



Meeting Notes

Planning Committee Meeting

July 17, 2014 5:00 pm – 7:00 pm

Wallkill Town Hall, 99 Tower Drive, Building A, Wallkill, NY

Attendance: (Members, Planner, Firm Representatives, Invited Guests)

Town of Wallkill Grove Steering Committee:

Frank LoSayro
Robert Beemer
Neil Meyer
Jeff Hutchinson

New York Rising Program

Lori DuBord

Guests

Lou Ingrassia, Commissioner of
Public Works

Tetra Tech, Inc.:

Emily Slotnick
Cynthia Bianco
Becca Eith

Agenda Item: Introduction

Presenter: Lori DuBord/Emily Slotnick

Summary of Discussion:

1. Emily Slotnick welcomed committee members and introduced Cynthia Bianco and Becca Eith of the Tetra Tech planning team. Emily Slotnick introduced herself as the Community Manager and explained the upcoming tasks at hand ahead of the first public engagement meeting being held on Thursday, July 24, 2014. Becca Eith serves as public outreach support for Roseann Cordelli, the head of community outreach.
2. Lori DuBord encouraged Committee members to seek out at least two additional individuals to join the Committee. She also discussed current Committee members' responsibilities in signing and returning the Ethics and Code of Conduct.
3. Members of the committee were invited to introduce themselves.

Decision/Motions/Votes:

1. A modification was made to the vision statement to include the phrase "of all ages and abilities". The four Committee members present unanimously approved the vision statement.

Action Items: N/A

Person Responsible:

Due Date:

Agenda Item: Public Meeting #1

Presenter: Emily Slotnick

Summary of Discussion:

1. This meeting will be broadcast on the Town's public access TV. Tetra Tech will work with Orlando, the Town videographer and part time zoning officer, to ensure availability and capacity to capture all components of the meeting. The purpose of the broadcast is to allow those who are unable to attend to

be educated on the process. Tetra Tech to work with town clerk in efforts to advertise that the meeting will be broadcast on public access TV.

2. In preparing for the first Public Engagement Meeting, one priority is to create, print, and display large maps depicting the damaged areas within the Town. The Committee proposed this visual to show attendees that some areas have been identified already. These large maps will be accompanied with markers, Post-It notes, and large note pads for people to write their own areas of concern and/or elaborate on where damages have been identified.
3. A large version of the vision statement will be printed out and posted for attendees to see and comment on. Based on the revised version of the vision statement approved by committee members, the poster will read as follows:

For the preservation of our future, the Town of Wallkill stands united to build a more resilient community of tomorrow. The Town of Wallkill aspires to strengthen our infrastructure, not only to manage future storms, but also to ensure the future growth, development, and sustainability of our community. Together with our neighbors of all ages and abilities, both within the Town of Wallkill and in the surrounding areas, we can establish a safer, more economically viable community and protect the spirit of the town for generations to come.

4. Committee members noted that residents are unaware of the Town’s boundaries and where they live within the actual Town due to mailing addresses predominately being for Middletown, NY and not Wallkill, NY. With the assistance of the Wallkill personnel, Tetra Tech will prepare a brief overview of the physical boundaries of the Town of Wallkill, including which streets, activity centers, and residential neighborhoods are physically within the Town of Wallkill. This overview will be included in the PowerPoint presentation for the Public Engagement Meeting.
2. The Committee would like to see a PowerPoint presentation of damage photos from the Town before, during, and after storms to show the impact and seriousness of their current vulnerability to big storms. Tetra Tech will work to gather a sufficient number of photographs to create this graphic, which may be complete in advance of the second Public Engagement Meeting.
3. Tetra Tech and the Committee will highlight the importance of the community members filling out the NYRCR surveys, whether in person or online. This survey asks respondents to discuss their experiences during Hurricane Irene and Tropical Storm Lee. Respondents will also have an opportunity to voice their opinion on what should be done for Wallkill to recover from the aftermath of Hurricane Irene and Tropical Storm Lee and avoid future similar damage. Tetra Tech will prepare hard copy surveys for distribution at the public engagement meeting, and will also prepare a laptop station available for those attending the meeting to complete the survey immediately. The survey computer station will be linked directly to the online Survey Monkey version of the survey, and will be manned by Tetra Tech personnel to provide assistance to users.

Decision/Motions/Votes: N/A

Action Items: N/A

Person Responsible

Due Date

Summary of Discussion:

1. Committee members were provided hard copies of all outreach being conducted. Ten copies of public outreach surveys were provided to each Committee member to distribute to neighbors and other residents and stakeholders.
2. The Committee’s first public meeting will be held on Thursday July 24, 2014 from 5-7PM in the Town of Wallkill Meeting Room. A media release was put out Tuesday, July 15, 2014 announcing the first public engagement meeting for Wallkill. On Sunday, July 20, 2014, the first print announcement regarding the first Wallkill public engagement meeting will be printed in the Times Herald-Record. These announcements will also be available on the Mid-Hudson News and Times Herald-Record websites. All announcements state the date, time, and location of the meeting. This will be a common theme in outreach throughout the Town’s involvement in the Program.
3. Due to the proximity of Wallkill and Middletown, and the short planning window for advertising the first public event, the initial print and digital outreach is being done jointly for the two communities.
4. In addition to the digital and print outreach, the public survey discussed above will be made available to the community using the survey website Survey Monkey.
5. Attendees of public meeting will be asked to sign in, and to indicate on the sign-in sheet whether they are interested in being contacted about future meetings. Contact information of attendees who indicate they wish to receive information will be used in the Constant Contact outreach effort to be conducted within the coming weeks. Constant Contact is an online source to be able to reach people instantly with our digital campaigns. Only those individuals who wish to be contacted will be emailed. Beyond the general public receiving these emails, the Tetra Tech consultants, sub-consultants, NYSDOS, and NYS Storm Recovery personnel will also receive the outreach. Prior to each public meeting, with the exception of the initial meeting, the communications specialist will send out an email “blast” with the information about the meeting. These “blasts” are identical to the print messages being displayed in local newspapers, online, and on fliers throughout the community.

Decision/Motions/Votes: N/A

Action Items:

Person Responsible

Due Date

Summary of Discussion:

1. A list of over 700 assets identified by Tetra Tech GIS personnel was distributed to each Committee member to review. The first major task of the committee will be to review the inventory. Tetra Tech explained that Critical Assets are those areas or things that the community wants to protect from flooding. Examples of critical assets can fall into the broad categories of Economic, Health and Social Services, Housing, Infrastructure, natural and cultural systems and socially vulnerable populations. Critical assets can include schools, police and fire stations, grocery stores, medical facilities, evacuation

shelters as a few of the examples. Critical assets will be assessed and used to determine the risk associated with each asset during flood events. The list of Critical Assets is produced as a draft by Tetra Tech, and then refined by the committee.

2. The Committee performed a brief preliminary review of the asset inventory, and made the following decisions:
 - All businesses geographically located within one “cluster”, which may be a physical mall building, or simply a plaza sharing an ingress/egress access way, should be listed as one asset.
 - A similar paradigm should also be applied to transportation assets, where appropriate, and other assets that could be grouped together in a fashion that is comprehensible to both the Committee and community.
 - Gas stations should remain listed as individual assets.

Decision/Motions/Votes: N/A

Action Items: N/A	Person Responsible	Due Date
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Agenda Item: Meeting Conclusion	Presenter:	Emily Slotnick
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