

NY Forward – Capital Region - Scotia

Subject	MINUTES LPC Meeting #1	Date	Wednesday, July 8, 2026
Place	Village Hall 4 N Ten Broeck Street	Time	5:00-7:00pm
Distribution	<u>Local Planning Committee</u> David Bucciferro, Mayor (co-chair) Linda MacFarlane (co-chair) Peter Bednarek Eric Buskirk Dr. David Coppola Robert Dieterich Jeffrey Gabriele <i>John Genti (absent)</i> Jamie Stegmann Kristen Strock	<u>State Team</u> Matthew Smith, DOS Gina DaBiere-Gibbs, DOS Taylor Disco, HCR Mary Barthelme, HCR <u>Consultant Team</u> Ian Nicholson, Buro Happold Isabel Mulay, Buro Happold Daniel D'Oca, Interboro <u>Public</u> ~14 individuals	

Meeting Summary:

Please see 'SCO_LPC Meeting 1_Slides_record' for the presentation shared during the meeting which parallels the discussion summarized below.

Action items are called out in ***bold-italic highlight***

Opening Remarks

Mayor Bucciferro (LPC co-chair) delivers brief opening remarks acknowledging recent economic growth in Scotia that he is excited to continue with the NY Forward program.

Code of Conduct

Gina DaBiere-Gibbs (DOS) reads the Code of Conduct preamble, and reviews key points from the Code of Conduct that LPC members are expected to abide by, including signing the acknowledgement form, noting where to access and methods of delivery available.

Guidance is delivered regarding conflicts of interest and recusal.

LPC Members are to sign and return their Code of Conduct form ASAP, in no case later than the 2nd LPC meeting.

Introductions / Roles and responsibilities

Everyone from the State team and consultant team introduces themselves briefly, noting their name, organization affiliation, and their role on the NYF team. (all in attendance are noted above)

Ian Nicholson (BH) reviews the basic roles, responsibilities, and expectations of the State agencies, the consultant team, the LPC, and the Village staff.

Overview of the NYF Program

Ian (BH) provides an overview of the NYF Program, including brief history of DRI/NYF, overarching goals, and the planning process.

Scotia's NYF Application

Isabel Mulay (BH) provides a brief overview of the Village's application to the NYF program, which was the basis of the \$4.5 million award.

Review of the NYF boundary as illustrated in the application, explaining that the boundary can be revised throughout the NYF process.

Review of preliminary downtown vision statement and list of goals as included in the application.

Review of past investments, local policies, and public outreach to date.

Review summary of key themes in project opportunities identified in the application, re-emphasizing that ALL projects must go through the Open Call process, even those included in the application and that all ideas are welcome.

- LPC member inquires if project sponsors will receive support throughout the application process.
 - Ian (BH) answers that there will be a sign-up sheet for office hours/technical assistance for project sponsors, once the Open Call for Projects is launched.
- LPC member inquires about where projects included within the NYF application are located.
 - Dan D'Oca (Interboro) answers that the application is available online via the DOS website, and will be linked to the ScotiaNYF.com website as well.

Project Development

Ian (BH) provides review of project development process, including Open Call and project development phases. Project applications can be submitted through the online form, via email, or mailed/hand-delivered to Village Hall.

Public Engagement Strategy

Dan (Interboro) provides overview of the public engagement strategy, including LPC meetings, public workshops, outreach activities, and stakeholder meetings. The LPC brainstorms potential locations and timing for local outreach activities and key stakeholders for targeted engagement.

- LPC member inquires what the timeline for local outreach activities would be.
 - Dan (Interboro) answers that these activities could take place throughout the summer and up until Thanksgiving.

Dan (Interboro) opens the floor for the LPC to provide insights for potential outreach activities:

- Freedom Park (schedule of events online)
- Gabriel's Supermarket between 3:30pm and 6pm on weekday, and also Saturdays
- The Cinema before/after screenings.

The LPC provides insights for potential key stakeholders:

- Service organizations (Lion's Club, Scotia Rotary, Elks, etc.)
- Senior Center (in Town of Glenville) has a lot of Scotia residents

Ian (BH) leads the group discussion for the proposed schedule and re-calibrates days and times based on availability (agreed dates to be posted to ScotiaNYF.com). Group confirms LPC meetings will be held at Village Hall on Wednesdays at 5:30pm and the public workshops will be held at the Village of Scotia Fire Department on August 10th and November 14th.

LPC Q&A / Discussion

- Jamie Stegmann (LPC) inquires if the slides can be printed ahead of time for the LPC to take notes on at the meetings.
 - Ian (BH) answers that the slides can be attached to the meeting invite for LPC members a day in advance of the meeting.
- Jamie (LPC) inquires if the LPC meetings can be livestreamed for the public.
 - Gina (DOS) and Ian (BH) answer that the LPC meetings are required to be in-person for the LPC members. The public can choose to attend if desired, but the meetings are not

geared towards public attendance. Meetings notes and slides will be available to the public on the website after the meeting, and the public will be engaged via surveys, workshops, and other outreach activities.

- Jamie (LPC) inquires if the consultant team will be creating invites for meetings on the Scotia community Facebook page.
 - Dan (Interboro) answers yes, the team will add the meeting dates to the Facebook page, the Instagram account, and the website.
- Jeffrey Gabriele (LPC) inquires who they should contact if they cannot attend an LPC meeting.
 - Gina (DOS) answers that LPC members should primarily contact her. Anyone on the State or consultant team can also be notified if necessary.

Ian (BH) leads discussion about the open call timeline. The open call will open the week of July 13th and be open for ~7 weeks, with anticipated due date of September 1st. Once projects are chosen, they are expected to continue developing the process in collaboration with the NYF State and consulting team.

Public Comment

Questions and Comments from Residents:

- Do the lawn signs collect public feedback on projects/ideas?
 - Yes, there is a QR code that leads to a survey for residents to take.

Closing Remarks

Mayor thanks everyone for their time and commitment.

END OF SUMMARY