

Village of Canastota - NY Forward Local Planning Committee (LPC) Meeting #2

Meeting Notes

Date/Time: June 6, 2024 / 6-8pm

Place: Storefront space at S Peterboro and Center Streets – 104 Center St

LPC Attendees: **Rosanne Warner**, Village of Canastota Mayor, Co-Chair
Kipp Hicks, Madison County IDA Director, Co-Chair
Amanda Douglass, NBT Bank Manager, Canastota Chamber President
Anthony Palmara, retired engineer
Bill McDade, Zoning Board of Appeals (ZBA) chairperson
Colleen Keane, Village Beautification Committee, National Grid
Emily Sorbello, Village Beautification Committee, Owl Wire
Marilyn Higgins, Planning Board chairperson (joined by phone)
Sena Clarke, Canastota Housing Authority Board Member

LPC Not in Attendance: none

State/Consultant Team: **Holly Granat**, New York State (NYS) Department of State (DOS)
Zach Becker, Empire State Development (ESD)
Steve Kearney, Stantec
Alanna Wittet, Stantec

The Village of Canastota's second NY Forward Local Planning Committee (LPC) meeting took place on Thursday, June 6, 2024, at the former Red Onion storefront at the corner of S Peterboro and Center Streets. The meeting's primary purpose was to review key themes from the first public meeting, confirm the revised NYF boundary, discuss the revised vision and goals, and review project eligibility criteria and the Open Call for Projects with the committee. Steve Kearney from Stantec, the State's consultant team lead, presented the attached slideshow. One member of the public signed in to observe the committee's working meeting.

NY Forward Overview and Planning Process Updates

- Kipp reviewed the LPC Code of Conduct and the role LPC members have in the planning process.
- Steve shared an overview of the first public meeting included the top shared priorities and major themes that emerged from the small group discussions.
- Steve reviewed the revised NYF boundary area that extended the study area to include the north and south gateways of the Village. Holly made note that projects that are not located within the boundary should still be submitted and that the LPC can discuss potential future amendments to the boundary area as a group. The LPC members agreed upon the revised boundary.

Past Plans and Investments

- Steve provided an overview of recent planning processes and investments that have taken place within the Village. He also summarized future efforts in the works including the Thruway Exit 34 projects, the Pocket Neighborhood “Reimagine the Canals”, and the Micron factory in Clay, NY. He asked the committee if any other initiatives or processes should be added.

LPC Discussion

- The Mayor mentioned two to three additional investments should be added to the list and will follow up with the relevant information.

Evaluation Criteria and Strong NYF Projects

- Steve reviewed the eligibility criteria for NYF projects and opened discussion for additional criteria or priorities that the LPC would like to include in the open call.
- Steve also reviewed what aspects and criteria make for strong NYF projects and reviewed examples from Round 1 NYF communities in Central NY (Hamilton, Phoenix, and Moravia), including the total funding leveraged from the final slate of projects selected.
- The LPC was asked if there were other criteria they would like to consider and if they would like to keep the 25% minimum match for the Open Call or adjust it. Holly clarified that municipal projects are not subject to the minimum match requirement.
- Holly asked the LPC to share any other channels for getting the word out about NYF and the open call for projects.
- Holly also clarified that businesses that need funding now should reach out to DOS or other local business resources to help gain access to immediate funding and the NYF fundings is not ideal for businesses or projects that need assistance immediately.

LPC Discussion

- The Mayor felt they should review the 25% minimum match on a case by case basis.
- Kipp brought up the importance for the LPC to manage expectations and to make potential sponsors aware that higher minimums will be more competitive as it creates more leverage.
- The Mayor asked if different grants can be stacked for projects. Holly said any grants can be stacked or combined with NYF funding.
- The LPC agreed to keep the 25% minimum and make decisions on a case-by-case basis.
- The group also liked the idea of incorporating a sliding scale for the match (above 25% but less than X%) and include language that the LPC will look more favorably on projects with a higher match.
- Tracy asked when the open call applications will be available. Holly and Steve clarified that Monday (6/10) is the target opening date.

Downtown Vision and Goals

- Steve shared the revised vision statement and goals informed from feedback collected at the first public meeting
- LPC members liked the revision

LPC Discussion

- Marilyn asked if the vision has a target. Steve clarified it is directed at the Village's downtown.
- The LPC asked to clarify what kind of "opportunities" it refers to and that it might helpful to be more specific on this. Is it more business opportunities? Recreation opportunities etc...?
- LPC agreed on changing the sentence on opportunities to "creating a better community for its residents and businesses and providing opportunities to ensure the continued growth and prosperity..."
- The Mayor felt the discussion about filling storefronts is missing from the goals, others however felt it was captured in "support local job growth."
- Zach suggested changing "support local job growth" to "spur the downtown economy" and the LPC members agreed on this change.
- Sena liked that mention of the Erie Canal was included in the vision.

Open Call for Projects

- Steve reviewed details on the Open Call including the offering of upcoming office hours to support potential project sponsors with the application (dates to be confirmed). He also gave an overview of the next steps following the open call and how projects typically evolve during the process to become stronger and more impactful
- Steve and Holly provided an overview of the Open Call Project form and Small Project Interest form
- Steve explained that in order to have a small project fund, there needs to be enough small project applications to warrant it. Holly also clarified that if the Small Project Fund is granted, the grant will go to the Village which will run another open call for projects process that is more streamlined to ultimately select the small projects that receive the funding.
- Steve reminded the group that the Open Call will be online the week of 6/10 and that email submissions are preferred, but other forms can be accepted
- Steve also reminded the group that the survey on vision and goals will close June 14th and that anyone unable to attend the public meeting should share their input via this survey.
[note: survey deadline is extended to 6/19 to hear from more people]
- The schedule of upcoming LPC and Public Meetings was shared
- Steve shared a general public survey will be posted on the Village's NYF website in late June.

LPC Discussion

- The Mayor mentioned that the public meeting survey is hard to find on the Village’s website. The consultant team will work with Jeremy to ensure this is remedied and all postings are easy to find.

Public Comment

There was a public comment period at the end of the LPC meeting and a comment card was available for written comments. No written comments were submitted.

- One member of the public spoke and shared a potential project idea for a “Three Trees” public art installation that is in a similar vein to what Austin, TX did with painted horses
- They also expressed that a 2-3 week Open Call window is tight for getting proper cost estimates. Steve and Holly invited the individual to do the best they can do and submit whatever they have ready before the deadline. They shared this applies to all potential project applicants—fill out the form to the best of your abilities, but the more complete the application is, the more the consultant team can work with you to have a strong project profile. *[note: the Open Call will be open 5.5 weeks from 6/12 to 7/21]*

The meeting adjourned at 7:03pm.

Please send questions, comments or corrections regarding the meeting notes to Phil Schaeffing, project manager for the State’s consultant team (philip.schaeffing(at)stantec.com).



Stantec Consulting Services Inc.

* Revised NY Forward boundary agreed upon during the LPC meeting:



Revised NYF Boundary

- Expanded north and south based on LPC discussion
- Boundaries: I-90, Peterboro Street, Main Street, and Seneca Turnpike

-  NYF boundary
-  Village boundary

