

*Town of York ~ Village Study Committee
Meeting Minutes ~ December 5, 2013
York Public Library*

Present: Ron McAllister, Stu Dawson, Antonia DeSoto, Dawn Fernald, Gloria Gustafson,
Scott Stevens, Pete Smith, Lew Stowe, Dean Lessard

Absent: Christine Grimando, Joel Lefever, Ron Nowell, Rob Yandow

1. Chairman Ron McAllister called the meeting to order at 8:35am.
2. Meeting minutes for November 15th were approved as is.
3. Ron proposed that the group needs to schedule an extra meeting on December 13th in addition to the regular meeting on December 20th in order to address outstanding issues before January.
4. Ron noted that a decision was made to reschedule the visit from LinePro (surveyors) until our next meeting so that we could determine what we would like to discuss with them.
5. Stu proposed asking them if they would be able to incorporate recent existing surveys, such as any that the hospital might have or the for town property behind Coventry Hall, into their work. It might affect the scope and cost of their work.
6. Stu noted that they should include certain details in the survey results, such as catch basins, curbs, utility poles, etc. In response, Ron handed out a copy of the survey RFQ “Description of Work” which includes all of those specifics and much more.
7. Stu also suggested that we ask them if their survey product will be sufficient for construction documentation or will additional layers of surveys be required before construction.
8. Dawn noted that we should ask them when they will perform the survey and when we will get the results.
9. Lew said he assumes Dean will be the Project Manager for this surveying project and also expressed concern about potential disagreement from property owners to the results of this survey.
10. Pete requested that a list of the property owners impacted by the survey and copy of the notice that was sent to them be made available to our committee before the survey begins.
11. Ron noted that we need to decide what should be included in the next BOS status report which should be submitted in January. He suggested including our committee’s strong recommendation that the town purchase the Hodgkin parking lot property.
12. Given the time-sensitive nature of this issue, rather than including it in a status report, the committee authorized the chairman to draft a letter which strongly recommends that the town purchase this property. The committee will review it at our next meeting. If town purchase is going to go before voters on the town warrant in May 2014, the BOS needs to act soon.
13. Scott explained that the PSA video production effort has been at a standstill due to everyone’s busy and conflicting schedules and now we are “shamed” and need to get our act together. Ron stated his desire to have the video on the website and ready for other uses by the end of January.
14. The group discussed issues relative to collecting “polling” results on our website, especially in regards to capturing the votes that we gather from public presentations and events. Pete will work with Chris Hartwell in an effort to optimize the process.

15. Ron questioned how we were going to accomplish our outreach to other interested parties that have been identified. Lew recommended that in addition to making a personal contact initially with each party, we could follow-up by emailing our minutes and status reports to them. Pete felt that sending our minutes would be inappropriate due to some of the content. For any of organizations that are willing, we should arrange to make an in-person presentation.
16. Ron suggested that we put displays of our options in high-traffic local establishments for short periods and then move them from place to place. Gloria offered to make arrangements with these locations and move the displays as needed. It was suggested that we develop a more compact set of drawings that are easier to move and take less space when displayed.
17. Scott suggested that we should put together a PowerPoint show for use at group presentations.
18. Stu offered to contact both garden clubs about the possibility of presentations.
19. Gloria noted that she has made contact with Kenneth Gilbride, a local photographer and the new art association president who expressed interest in what our committee is doing. He sent a letter to Gloria with many interesting comments and ideas for us to consider. Ron asked that she send a copy of his letter to the committee members.
20. Our next meeting will be at 8:30am on Friday, December 20th at the York public Library.

Meeting adjourned at 9:59am

Respectfully submitted,
Peter Smith, Secretary