Town of York ~ Village Study Committee
Meeting Minutes ~ November 15, 2013
York Public Library

Present: Ron McAllister, Stu Dawson, Antonia DeSoto, Dawn Fernald, Gloria Gustafson,
Christine Grimando, Scott Stevens, Pete Smith, Lew Stowe, Dean Lessard
Absent: Joel Lefever, Ron Nowell, Rob Yandow

1. Town Planner Christine Grimando called the meeting to order at 8:34am. (Ron and Scott were presenting our proposed options at the Rotary Club breakfast meeting and joined us late)

2. Meeting minutes for October 3rd were approved as is.

3. Lew talked about attending the last BOS meeting where the board declined to approve the single surveying bid that Dean received. He suggested that committee members should step up and provide support for approval at the next BOS meeting. Dean suggested that an alternative would be to have Ron share the podium with him to speak in support of accepting the single bid.

4. Christine explained that she plans to inform the BOS that we do anticipate a small increase in our funding requirements over the short term. Dean noted that we shouldn't have to go to the BOS for approval of every expense being funded by the MDOT Grant. Christine added that her plan would be to go to the BOS at regular intervals with progress and spending updates.

5. Dean pointed out that the surveyors may be able to utilize recent surveys done in the village area (such as by the York Hospital) to reduce effort and therefore reduce cost.

6. Christine introduced Dennis Lachman of *The Downtown Revitalization Collaborative* who joined us to describe various approaches to village renewal that his firm supports. Dennis used a Powerpoint presentation to explain his ideas on how we could get from where we are now to where we want to go. He reviewed specific components of the four basic phases of planning, funding, financing and construction while stressing the importance of employing a multi-disciplinary approach to get the best results in each phase. In addition, he repeatedly stressed the importance of getting all stakeholders including the public involved in the process.

7. Relative to a multi-disciplinary approach, Stu listed six possible disciplines; planning/urban design, landscape architecture, civil engineering, architecture, economics and traffic. Dean pointed out that the committee itself provides several of those disciplines.

8. Members of the committee asked several questions and actively discussed our issues and plans in respect to the ideas and concepts that Dennis presented. Dawn noted the importance of documenting public involvement in the design and decision process with photographs.

9. The committee agreed that the next steps should include obtaining high quality graphics including three-dimensional views of our proposed design.

10. Dean pointed out that a key component to obtaining state funding is to promote the fact that our project enhances economic development.

11. Ron noted that the committee needs to provide a progress report to the BOS fairly soon. It would include a request for the town to purchase the land-locked parking area behind the Bank of America. Dennis commented that most towns would see this parcel as a "gold mine." Ron will prepare a draft of that report in time for our next meeting.

12. Pete noted that the town owns a parcel of land next to Coventry hall that could be utilized for parking. Stu proposed that the upcoming survey include confirmation of this space. Dean agreed to include it in the scope of the survey.

13. Ron noted that we have a lot of work to do before the end of the year and proposed scheduling an additional meeting for the December 13th. Most of the group said they will be able to attend.

14. Christine stated that she will draft an RFQ so the group can discuss the scope of work.

15. Upcoming meetings will be at 8:30am on Thursday, December 5th, Friday, December 13th and Friday, December 20th at the York public Library.

Meeting adjourned at 10:28am

Respectfully submitted,
Peter Smith, Secretary