

*Town of York ~ Village Study Committee  
Meeting Minutes ~ September 18, 2014  
York Public Library – Wheeler Room*

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

**Absent:** Steve Burns

**Guest:** Denis Lachman, John Adams – TDRC

1. Chairman Ron McAllister called the meeting to order at 8:32 am.
2. Meeting minutes for September 4<sup>th</sup> were approved as written.
3. Stu asked for clarification of item #8 in the minutes, which describes the workshop process planned for October 4<sup>th</sup>. Denis explained the process which is intended to emphasize citizen participation.
4. Ron noted that he will be presenting our monthly report to the BOS on Monday, 9/22.
5. Denis addressed concerns that have been expressed about Event #1. He started with a brief summary of the VSC's activities to date which, he explained, provides the basis for the upcoming Community Design Workshop (Event #1). This workshop will result in a "Master Plan Concept" diagram of the five-minute village.
6. Denis then explained the "Technical Truthing" phase and how it is combined with the Master Plan Concept to produce the full Master Plan.
7. Stu asked Denis to be sure that any visuals that show our three scenarios are in the same order as we have previously displayed them and that items on the Elements List are stated fully.
8. Denis emphasized that the goal of this first event is to get citizen team members to pick up pens and stickers and work together to come up with a graphic visual diagram of their ideas. To help make the process work, they will be asked to work together to define the "edges, anchors, lingering areas, natural features, cultural features and gateways" of the village as they imagine it could be in the future.
9. Ron pointed out how important it is that we continue to adhere to the nine values that we included in our original mission statement – vitality, beauty, dynamism, safety, sustainability, history, community, welcoming to visitors, and supportive of local businesses. Whatever we come up with in the end result must adhere to these values.
10. Stu expressed concern about having the three scenarios displayed at the event which might influence the attendees. Denis suggested that our mission statement and the Elements List should be displayed, but not the three existing scenarios, although the attendees should be made aware that our committee has, in fact, developed the three scenarios.
11. Denis explained how the event culminates with presentations of each work team's diagrams which immediately reveal any common themes, etc. After the meeting, he will photograph each diagram and then "refine" them together to produce a single Master Plan Concept. This concept diagram will be presented at Event #2, which allows us to ask "did we hear you."

12. Ron went over a list of potential facilitators for Event #1 on October 4<sup>th</sup> and noted that there will be facilitator training at our next regular meeting on October 2<sup>nd</sup>.
13. Denis noted that Rodney will be coming to York on October 15<sup>th</sup> and 16<sup>th</sup> to do interviews with business leaders and he will attend our meeting on October 16<sup>th</sup> to discuss overall financial strategies.
14. The group agreed to schedule Event #2 for Wednesday evening, November 12<sup>th</sup>, during which the public will be asked to endorse the preferred scenario,
15. TDRC's Traffic Engineer, John Adams reviewed the initial results of his traffic study which encompassed the area on York Street from Lindsay Road to Williams Avenue and on Long Sands Road from York Street to Woodbridge Road. He collected data during August on summer traffic counts for vehicle, pedestrians, and bicycles as well as parking usage for on-street and off-street public spaces. These counts were for peak weekday and weekend hours. He also reviewed official accident statistics as reported over the last three-years.
16. An interesting statistic is that eastbound traffic on York Street at the monument splits almost equally between continuing straight on York Street and a turning left onto Long Sands Road. The volumes are considered as fairly high for a single lane road.
17. John demonstrated a dynamic visual application showing traffic flows in the study area, which presents the opportunity to model various alternative conditions. As an example, it showed traffic backing up on Long Sands due to traffic turning left exiting the library.
18. Chris reported that the BuzzCom subcommittee is working on a flyer to advertize the upcoming Community Design Workshop event.
19. The Zoning Sub-Committee met on September 17<sup>th</sup> to develop their work plan and decided to wait until after Event #1 before continuing with drafting new zoning criteria. Their next meeting is scheduled for October 9<sup>th</sup>.
20. Dean reported that he and Stu met to review LinePro's survey results and have suggested a few additional needed notes to Dustin. They have set up a DropBox for sharing survey documents. There is some concern about delays in receiving documents from LinePro.
21. Ron noted that we need to form an Economic Development Sub-Committee going forward.
22. Our next regular meeting, which will include facilitator training, will be held at 8:30am on Thursday, October 2<sup>nd</sup> at the York Public Library.

Meeting adjourned at 10:30am

Respectfully submitted,  
Peter Smith, Secretary