

Calais Town Hall Task Force Minutes

Location: Calais Town Hall

Wednesday, August 19, 2015 - 7:00pm

To do:

1. Lisa will contact Donna and get the excel file for mailing surveys
2. Lisa will pick up colorful envelopes for survey collection.
3. John will send town logo for inclusion on town hall survey envelopes
4. Larry will post meeting agendas at Maple Corner Store
5. Scott will post meeting agendas at East Calais Store, Town Clerks Office and on town website
6. Gail will confirm availability of East Calais Recreation Center for Oct. 8th Community Input Meeting
7. John will invite Dept. of Environmental Conservation Watershed Management Division for a site inspection and will ask them to look at FEHA and Floodplain maps
8. Curtis will begin work on Inventory of Gathering Places
9. Curtis will bring forms to the next meeting so Task Force Members can log their volunteer hours
10. Cy and Scott will begin to compile a list of past work and investments on the Town Hall.
11. The group will collect information about past uses of Town Hall
12. Gail will look for any photos or documentation of past use of Town Hall

Minutes from the August 19th Meeting

Task force members in attendance: John McCullugh, Jan Ohlsson, Cy Lamberton, Gail Graham, Curtis Johnson, Larry Bush

General Public: Scott Bassage and Reed Cherington

1. Approve August 12 Meeting Minutes and review of "To do:" list.
Cy moved to approve the minutes -
Lisa noted that she will correct spelling on Jan Ohlsson's name.
approval passed unanimously

All items on the to do list from the Aug. 12th meeting completed.

2. Communication and Meeting Agendas - see written notes.

Lisa asked that any items that HP Commission or Task Force would like to discuss be emailed to her and the co-chairs for inclusion on upcoming agendas. Lisa will send out meeting minutes and agendas the weekend before Task Force Meetings.

3. Discussion on Fluvial Erosion Hazard Area and Floodplain

Lisa explained the importance of learning more about these potential issues and how they might impact grant funding for the project. The group discussed how to proceed with

determining the boundary for the Fluvial Erosion Hazard Area. John will invite Dept. of Environmental Conservation Watershed Management Division out to look at FEHA and Floodplain maps. The committee would like to be informed when DEC - Watershed Management is coming out. Curtis asked if we can get a letter in a couple of weeks or will it take months. John was not sure how long it would take but he would call them to ask. Larry asked about impact and if not having this information will impact the committees work. Lisa said that she would encourage the group to continue gathering information and not delay work. Scott asked about whether or not the building can be moved out of floodzone. Cy said that the town owns the land and that the building could potentially be moved on Town owned land just feet from its existing location. Curtis wondered if we can ask ANR's opinion on FEMA floodzone. John said that he didn't think ANR nor DEC will make an opinion on the accuracy of FEMA's maps. Curtis asked John's opinion on how to get more accurate information. John suggested we get a Letter of Map Amendment (LOMA) from an engineer. The engineer will determine base flood elevation, and then send a letter to FEMA to get a letter. John remarked that we don't have base flood elevations and that the floodplain map appears to be wrong. Task force agrees to revisit the issue and recommends an engineer be hired and a letter sent to FEMA to get a real determination. This seems like the most responsible thing to do. Curtis suggests that we ask the Selectboard to look for funding to do this. John knows some engineers and may be able to find someone who would be willing to do it. Curtis thought someone from ANR might do it. Jan makes a motion that we make a request of the Selectboard that the town hire a civil engineer to determine base flood elevation for the Town Hall and apply for the LOMA. Larry will convey this request to the Selectboard. Curtis seconds the motion. Approved unanimously.

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4. Review of Draft Survey !

Lisa will get the excel file from the Town and will work with the Mailing Center to do the survey mailing. No envelop stuffing required! The goal is to have surveys mailed by Friday, September 4th.

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The group made modifications to the narrative page of the survey. Task force members agreed to have their phone numbers included in the survey. Return date for surveys in Friday, October 9th. The group discussed the benefits/drawbacks of asking people to which area best defines where they live in Calais and then listing areas like Gospel Hollow, North Calais, Maples Corner, etc. Might help the group to know where additional outreach is needed if responses are low from any given area. The group ultimately decided not to include the question, and rely on the zipcodes.

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Larry suggested that the dates for the community input meetings be made more prominent. Jan suggested that the Comments section be moved so that it comes before the offer to keep in touch with people. Lisa will make modifications to the report and will send it out for one last review.

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Public input meetings are tentatively scheduled for Wednesday, September 23rd from 7pm-9pm at the Town Hall and Thursday, October 8th from 5pm - 7pm at the East Calais Recreation Center. Gail will check to see if the East Calais facility is available.

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5. Inventory of Public Gathering Places

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Curtis will take the lead on gathering information for the inventory. The group suggested adding Adamant Coop, Adamant Church and Unadilla Theater to the list. Curtis will look into locations like the Whammy Bar and Farm House Catering to see if they offer space to rent for private parties/gatherings. Curtis asked whether or not the inventory would be included in the final report. Lisa indicated that the plan is to include this in the final report. Curtis suggested that some privately owned establishments may not want the information included in a public document. He will ask private property owners if they are okay with being included. Curtis will send information directly to Julie Bond as she will be working on this aspect of the report.

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6. Information on past work and investment in Town Hall

Lisa will work with Cy and Scott to come up with a list of past work and investments in the Town Hall.

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7. Other business?

Curtis will bring volunteer forms to the next meeting so Task Force members can track their time.

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The next task force meeting is scheduled for Wednesday, September 2nd at 7pm at the Town Hall.