

Meeting Summary

Project Title: City of Hudson DRI
Chazen Project Number: 31908

Meeting Date, Time: Wednesday, March 18 at 2:30PM
Meeting Location: Conference Call
Prepared by: Caren LoBrutto, Chazen Assistant Project Manager

Attending:

Attendee by phone:	Representing:	Email:
Michael Chameides	City of Hudson, Mayor's Aide	mayoralaide@cityofhudson.org
Robert Perry	City of Hudson, DPW Superintendent	dpwsuperintendent@cityofhudson.org
Cheryl Roberts	City of Hudson, Attorney	cheryl.roberts@cityofhudson.org
Peter Bujanow	City of Hudson, DPW Commissioner	pbujanow@gmail.com
Chris Round	Chazen Companies	cround@chazencompanies.com
Caren LoBrutto	Chazen Companies	clobrutto@chazencompanies.com
Tom DePietro	City of Hudson, Council President	councilpres@cityofhudson.org
Heather Campbell	City of Hudson, Treasurer	citytreasurer@cityofhudson.org
Absent		
Kamal Johnson-Absent	City of Hudson, Mayor	mayor@cityofhudson.org

Summary:

Note: This meeting is taking place during the NYS, Columbia County, and City of Hudson State of Emergency where social distancing procedures are in place. This committee, which does not a define quorum, is not subject to open meetings law. Meeting notes will continue to be distributed and public comment sought.

Discussion/Agenda Items

1. Prior Meeting Summaries – March 4, 2020

The summary was not available for distribution. Chazen to prepare and distribute.

2. Project Status
 - a. Project #1 Promenade Hill Park:
 - March 23, 2020 kick-off has been postponed for at least two weeks – likely longer, pending decision at 4/1/2020.
 - Contract with Starr Whitehouse has not been fully executed – requires Mayor's review. Cheryl to complete review.
 - Survey should be initiated.
 - Chris will Contact Starr Whitehouse and consult on status and next steps.

Note: this document represents the writer's understanding of the comments, decisions or actions taken at the meeting listed and is not intended as a full representation of the meeting. Please advise the writer in writing of additions or corrections required upon receipt or the information herein shall be deemed to be an accurate record of the meeting.

- b. Project #2 BRIDGE District Connectivity:
 - Contract with Arterial has not been fully executed – Arterial to revise and resubmit. Cheryl has completed review.
 - Public engagement piece will be postponed for at least two weeks – likely longer, pending decision at 4/1/2020 meeting.
 - If was discussed that if public engagement begins by June there would be no substantive change to the overall schedule.

- c. Dunn Warehouse Short Term Repairs
 - The contractor was unable to readily source the specified or equivalent, roof decking through the manufacturer or suppliers. Next production of product scheduled for week of March 23 with delivery to Hudson anticipated week of March 30. Contractor advised five days required to complete project. Contractor was granted an extension of original completion schedule.
 - The building status was discussed. Building is fenced on the north side and further barricading will be assessed and undertaken as needed by DPW.
 - Cheryl and DPW will review insurance particulars.

- 3. Dunn Warehouse Request for Expression of Interest (REI)
 - REI issued to 20 or so development firms.
 - 3/18/20 walk thru was cancelled on 3/17/2020.
 - Two responses to REI to decline invitation to site visit. No other responses were received.
 - Consideration of deadline extension was discussed. Decision to keep existing deadline and extend, if needed.
 - To do: Subsequent email to REI contacts to alert them that a 3D image (Matterport) will be posted to City's website. Contact list to be provided to Michael.

- 4. Fugary Fishing Village
 - RFP approach being reconsidered to adjust scope and intent to better reflect DRI Committee consensus.
 - Chris to obtain and share the DRI Application description, review comments from the public and share a draft in advance of April 1 meeting.

- 5. Invoicing
 - Chazen to provide updated invoices to City for approval.
 - Chazen to Contact NYS DOS for status call.

Next Steps

1. Chazen to request Arterial (Bridge District) contract revisions, upon receipt, share with Mayor for Signature.
2. Cheryl to provide any comments on Starr Whitehouse Contract. Share with Starr Whitehouse, secure final form for Mayor's signature.
3. Chazen to provide Matterport (3-D) Image to City (Michael) to post on website. Chazen to send email to distribution list, informing parties of the website link.
4. Chazen to provide Updated Invoice Summary.
5. Chazen to provide updated invoices to City for approval.

6. Chazen to Contact NYS DOS for status call.

Next Meeting Scheduled

Wednesday, April 1, 2020, 2:30pm – via conference call

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