

# **SUMMIT RESERVOIR AREA REVITALIZATION**

## **BOA NOMINATION STEP 2**

### **VILLAGE OF PHILMONT, NEW YORK**

#### **Executive Steering Committee Meeting Summary**

To: Summit Reservoir Area Revitalization BOA Exec. Steering Committee  
From: Sally Baker, PB Inc.  
Re: Meeting Summary Notes – Saturday 19 October, 2013 - Meeting #7  
Date: October 22, 2013

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Meeting Location: The Karen Garafalo Cultural Center/Philmont Library

Meeting Time: 8:45am – 2:35pm

Meeting Attendees:

Larry Ostrander, Village of Philmont, Steering Committee Co-Chair

Barbara Sagal, Village of Philmont, Steering Committee Co-Chair

Sally Baker, PB Inc. SRAR Project Management and Administrator

Kathy Abeyatunge, PB Inc. SRAR Project Management Assistant

Jean Giblette, High Falls Gardens

Peter Paden, Columbia County Land Conservancy

Thomas Paino, Sustainable Architecture

Chris Reed, Resident of Philmont

#### **Summary Notes:**

Task 1.4: Consultant Selection

This was the seventh meeting of the Summit Reservoir Area Revitalization BOA Exec. Steering Committee

1. This meeting was primarily dedicated to the following agenda items:
  - ✓ Interviews with the top ranking consultant firms selected at the 9/21/2013 selection meeting in response to the RFP proposals.
  - ✓ Planning firms were given 20 minutes for a presentation and 25 minutes to answer the following:
    - A) Based on your firms responses to the RFP question 5. b) in your proposal, could you expand on how you intend to engage the Philmont community for participation in the planning process?
    - B) Based on your firms responses to the RFP question 7.) in your proposal, could you expand on how you intend to use planning software or

presentations for community members to visually understand various alternatives to a proposed plan when conducting visioning sessions, including market analysis trends findings and how those finding may effect a BOA Nomination for the area?

- ✓ Committee members discussed and ranked each planning firm selecting a finalist, 2<sup>nd</sup> place and 3<sup>rd</sup> place.

**Action Items:**

Implementing Task 1.4: Consultant Selection

- A). PB Inc. will draft the list of top-ranked candidates and letter to DOS indicating the selected consultant, and appropriate certification. Letter is subject to approval by the Philmont Village Board of Trustees before being submitted to DOS.

Next Meeting Date (s): To be determined