

ERIE CANALWAY NATIONAL HERITAGE CORRIDOR COMMISSION
MEETING MINUTES
April 21, 2005
SHAKER MEETING HOUSE
ALBANY, NEW YORK

Call to Order:

The meeting was called to order at 10:00am by Eric Mower. Starlyn D'Angelo, Director of the Shaker Heritage Society provided a welcome and background of the Shaker site.

Attendance:

Attendance was taken (see attached list), and it was determined that a quorum was present. Eric Mower welcomed a new Commissioner of the Erie Canalway NHC, Peter Welsby of Wendel Duchscherer Survey.

Approval of Meeting Minutes:

A motion was made by Larry Stid and seconded by Russ Andrews to approve the meeting minutes for the November 9, 2004 meeting minutes. The motion passed unanimously.

Budget Report:

As Joe Callahan was not able to be at the meeting, Frank Dean provided a budget report and other handouts to the Commission. Reference was made to the budget report in the Commission packets. It was noted that the Commission has approximately \$790,000 to work with this year and is on track with allocation of the planning funds to the management plan consultants.

The proposed project list, dated April 21st was reviewed. Frank mentioned that as the planning starts to gear down, activities are shifting toward some implementation projects such as those on this project list. Tom Blanchard provided some additional information on the Harbor Project in Buffalo. According to Tom, the next step in the process will probably be the release of the RFQ for architecture and exhibit design in the next several weeks. Tom offered to send those Commission members who are interested a copy of the RFQ. Frank noted that the Commission was well within the budget to cover the projects on the list at the amounts provided. Questions were taken from the Commission.

Frank added that money committed through a cooperative agreement or contract can be carried over to the next year and it may be prudent to do this.

Frank then introduced Mark Hettler, CPA of Fagiarone Group CPAs to review the audit and management letter for the Commission for the past two fiscal years, 2003 and 2004. Mr. Hettler started by noting that the letter was an unqualified opinion indicating that it was a "clean" audit. Mr. Hettler reviewed the government standards for audits and referred to the itemized categories for expenditures. He reminded the Commission that all items go through the government accounting system and reviewed the matching funds. Mr. Hettler also reminded the Commission that this audit was different than a profit and loss statement because everything is flowing through the federal system. He reminded the Commission that nothing wrong was found with the internal controls, the audit is simply making recommendations to fine tune the system. Mr. Hettler then reviewed some of the recommendations and findings. Mr. Hettler concluded by mentioning that if the Commission members had any concerns they should feel free to contact him directly.

Eric returned to the April 21st project list. A motion was made by Kim Seager to approve the list up to the ceiling dollar amounts listed. The motion was seconded by Carol Greenough. The motion was passed unanimously.

A motion was made by Alan Vincent to approve the budget. The motion was approved unanimously.

Discussion Regarding Management Plan Progress:

Eric thanked the Commissioners, the National Park Service and the partners for their hard work on the management plan.

Christopher Stienon and Jack Beyer of BBB outlined the progress on the Plan. David Gaines recapped the meeting and presentation held in Philadelphia with the National Park Service Regional Director. He added that the planning team was looking at May 16th as the closing date for comments on the policy review draft, which includes comments by the Commissioners. David mentioned that the next stage of review will be with the Washington DC NPS office and he will be working with Dominic Jacangelo to cover the State contacts for the review. David reminded the Commission that they should still be looking at this Draft as a document that is still flexible, not concrete. David thanked BBB for their efforts. David mentioned that the Executive Summary is new before turning the floor back over the Jack and Christopher. Jack walked the Commission through “where we are, what’s left, and where you all fit into that”. Jack reviewed the schedule through October 5th and mentioned that the public meetings are scheduled to occur in June. Per Jack, a draft Executive Summary will be provided to the Commission prior to these meetings.

The Demonstration Project process to date was reviewed by the consultants including what will occur in the next few weeks. Tevere MacFadyen added that the communities’ enthusiasm is matched by their lack of resources.

Christopher reviewed by chapter those changes to the plan that have been made since the last draft, how the Environmental Assessment was structured, the Appendices, and what will be included in the Public Review Draft. Jack Beyer described the “communications piece” of the Plan and its format. Jack stressed the importance of having the Commission’s input on the message of this piece.

A discussion followed regarding the name and content of the communications piece.

Eric added that we would be providing both the plan and the summary of the plan for public review.

Meg Levine requested clarification of the purpose of the two documents, the Executive Summary in the plan and the communications piece described. BBB provided clarification.

David Gaines reviewed the schedule and listed a few items for the Commission to consider on which he would like more direction including: 1) the “slogan”; 2) the various ways in which the vision is presented/articulated through the draft, and; 3) the large size of the Appendix.

Several Commission representatives expressed an interest in getting their own copies of the draft plan. A list of requests was compiled and CDs will be sent.

Eric mentioned that all additional thoughts on the Draft Plan can go to David. He also reminded the Commission that this Draft is not a public document yet and, therefore, is for their eyes only.

Eric read the attached resolution regarding the internal approval of the Draft Plan.

Rocky asked that the Commissioners receive a copy of the comments received from Commissioners. David added that the Draft Plan release to the public is expected on or about May 31st. Tom Blanchard asked that the Commissioners be made aware of this release a few days in advance. Eric added that comments are due to David by May 16th to meet the release deadline. Meg wanted to make it clear that the Executive Committee may have to approve plan with changes and wanted to make sure that Commissioners are comfortable with that.

Suggestions were added to revise the resolution previously presented by Eric Mower. The resolution as attached to these minutes (as revised) was moved by Judy Schmidt-Dean, seconded by Stuart Stein, and passed unanimously.

New Business - Discussion Regarding the *Day Peckinpaugh*

A presentation about the canal vessel, the *Day Peckinpaugh*, was made by Tom Grasso. On or about May 3rd a group of interested individuals will be meeting to explore options to save this boat from being scrapped. Tom Grasso asked if someone in state government might take the lead on saving the vessel. Dom asked if any reports on the condition of the ship had been prepared. Kim Seager made a motion that a letter be drafted by the Executive Committee recommending support of efforts to positively affect an outcome for the ship but not any formal or financial commitment at this time. The motion passed unanimously.

Public Comment Period:

Salim Adler of Parks and Trails New York thanked the Commission for the support of their activities and reviewed some of their upcoming event including National Trails Day on June 4th.

Executive Committee Report:

None

Staff Report:

Frank mentioned the new office space, and the new Peebles Island Visitor Center in Waterford, which will open on May 13th. He reviewed some of the handouts including the staffing costs and positions descriptions, and the list of Transportation Enhancement projects.

Marcia mentioned the brand new "I Love NY" insert about the canal system and the Erie Canalway, the Peebles Island Open House, the Rochester Canal Conference to be held in September, and the initiative regarding marketing efforts that came out of last year's Canal Conference.

Eric mentioned the officer selection process and asked if there were any volunteers for the nomination committee. Tom Blanchard, Sharon Leighton, and Russ Andrews agreed to be on the committee with Russ Andrews volunteering as chair. Russ added that the group will meet before they leave today and that if anyone has any comments, they can be e-mailed to him. Eric mentioned that elections will occur at the June meeting.

Next Meeting:

A date for the next meeting of the Erie Canalway National Heritage Corridor Commission was scheduled for June 23rd, 2005 in Oswego. David and Frank spoke about the public meetings and David mentioned that the location recommendations would be provided to the Commission

Adjournment:

Eric thanked everyone for their work. Meg Levine provided a motion to adjourn which was seconded by Alan Vincent and unanimously approved. The meeting adjourned at 1:00pm.

Prepared by _____ Date: _____

Approved by Secretary Megan Levine _____ Date: _____

Approved by the Erie Canalway National Heritage Corridor Commission Date _____

**ERIE CANALWAY NATIONAL HERITAGE CORRIDOR COMMISSION
MEETING MINUTES
APRIL 21, 2005
SHAKER MEETING HOUSE
ALBANY, NEW YORK**

ATTENDANCE

ECNHC Commission Members

Eric Mower, Chair
Larry Stid, Vice Chair
Megan Levine, Secretary
Russell Andrews
Rocco DiVeronica
Thomas X. Grasso
Carol Greenough
Robert Reilly
Judith Schmidt-Dean
Kimberly M. Seager
Pieter Smeenk
Stuart Stein
Alan N. Vincent
Peter Welsby

Proxies held for absent Commission members (as necessary)

Proxy held by Meg Levine for Commissioner Joseph H. Boardman
Proxy held by Pieter Smeenk for Robert Bulman

Liaisons to the Commission

Tom Blanchard, ESDC
Bob Miron, ESDC
Kevin Millington, DOS
Larry Frame, Canal Corporation
Sharon Leighton, Canal Corporation
Dominic Jacangelo, OPRHP
Lucy Breyer, OPRHP
Ken Lynch, DEC
John Feltman, DEC
Lynn Weiskopf, DOT

Staff

Frank Dean
Marcia Kees
Hannah Blake
David Gaines

Consultants

Christopher Stienon, Beyer Blinder Belle Architects & Planners LLP
Jack Beyer, Beyer Blinder Belle Architects & Planners LLP
Tevere MacFadyen, Main Street Design

Guests

Mark Hettler, CPA

Dick Pfund, Oswego Maritime Alliance

Kate Gurnett, Times Union

Salim Adler, PTNY

Mark Castiglione, HRVG

Maureen Gebert, Schenectady Heritage Area

Matt Beebe, Office of Assemblyman Tonko

John Callaghan, NYSCC

P. Thomas Carroll, Riverspark Heritage Area

Starlyn D'Angelo, Shaker Heritage Society

Elizabeth Ker, Shaker Heritage Society

Michael Kayes, National Association of County Planners

Craig Williams, State Museum/Archives