planned in the near future. Specific areas were discussed for examination by the HEC/RAS engineering team where stream channels and banks have changed. Other potential sources of updated data were also discussed.

Decisions/Motions/Votes: N.A.

Action Items: N.A.	Person Responsible:	Due Date:
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Agenda Item: Strategies

Presenter: Tetra Tech/McClellan

Summary of Discussion:

1. The next step in the planning process is to develop strategies, which will lead to focusing on projects.
2. There was some discussion on the types of projects that could be undertaken, and question of the scale of the projects:
 - The idea of creating more flood storage capacity as a project was discussed. It is also important to address the needs of infrastructure to protect properties from frequent flooding events.
 - The use of CD Lane Park for local recreation use.
 - Possibility of improving the threat of sheet flow behind Mountain Lodge.
 - Economic Development and the need to develop a stronger four season economy as a coordinated effort by different groups in the community. The discussion started with existing events conducted by the Windham Chamber of Commerce and other non-profits. Also mentioned were the efforts to create a trail-based tourist economy, and the use of Windham Mountain Ski Lodge in the summer for trail biking and hiking. Marketing and branding were also part of this discussion.
 - Affordable housing is needed to attract more full time residents. School enrollment is dropping.
 - Improvements in emergency response and essential facilities needed to rescue and house residents.
 - Improvements in Communication (Cell phone and internet, and emergency service)

Decisions/Motions/Votes: N.A.

Action Items: N.A.

Person Responsible:

Due Date:

Agenda Item: Conclusion/Other Discussion

Presenter: Tetra Tech

Summary of Discussion:

1. The preliminary categories for the "Rising to the Top" were discussed.

Decisions/Motions/Votes: N.A.

Action Items: N.A.

Person Responsible:

Due Date:

Agenda Item: Meeting Dates/Public Outreach

Presenter: Tetra Tech

Summary of Discussion:

1. The next Committee Meeting will be on September 9th at the Center Church from 4:00 to 6:00 p.m.
2. Public Engagement Meeting #2 will be held on September 9th at the Center Church from 7:00 to 9:00 p.m.
3. The format of the Public Engagement Meeting was discussed as an informational meeting that would include the HEC/RAS presentation, the Risk Assessment and Critical Issues.

Critical Decisions/Motions/Votes: N.A.

Action Items: N.A.

Person Responsible:

Due Date:

End of Meeting Notes