

***Town of York ~ Village Study Committee
Meeting Minutes ~ June 18, 2015
York Public Library ~ Wheeler Room***

Present: Ron McAllister, Stu Dawson, Toni DeSoto, Chris Hartwell, Joel Lefever, Jodi Merrill,
Dylan Smith, Pete Smith, Scott Stevens, Lew Stowe

Absent: Gloria Gustafson, Dean Lessard, Robert Palmer

Guests: Regina Leonard

1. Chairman Ron McAllister called the meeting to order at 8:35am.
2. Meeting minutes for May 7th and May 21st were approved as written.
3. Ron briefly described the short-term schedule for developing materials in preparation for presentation to the Board of Selectmen on July 6th after which he turned the meeting over to Regina Leonard.
4. Regina reviewed her revised Scope of Services document specifically covering the following additions:
 - ~ Potential underground utilities conflicts, relocating portions of the sewer and water lines and extended geotechnical work as requested by the town.
 - ~ Text needed to relate the schedule to MDoT Locally Administered Program Protocols (LAPP).
 - ~ An organization chart showing all of the collaborating partners.
 - ~ A bar chart to show the process timeline and to highlight the difference between the 50% initial MDoT-LAPP phase and TDRC's 75% Design phase.
 - ~ Recognition that the MDoT-LAPP approach requires additional documents.
 - ~ An explanation of the 75% Design Components.
 - ~ An explanation of the 75% Design Cost Budget
 - ~ A detailed breakdown of the roles and responsibilities for each of the project participants including associated fees.
5. Regina proposed that Dean should be the person presenting this proposal to the BoS.
6. Dylan noted that he has been working with Denis to draft the Zoning & Design Standards Scope of Services document.
7. Ron reminded the group about the joint meeting with the Planning Board scheduled for June 25th.
8. Our next regular meeting will be at 8:30am on Thursday, July 16th at the Museums of Old York Parsons Center.

Meeting adjourned at 9:44 am

Respectfully submitted,
Peter Smith, Secretary