

**Mother Clara Hale Bus Depot
Re-Construction Task Force Meeting
February 11, 2008**

Agenda

Meeting: Monday, February 11, 2008
Time: 10:00AM

Location: Esplanade Gardens, Inc.
129-133 West 147th Street
South Community Room

Agenda

Taskforce Mission
Stakeholder
New Business
Charrette
Construction Schedule
Rodent Control
Environmental Testing (Ambient Group)
Meeting Schedule
Goals

Invited Guests

WE ACT

Peggy Shepard
Cecil Corbin-Marks
Charles Callaway
Yolande Cadore

Esplanade Gardens

Millicent Reddick
Babbette Edwards

MTA

Lois Tendler
Marcus Book
Adrienne Taub

HCCI

Lucille McEwen
Yvette Coar
Andrew Lawrence

Community Board #10

Deborah Gillard
Frank Perry

Community Board #9

Pat Jones

Elected Officials

Manhattan President

Linara Davidson

Councilwoman Dickens

Lermond Mayes
Justin Myers

Councilman Jackson

Martin Smith

Congressman Rangel

Vivian Jones
Jeff Eaton

Assemblyman Farrell	Earnestine Temple
Assemblyman Wright	Mignone Jones Carmen Perez Jeanine Johnson
Dunbar Apartments	Michael Drake Bobby Jones
The Washington	Wendy Frank Karen Emmanuel

Minutes

In Attendance:

Charles Calloway (WEACT)
Yolande Cadore (WEACT)
Millicent Reddick (Esplanade Gardens)
Lois Tendler (MTA)
Marcus Book (MTA)
Deborah Gillard (Community Board #10)
Linara Davidson (Manhattan President's Office)
Earnestine Temple (Assemblyman Farrell's Office)
Linda Wood Guy (Senator Perkins' Office)
Providence Spina (WEACT – intern)

Minutes taken by Providence Spina

Meeting Commences

Ms. Temple commented that the taskforce must develop strategies to communicate its actions to the community and also to receive community input, but must also be able to move past issues so that the project can move along.

Ms. Tendler predicted based on the MTA's previous experiences with community task forces that the task force will probably need to meet often early on to set the parameters of the meetings and the project but can meet less once the project is well underway. She reported MTA's commitment to place a link button on the MTA's website for posting important documents, upcoming meetings and construction events, the progress of the construction, etc. Affirming Ms. Temple's first observation, Ms. Tendler explained that MTA's previous

experiences in community relations have been inclusive, but the task force must set limits on “stragglers.” She suggested a standard meeting schedule so that task force members can block out time in their schedules for the meetings. Also, meetings during the work day would be more convenient for MTA contractors and representatives to join.

Ms. Reddick commented that community outreach is important for interested Esplanade Garden members so that they can be informed even if they cannot attend task force meetings. She suggested that upcoming meetings be scheduled once she has had a chance to speak with Esplanade Garden members and to determine when they can attend. Also, the task force should communicate what role it anticipates for Esplanade Garden members so that the members can decide how they want to be involved. Interested Esplanade Garden members come from several buildings. Ms. Reddick, a member of the Esplanade Gardens Board of Directors, is committed to keeping Esplanade Garden members informed of task force meetings and updates on the construction. Every building has space for public postings, and Ms. Reddick has received approval from the Chairman of the Board to post information regarding the construction. Ms. Reddick also asked the task force to keep the Radolph Senior Center and local schools in mind when disseminating information.

Ms. Tendler asked that the task force seek the participation of elected officials so that the MTA is not later subjected to criticism for failing to inform the officials about the task force meetings or development in the construction.

Mr. Callaway confirmed that everyone on the Community Contact list would receive information about the task force meetings.

Ms. Davidson raised the issue of a hotline for community members. She noted that 311 would not be responsive to inquiries from interested parties about the MCH Bus Depot Construction. She reported that developers have, in the past, created dedicated hotlines that community members could call for information and to leave complaints. Ms. Davidson suggested that agencies be invited to join the task force. She also recommended that a good method of disseminating information is to have the task force meeting close to community board cabinet meetings so that community board representatives could go directly to their boards and report about the task force meetings.

The task force discussed the dissemination of the minutes. The task force agreed that the same minutes would be sent to all interested parties. Ms. Guy recommended the minutes be in .pdf format so that they could not be altered for other purposes.

Ms. Guy suggested that complaints to the hotline should be reported to the task force

Ms. Tendler said that the MTA could commit a dedicated phone number (not necessarily toll free, but a local number) where community members could leave complaints, but could not commit that the number would provide updates and information about the ongoing construction. At the moment, the MTA is focusing on the website as the main source of information about the project.

Ms. Davidson confirmed with Ms. Tendler and Mr. Books that no Saturday activity is anticipated during the reconstruction of the bus depot and therefore no Saturday variances will be needed. She reminded Ms. Tendler and Mr. Books that the DOB requires 1 day advance notice to residences before issuing a Saturday work variance.

Ms. Tendler said that the MTA would come to the task force with contractor proposals to work on Saturday, but also said that the MTA does not require Saturday variances for work done on the bus depot premises because the MTA is a state agency.

Mr. Callaway directed the task force's attention to the agenda and the document entitled "Governance and Function of the Mother Clara Hale Bus Depot Rebuilding Task Force."

Mr. Callaway suggested that the document be read and discussed. Section (1), "What is the purpose of the task force?" was read aloud and all present approved the content. Next, the "General Principles of Collaboration" were read aloud.

Ms. Guy recommended the removal of the term "research" from all provisions and also the principle addressing payment for research and activities since they were both inapplicable to this task force.

Ms. Cadore raised the issue of defining "accessible languages" and asked how many and what languages that might entail.

Ms. Reddick responded that materials should appear at least in English and Spanish.

Ms. Temple raised the issue of translating future documents and asked which ones required translation.

Ms. Guy suggested that documents like project updates and meeting announcements be translated, but that the task force minutes did not need to be translated.

Mr. Callaway confirmed that minutes would be sent to all parties on the community contact list.

Ms. Guy clarified that certain notices regarding events and progress should be presented in two languages.

Ms. Tendler said that the MTA could not commit to providing information in two languages on the website.

Mr. Callaway asked Ms. Tendler if at least all notices could be in two languages.

Ms. Tendler responded that the MTA would do its best.

Ms. Guy suggested that if community members requested information in additional languages, then the elected officials' offices could look into accommodating those requests.

Ms. Cadore raised the issue of defining the word "evaluation" in the principles.

Ms. Tendler suggested that the principles in general be adapted to be more applicable.

Ms. Guy commented that some members of the task force, including herself, had to show the principles to others to make sure the principles were satisfactory.

Ms. Temple suggested that the agenda at the next meeting should include ideas for revising the general principles and that the task force members come to the next meeting prepared to discuss revisions.

The task force generally agreed with Ms. Temple's suggestion.

Ms. Temple asked whether the South Meeting Room at Esplanade Gardens was an appropriate meeting place?

The task force agreed that the next three meetings would take place in the South Meeting Room at the Esplanade Gardens.

Ms. Guy asked whether there was consensus that WE ACT would coordinate and lead the task force.

Mr. Books explained that he would need direct contact that could speak for the task force.

Ms. Cadore said that the task force's spokesperson must be chosen by consensus of the task force members and that the identity of the spokesperson was still undecided.

The task force considered who should be the task force spokesperson.

Ms. Davidson asked what specifically the spokesperson would do.

Mr. Books explained that the MTA would want a point person to call in case sudden decisions had to be made.

Ms. Cadore identified two aspects of being a spokesperson: 1) a person to communicate with the MTA, 2) a spokesperson to the press. Ms. Cadore said that WE ACT had the capacity, together with Ms. Reddick and Ms. Temple, to be a spokesperson to the MTA, but that WE ACT could not be a spokesperson to the press because all communications with the press should occur after consensus within the entire task force.

Mr. Books said that the spokesperson should be someone close to the community who could disseminate information quickly.

Ms. Cadore said that WE ACT had the resources to disseminate information quickly

Ms. Tendler commented that reports about the task force meetings should give the community information about what and how things are happening at the depot, but that the task force must consider how the information is being disseminated.

Ms. Reddick volunteered to disseminate information and solicit community opinions within the Esplanade Gardens, but requested support for working with the local schools and the senior center. She volunteered to lead the task force relations with Esplanade Gardens.

Ms. Temple said that the elected officials' staffs were in a position to support communication efforts with the schools, day care centers, etc.

Ms. Reddick suggested that the elected officials' offices post notices about the construction and the task force meetings at their offices.

Ms. Tendler said that the MTA could post notices about the construction at the depot site once a construction fence was erected.

The task force agreed that choosing a press spokesperson would be on the agenda for the next meeting. Until then, Ms. Temple would be the contact person for the task force.

Ms. Tendler laid out several issues that the task force would have to address in the coming meetings. She expressed her confidence that all members of the task force would act in good faith. The first step in the depot project would be the demolition of the depot. Currently, the depot is being cleaned out. Next, the task force would have to address the asbestos abatement issues. Ms. Tendler suggested that the MTA's asbestos contractor and environmental engineer would come to the next meeting to discuss this issue with the task force. The asbestos contractor has not been selected. Also, the MTA is required to hire an independent air quality monitor during asbestos abatement. The MTA has three choices and is indifferent to which one is selected. The task force was invited to choose one that they preferred and communicate their preference to Ms. Tendler soon and at the latest, within one week or ten days. Ms. Tendler then addressed charette design and suggested that at a later meeting, but not the next one, the MTA's chief sustainability officer could attend and work with the task force on designing the charette. Ms. Tendler also said that the MTA would review the general principles of collaboration and report their thoughts at the next meeting.

Ms. Reddick expressed concern about rodents.

Ms. Tendler said rodents should be discussed at the next meeting.

Ms. Reddick reported that Mr. Randy Dupree has agreed to help the task force.

The task force scheduled its next meeting for February 25, 2008 at 10:00 AM in the South Meeting Room at Esplanade Gardens.

Mr. Books said that if the task force all agreed which air quality contractor to employ, then a task force representative can call him with the decision.

Ms. Cadore suggested that the task force should discuss, at the next meeting, other interested parties that should be added to the community contact list.

Ms. Temple volunteered to create an Excel spreadsheet with the names and contact information of everyone on the community contact sheet. Taskforce members should email Ms. Temple the names of parties that should be added to the community contact list.

Ms. Guy asked whether there were any other local block associations, other than Esplanade Gardens, in proximity to the bus depot. Ms. Guy expressed concern that all residential groups be involved in the task force meetings.

Ms. Reddick expressed concern that no state EPA representative was present at the public hearing. Ms. Reddick said that a state environmental representative must be involved in the task force meetings.

Ms. Cadore informed the task force that Michelle Moore at the NYS DEC would be the state representative involved with the bus depot. Ms. Cadore told Ms. Temple that she would send Ms. Temple contact information for Ms. Moore.

Ms. Gillard clarified that she was on the task force in three capacities: as a representative from the community board, as a representative of Esplanade Gardens, and also as a former employee of the transit authority.

Ms. Reddick expressed concern about continuing late night noise from the Bus Depot P.A. system.

Meeting Adjourned

Next Meeting: February 25, 2008, 10:00 AM, at the South Meeting Room, Esplanade Gardens

Task Force Contact Person for the MTA: Ernestine Temple

Activity prior to next meeting:

- 1) Additions to the community contact list should be emailed to Ernestine Temple
- 2) Taskforce should select a preferred air quality monitor contractor and inform Marcus Books of this preference.

Proposed agenda for next meeting:

- 1) Discuss selection of a press spokesperson and MTA spokesperson.
- 2) Discuss asbestos abatement with MTA asbestos contractor and environmental engineer.
- 3) Revise the "General Principles of Collaboration."
- 4) Discuss concerns about rodents.