

THIRD STREET DAM AND ROADWAY CITIZENS ADVISORY COMMITTEE
MONDAY FEBRUARY 20, 2012 6:00 PM

Present: Terry Rumsey, Linda Healy, Brett Lester, Mike Jordan, Sam Lemon, Robin Lasersohn, Michael Kinsley, Adam Kradel, Paul Robinson (Council), Brian Hall (Council), Eric Stein (Council)

General Business

1. Meeting facilitated by Terry Rumsey
2. Brief introduction of those in attendance
3. Review and approval of Agenda
4. Approval of Minutes from February 13, 2012
 Previous minutes are currently up to date on borough website

Public Education Fact Sheet

Review of most recent version of fact sheet, provided by Michael Kinsley, with a one page survey and two page option fact sheet. Discussion surrounding the challenge of explaining the options with text and graphics, the constraints of space, time and council directives and the commitment by CAC to provide recipients of document to more detailed information through internet links and a public forum.

Omitted, and agreed to by the CAC, were details on costs and responsibility, current and future, due to the concern that incomplete information could be misleading. In addition, the terms “greenway” and “greenway planning” were removed and the statement of emergency vehicle access was put on hold in response to a request from Councilman Stein.

Clarification requested by Michael Kinsley on total length (in feet) of project. New pictures/photos will be obtained to better illustrate existing dam and pedestrian/bicycle bridge

Community Survey

Discussion and agreement that the survey sheet submitted by Michael Kinsley would provide the most concise means for broad community feedback. Demographic information (self-identified perspective, age and address) was added in order to provide Council with additional information as they make their decision.

Adam Kradel and Council representatives agreed that an excel spreadsheet and directions for data entry would be provided to Jeff Smith to forward to borough office employees. Recognition and appreciation was expressed by the CAC for the additional work required by borough employees.

Adam Kradel expressed confidence that the data analysis would be swift, accurate and useful. Further details on analysis and inclusion in final report will be discussed at future meetings.

Discussion and agreement that Jeff Smith be asked to provide cost estimate for water marked survey and options fact sheet to Media borough residents, business and property owners with return postage paid.

Agreement that survey be finalized by February 24th, forwarded to Jeff Smith with the hope of a mailing the week of February 27th and a response deadline of March 19th.

March 5th Public Meeting

Discussion and agreement that the CAC would work with Jeff Smith to reserve the community room, with video taping capability for Monday March 5th starting at 6:00 PM. (Event open to public at 7:00 PM). Discussion and agreement that a meeting announcement would be written and forwarded to Jeff Smith for posting on website, television and (with council agreement) telephone. Additional internet and printed publications were identified.

Discussion regarding need to devote more time at February 27th CAC meeting to public forum in order to maximize opportunity for community engagement.

Stakeholder interviews

Discussion and agreement that many of the qualitative or value-weighted opinions sought by Council could not be captured by the survey, but would instead be provided a full evening's CAC meeting with digital recording and transcription for inclusion in final report.

Reports by CAC members regarding outreach to previously identified stakeholders and agreement that in order to best respect stakeholders' time, and adequately plan March 5th public form, the stakeholder interviews be re-scheduled for March 12th.

Also, due to time constraints it was discussed and agreed upon that interviews be conducted by two "teams" at a time in order to cover 10 to 15 minute interviews with about a dozen stakeholders. The following teams would each use digital recording (with stakeholder's permission) and the same set of questions.

Sam	Terry
Robin	Adam
Brett	Michael K.
Linda	Michael J.

It was discussed and agreed that Robin Lasersohn would re-fashion the Council provided rubric, omitting criteria # 4 on "the degree to which each option limits financial liability to the borough such as maintenance, repairs, etc."

AGENDA ITEMS February 27th

Plan March 5th public meeting with visit to community center
Continue discussion on community outreach
Continue discussion on stakeholder interviews
Presentation by Michael Kinsley on Media's Comprehensive Plan

Action Items

ACTION ITEM from February 6th Discussion and agreement on request to Council, through Jeff Smith, to clarify status of PennDOT funding for Dam Removal, Stream Restoration and Automobile Bridge option.

ACTION ITEM from February 6th Laura Craig of American Rivers will obtain estimate on lake dredging costs.

ACTION ITEM Discussion and agreement that Michael Kinsley will incorporate changes to survey and fact sheet followed by review of identified CAC members and Council.

ACTION ITEM Eric Stein to follow up with borough engineer, Bob Johnston, to ascertain requirements for bridge design and emergency vehicle access.

ACTION ITEM Paul Robinson to follow up with Media and Upper Providence emergency service providers on their detailed position on need for emergency vehicular access on Third Street.

ACTION ITEM Terry Rumsey will follow up with Jeff Smith regarding digital recording resources for two stakeholder interview settings on March 19th

ACTION ITEM Brett Lester and Michael Kinsley will consider the back-up digital recording capability possessed by CAC members.

ACTION ITEM Adam Kradel to develop excel spreadsheet based on final survey content.

ACTION ITEM Terry Rumsey to write announcement/press release and forward to Jeff Smith for posting on borough website, telephone and television.

ACTION ITEM Michael Kinsley and Robin Lasersohn to work on public forum flyer and pass to CAC for review.

NEXT MEETING **MONDAY FEBRUARY 27TH** **6:00 PM**
FACILITATOR **SAM LEMON**