

# MEETING NOTES

Broome County – Brandywine Brownfield Opportunity Area

Date: Thursday, August 6, 2009

Time: 1:30 – 3:00 p.m.

Purpose: Steering Committee Meeting

This was the first meeting of the Brandywine Steering Committee and began with introductions and collection of contact information. Using a power point presentation, Elan reviewed the BOA process and gave a summary of the methodology to be used including examples for the South Troy BOA which is currently being finalized.

Elan reviewed the project scope and the schedule in detail and revised with the input of the Steering Committee. Specific changes to the schedule included:

- Moved Task 5.1 – SEQRA earlier in the process (to month 6±)
- Moved Task 5.2 – Lead Agency earlier in the process.
- Renamed and renumbered the public meetings.

The draft Citizen Participation Plan was reviewed and edited by the Steering Committee. It was determined that paper copies of work product would be kept and made available at the Department of Planning and Economic Development, and that digital copies could be posted on the web pages of the City and County. The Committee discussed the techniques relating to the upcoming stakeholder meetings and interviews and all were asked to provide Elan with suggested contact information for any individual or business that they feel would be beneficial to the study efforts.

After the review of the Citizen Participation Plan, committee members had general questions and comments about the process. Questions arose regarding the level of public participation. Elan explained that there will be a variety of methods implemented to maximize the potential for public participation and to garner as much input as we can during the process. There were additional comments about the possible reconstruction/reconfiguration of the Exit 4 interchange which is adjacent to the Brandywine project area. This reconstruction is considered important as the current interchange restricts access to vehicular traffic which, if left as is, could limit the types of businesses or uses that might be attracted to the area.

To start the process of gathering information about the Brandywine Study Area, Elan handed out a brief questionnaire to the Committee. The questionnaire sought initial thoughts about the strengths and weaknesses in the study area.

Next Steps/Follow-up Items:

1. Return Questionnaires to Elan
2. Submit suggestions for Stakeholder interviews to Elan
3. Finalize and post Public Participation Plan.
4. Begin Inventory and Mapping in Project Area.
5. Set up Stakeholder Interviews.