

NY Forward – Capital Region - Schuylerville

Subject AGENDA
LPC Meeting #1

Date Wednesday, May 29, 2024

Place Saratoga Town Hall
12 Spring St, Schuylerville

Time 12:00-2:00pm

Distribution **Local Planning Committee**
Dan Carpenter, Mayor (co-chair)
Michael Lyons (co-chair)
Pam Pradachith-Demler
Jamie Rock
Todd Shimkus
Greg Connors
Caitlin Johnson
Lori Schultz
Cindy Wian
Alex Zuis
Nathan Kocak

State Team
Matthew Smith, DOS
Mary Barthelme, HCR

Consultant Team
Ian Nicholson, Buro Happold
Yara Eliyan, Buro Happold
Daniel D'Oca, Interboro

Public
Tim Lebarow
Cory Heyman
Lou Schuly
Ian Muffan
Dave Roberts
Tracie Priest
Aimee Priest
Dina Martin
+3 other individuals

Meeting Summary:

Please see 'SV_LPC Meeting 1_Slides_record' for the presentation shared during the meeting which parallels the discussion summarized below.

*Action items are called out in **bold-italic highlight***

Opening Remarks

Mayor Carpenter (LPC co-chair) delivers brief opening remarks acknowledging the LPC being representatives of stakeholders and the community at large being excited to start this transformational process.

Code of Conduct

Matthew Smith (DOS) reads the Code of Conduct preamble, and reviews key points from the Code of Conduct that LPC members are expected to abide by, including signing the acknowledgement form, noting where to access and methods of delivery available.

Guidance is delivered regarding conflicts of interest and recusal

LPC Members are to sign and return their Code of Conduct form ASAP, in no case later than the 2nd LPC meeting.

Introductions / Roles and responsibilities

Everyone from the State team, and consultant team introduces themselves briefly, noting their name, organization affiliation, and their role on the NYF team. (all in attendance are noted above)

Matthew (DOS) reviews the basic roles, responsibilities, and expectations of the State agencies, the consultant team, the LPC, and the Village staff.

Overview of the NYF Program

Matthew (DOS) provides an overview of the NYF Program, including brief history of DRI, NYF round 1, overarching goals, and the planning process.

Schuylerville's NYF Application

Yara (BH) provides a brief overview of the Village's application to the NYF program, which was the basis of the \$4.5 million award.

Review of the NYF boundary as described in the application, as well as the consultant-suggested revisions to align the boundary with parcel lines.

Review of preliminary downtown vision statement and list of goals as included in the application.

Review of past investments, local policies, administrative capacity, and public outreach to date.

- Question about who worked on the application submitted.
 - Dan (Mayor) responds explaining his team largely oversaw the application in collaboration with Todd Shimkus (LPC)
- Clarification requested on the projects listed in the original application being pre-approved for the NYF funds

- Answer that none of the projects listed in the original application will be pre-approved for the NYF funds. All projects, even those listed, will have to submit an application to the NYF process through the open call form.

Review summary of key themes in project opportunities identified in the application, re-emphasizing that ALL projects must go through the Open Call process, even those included in the application.

Project Development

Ian (BH) provides review of project development process, including Open Call and project development phases.

- Cindy (LPC) comment about public interest and opinions being considered, raising especially those who are skeptical of this process.
- Question about who would sponsor a project like wayfinding.
 - Answer is typically the Village but can also have local partners
- Clarification by Mary (HCR) that the sponsors do not have to go through the grants gateway process to be a sponsor for the small project funds.
- Question about who would sponsor a box culvert rather than just a repair.
 - Answer that it could be the village as long as it is clear that there is conversations with DOT because they have ultimate say. DOT has started conversations of taking the money they originally had allotted to a revised project proposal.
- Question raised by consultant team whether they want to increase the matching requirement.
 - Agreed to be discussed at the end of the meeting.

Public Engagement Strategy

Dan (Interboro) provides overview of the public engagement strategy, including LPC meetings, public workshops, outreach activities, and stakeholder meetings.

Group reviews the proposed schedule and re-calibrates days and times based on availability (agreed dates in posted slides). Group confirms LPC meetings will largely continue at the Saratoga Town Hall.

After some discussion, it is also agreed that Public Workshops are best held at Saratoga Town Hall.

General conversation on public outreach, hard-to-reach audiences:

- Business meetings: contact can be Cindy 1st of every month in different businesses
- Highest concentration of people is turning point parade and the HCP's Cardboard Boat Race
- Saturday at Fort Hardy park critical group of parents from 10am-2/4 pm
 - Regular season wraps up by end of June
 - Public field day – sac race, a ton of events parents come to watch, most traffic besides graduation – JUNE 6TH

- OSA – local youth sports – four fields that have sports going on weekend
- Need to engage the long term residents
- Summer reading kick-off July 1st Monday evening
- Old Saratoga seniors group – growing – shuffling but mostly at Victory town hall
- Public comment during this conversation:
 - Have to both do the adaptive reuse as well as create the businesses that actually go into it – bigger/chain companies do not want to be in historic spaces.
 - School district is the most expensive in the area – have done a great job but... More houses with children will put us deeper under water – need commercial tax base.
 - Have to have opportunities to be money that is being spent in the area and community for the tax base.
 - Ensure inclusion of downtown property owners – all the mailings are going to the renters.
- They have sewer or water mailings going out before our meetings – we could add it into those mailers so only additional cost would be the printing – August 1st is the next mailer.
- Social media and listserv as potential outreach options as well.
- Outreach to the school because they may not live here but they spend time here.

General discussion with LPC members noting that the goals to be clear so that we can lean on it to reason which projects are chosen and that people do not have a lot of information about this process in general, and assume the fund is just for the Park.

LPC Q&A / Discussion

Discussion about the option to increase the matching requirement thinking about the equity aspect, cost effectiveness and opportunity of a tiered approach. Ultimately decided to keep the match requirement at 25% minimum.

- LPC members want to ensure that sponsors understand that cost effectiveness is going to be taken into account, especially as the request amount increases.

Public Comment

Observations of hallowed ground always being an issue (Fort Hardy Park).

- The Mayor responds that surveys have been done and surveys are being done right now for what can be touched and what can't be based on how far down in the ground they need to go

Pam (LPC) requests for the team to help dispel myths about the NYF process using public friendly language.

- **Consultant team to add a FAQ section of the website with potential topics listed:**
 - Is this just going to increase my taxes?

- What is tourism going to do for me?
- Its not a done deal they think it is just a park and broad street thing.
- Village is already dealing with sourcing for infrastructure problems and those other concerns.

Closing Remarks

Mayor thanks everyone for their time and commitment.

END OF SUMMARY