Village of Hamilton - NY Forward Local Planning Committee Meeting #6

Meeting Notes

Date/Time:	November 7, 2023 / 3-5pm
Place:	Zoom
LPC Attendees:	**Mayor, Ruth Ann Loveless**, Co-Chair **CNY REDC/ County IDA, Kipp Hicks**, Co-Chair **Joanne Borfitz**, Colgate University **Bill Butler**, Five Trees HOA **Reverend Brooks Cato**, St. Thomas Episcopal Church **Julie Dudrick**, Colgate Upstate Institute; Village Trustee **Dan Foust**, FOJO Café and Beans (via Zoom) **Jocelyn Gavitt**, Partnership for Community Development (PCD) **Brian Marks**, Hamilton Fire Department **Samanthi Martinez**, Madison Lane Apartments; Village Trustee **Britty O'Connor**, Hamilton Business Alliance; Business Owner
LPC Not in Attendance:	**Jeffrey Coakley**, Community Memorial Hospital **Suzanne Collins**, Hamilton Food Cupboard **Bill Dowsland**, Hamilton Central School **Henry Howard**, Arts at the Palace
State/Consultant Team Attendees:	**Lissa D'Aquanni,** NYS DOS **Ryan Smith,** NYS ESD **Phil Schaeffing**, Stantec **Steve Kearney**, Stantec

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The Village of Hamilton's sixth NY Forward Local Planning Committee (LPC) meeting took place on Tuesday, November 7, 2023 via Zoom. The meeting's purpose was to review and discuss final updates on potential projects being considered for NY Forward funding and create a recommended list of projects for the State to consider. Phil Schaeffing (PS) from Stantec presented the attached slideshow.

Welcome

Mayor Ruth Ann Loveless welcomed LPC members and reminded them of the LPC code of conduct to always act in the public interest and to announce and disclose any potential conflicts of interest as projects are beginning to be reviewed and discussed.

Conflicts of Interest

- **Britty O'Connor**, Sponsor for Flour & Salt Expansion
- **Jocelyn Gavitt**, Sponsor for Hub Community Room
- **Joanne Borfitz**, affiliated with Hamilton Initiative (Madison/Utica Façade project)
- **Samanthi Martinez,** member of Community Memorial Hospital Board
- **Jeff Coakley**, affiliated with Community Memorial Hospital project

Project Updates & Discussion

The potential projects referenced in this section can be viewed in the attached presentation under, "Project Updates and Discussion"

· Project Discussion:

- Build 10 Townhouses at Milford Depot
  - Having an owner-occupied and primary residence requirement is important since Village already has an issue with out-of-town homeowners – sponsor plans an HOA requirement
  - Site is in residential zoning district (R1) that also limits rental
  - Clarification on how many units would be grouped – sponsor planning 4 townhomes each in two buildings (sharing side walls) and a third building with two townhouse units.
  - Question about R1 zoning being for single and two-unit housing. Townhouses typically qualify as attached single-family structures.
- Build Out and Furnish The Hub's New Community Room
  - n/a
- Expand Local Business and Add Housing (Hamilton Eatery)
  - Continued concern re: opening schedule not changing if dining room expanded [closed 3 weeks in July and December, based on Colgate calendar], no giveback to community. Are their employees on unemployment during breaks?
  - But helping local business good
  - More dining and another apartment downtown good too
- Renovate Utica and Madison Rear Facades to Enhance Planned Courtyard
  - n/a
- Build Energy-Efficient Housing on Eaton Street
  - Any sewer extension progress? No, not since July when project first submitted.
  - Consultant team will share LPC concerns about primary residence requirement and see if sponsor is amenable to an HOA to limit sales/use to owner-occupied
- Transform Community Memorial Hospital Entrance
  - n/a
- Create a NY-Focused Winery & Tasting Room
  - n/a
- Renovate Building Into New Housing (Flour & Salt)
  - n/a
- Renovate the Village Green
  - Cost reduced also by adding public bathrooms w/o a separate building.
  - Re: potential for Green as TAP match – NYSDOT indicated that Village Green project is not an eligible match
- Improve Walking & Bicycling Conditions
  - n/a
- Improve Eaton Street Park
  - Looking at local goals can understand low rating from LPC poll, but park brings lots of people into the Village.
- Create a Welcome Center with EV Charging Stations
  - n/a

- Establish a Small Project Fund
    - At $300k
    - Clarification that permanent public art works would qualify

· Additional LPC Comments and Questions

- If a project can't go forward, what happens to NYF funding?
    - It would be reallocated to another project on LPC's recommended list. Goal is for Village's entire $2.25M award to be invested in Hamilton.
- If new housing used as short-term rental, that also doesn't help local housing market. Can that restriction be part of HOA requirements?
    - Consultant team will share concern with two project sponsors
    - Year-round living important, whether owner or rental – need students in schools, customers for businesses
    - Include a requirement from the LPC that housing units supported by these funds will be required to be primary residence, owner-occupied
    - Chenango Hills HOA has 'primary residence' requirement that was mentioned as a potential precedent
- How does State evaluate site control or financing if not clear?
    - If outstanding issues cannot be resolved by the time the State makes funding decisions, those projects would not be awarded. If those issues are resolved after the funding decisions, the project would be eligible for consideration should an awarded project not be completed and grant money is re-allocated.
- Does the State look at the LPC poll results?
    - It is part of the public support documentation of projects, along with public meeting and public survey feedback. Support is one of many consideration factors, the State would not consider the results as prioritization.
- Will the LPC get a copy of the Strategic Investment Plan (SIP)?
    - The SIP will be submitted to the State first. Once the NYF award decisions are announced, the SIP becomes a public document.

Recommended Project List Discussion

The project list referenced in this section can be viewed in the attached presentation under, "Recommended Project List Discussion"

- LPC discussed two bankruptcy properties and site control issue, two townhouse projects, and LPC poll results and State evaluation
- One LPC member expressed hesitation about some of the projects but expressed support for moving the list forward due to the plausibility concerns for some projects (bankruptcy properties, etc.) and wanting to keep the list robust enough
- Support for list of projects as it stands at ~$4.7M given unknown of two bankruptcy properties (requesting ~$633,000 in NYF)

LPC Logistics

- Project ballot:
    - LPC members will receive the ballot for the slate of projects via email. LPC members should fill it out and return promptly.

Public Comments

Three members of the public attended. No public comments were made.

The meeting adjourned at 4:30pm.

Please send questions, comments or corrections regarding the meeting notes to Phil Schaeffing (philip.schaeffing@stantec.com).

Stantec Consulting Services Inc.