

*Town of York ~ Village Study Committee  
Meeting Minutes ~ May 7, 2015  
York Public Library ~ Wheeler Room*

**Present:** Ron McAllister, Stu Dawson, Toni DeSoto, Gloria Gustafson, Chris Hartwell, Joel Lefever, Dean Lessard, Jodi Merrill, Robert Palmer, Dylan Smith, Scott Stevens, Lew Stowe

**Absent:** Pete Smith

**Guests:** Denis Lachman, Regina Leonard

1. Chairman Ron McAllister called the meeting to order at 8:30am.
2. Meeting minutes for April 2<sup>nd</sup> and April 16<sup>th</sup> were approved as written.
3. Ron asked Denis to open a discussion about the newly delivered Master Plan documents. Denis thanked the editing committee for their help and asked the group for comments, but there were none. Denis noted that Regina would be leading the project for TDRC going forward into the Schematic Design & Design Development phases and at that point, turned the meeting over to Regina to review the proposed timeline for these phases.
4. Regina explained that her goal is to move the plans forward to a point where they're ready to support the development phases. Design Development is an iterative process that will produce a higher level of technical design. For example, it will include horizontal and vertical road alignment which will require additional survey detail, traffic engineering, balancing pedestrian needs, etc. In addition, it will include taking soil borings, identifying issues relative to storm water management, street lighting, electric service, street landscaping and signage.
5. Regina pointed out that this phase of the project doesn't lend itself to "workshop" style of public input. Rather, at certain points, information will be presented to the public to obtain their feedback.
6. Ron explained that what Regina is describing will result in a "scope of work" document from which we have to determine which components will move forward.
7. Ron, Robert and Dylan discussed the intricacies of scheduling those issues that must go before the Board of Selectmen (BOS) such as TDRC's proposal for the next phase and related Comp. Plan amendments, zoning changes and design guidelines. Denis pointed out the importance of including grant writing and economic development in that same scheduling challenge. He also noted that some sort of "endorsement" from the Board of Selectmen is critical to potential Grantors so that they know that the municipality is behind the proposed effort.
8. Dean expressed his concern about the idea of stringing each phase and component of this project sequentially rather than looking for ways to move forward on several aspects concurrently. The group agreed that it would be best if multiple efforts could move forward simultaneously.
9. The committee will ask the BOS to "endorse" the Master Plan by forwarding it to the Planning Board for it to be incorporated into the Comprehensive Plan.
10. Regina pointed out that the next phase is very technical, so she won't have to meet with our committee as often as we have been in the past. Rather she will be working with Dean, Stu and others who are needed to address the technical issues.
11. Our next regular meeting will be at 8:30am on Thursday, May 21<sup>st</sup> in the Wheeler Room at the York Public Library.

Meeting adjourned at 10:05am

Respectfully submitted,  
Peter Smith, Secretary