

# Steering Committee Meeting #3

## MINUTES

DECEMBER 22, 2014

10:00-11:30 AM

LIBRARY MEETING ROOM

<b>MEETING CALLED BY</b>	Sally Baker
<b>ATTENDEES</b>	See attached list

### Agenda topics

<b>DISCUSSION</b>	Housekeeping and Updates	
<p>Rob Holzman reviewed the meeting agenda.</p> <p>Rob Holzman led a conversation regarding the adjusted BOA boundary based on Meeting 2. Rob explained the boundary had a few different alternatives based on existing property boundaries. After extensive Committee discussion, it was determined that the southwestern boundary should be defined by the High Falls Conservation area. The intent to use the Conservation boundary is to include only properties that can benefit from the BOA designation; it is believed that the BOA can complement initiatives and projects within the High Falls Conservation area, such as interpretive trail development. The southeastern boundary should capture the entire hillside in an effort to protect water quality all the way to existing back edge of properties along Overlook Dr.</p> <p>The Committee recognized that this boundary recognizes the waterbody as the center of the Village’s industrial past.</p> <p>The Committee asked that the property boundaries be increased so that they are more readable for the user.</p> <p>Rob Holzman introduced another alternative name for the project: “Factory Hill District”. Historically, a large portion of this area was recognized as Factory Hill. After Committee discussion, it was again noted that the question will be posed at the Community Open House in February and residents can vote on a preferred name. Naming alternatives include: Factory Hill Waterfront District; Summit Reservoir Area Plan; Summit Area Revitalization Plan; Summit Area Plan; and The Making of the Philmont Waterfront.</p>		
<b>CONCLUSIONS</b>	Boundary adjusted based on existing property boundaries to include lands that can be benefited by inclusion within the program.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Acquire Columbia Land Conservancy GIS boundary data	Christine Vanderlan	

<b>DISCUSSION</b>	Review of Focus Group/Stakeholder invitees	
<p>Rob Holzman provided an overview of the Community Participation Plan, which includes a series of focus group meetings on January 13.</p> <p>Jean Giblette took exception to the use of the term ‘stakeholder’ and some of the invitees on the list. Jean is concerned that the local, quiet residents will not be heard. It was discussed that the focus group meetings are intended to develop a broad level of understanding of issues and opportunities both within the Village and the region. The Community Open House is being specifically designed to solicit input from the residents, especially from those that typically do not get involved in such matters. After discussion, the term ‘stakeholder’ has been replaced with ‘Local and Regional Interest Focus Groups’.</p> <p>All agreed that the invitee list has some controversial names, but Elan will appropriately manage the discussions in both focus groups and individual interviews.</p>		
<b>CONCLUSIONS</b>		

## Village of Philmont – Summit Reservoir Area Revitalization Plan

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

<b>DISCUSSION</b>	Community Visioning Meeting Prep	
<p>The Visioning Meeting will be held in late February. A location is still being determined. It was previously discussed that the Visioning Day could take place at one of the vacant storefronts along Main Street. However, it has since been determined that a temporary Certificate of Occupancy will be necessary for the event. At the time of the meeting it was uncertain that the Certificate would be granted for the event. Sally Baker agreed to continue to pursue the Certificate. In the event that the Certificate is not issued, alternative locations are being scouted by Sally Baker.</p> <p>Sally Baker noted that we have an opportunity to get a Save the Date notice delivered with current water bills. Rob Holzman agreed to develop a Save the Date flyer for use in the water bill mailings. PBI will print the announcements.</p>		
<b>CONCLUSIONS</b>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Secure Certificate of Occupancy	Sally Baker	
Develop Save the Date announcement	Elan	

<b>DISCUSSION</b>	Meeting Wrap Up and Next Steps	
<p>Rob reviewed the project schedule and next steps for upcoming meetings.</p>		
<b>CONCLUSIONS</b>	Next meeting set: possible conference call on January 8 <sup>th</sup> at 10:00 AM	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

12/22/14 Philmont: Summit Reservoir Area Plan

10:00 Executive Steering Committee Meeting Meeting 3 Library

---

<u>Name</u>	<u>Signature</u>
Rob Holzman	Rob Holzman
Jean Giblette	Jean Giblette
TOM PAINO	Tom Paino
Christine Vanderlain	Christine Vanderlain
CHRISTOPHER REED	Christopher Reed
Sally Baker	Sally Baker