

*Town of York ~ Village Study Committee
Meeting Minutes ~ May 21, 2015
York Public Library ~ Wheeler Room*

Present: Ron McAllister, Stu Dawson, Toni DeSoto, Chris Hartwell, Dean Lessard, Robert Palmer,
Dylan Smith, Pete Smith, Scott Stevens, Lew Stowe

Absent: Gloria Gustafson, Joel Lefever, Jodi Merrill

Guests: Regina Leonard

1. Chairman Ron McAllister called the meeting to order at 8:40am.
2. There are no meeting minutes available due to injuries to the secretary's hand.
3. Ron reported that the BOS had very quickly forwarded the Master Plan on to the Planning Board, requesting them to incorporate it into the Comprehensive Plan and also to work on village zoning and design standards in support of the plan.
4. Regina reviewed the scope of work and fees in the Schematic Design and Design Development Proposal with the following highlights:
 - ~ Identification of various additional team members that will contribute to the designs.
(Regina will provide an org. chart)
 - ~ The result of this effort will represent about 75% of the complete construction design and will provide enough information to go out for bids.
 - ~ The end product will consist of a set of drawings plus specification sheet.
 - ~ The utilities plan will address both above ground and below ground solutions.
 - ~ Correction of existing storm water issues will be included in the design.
 - ~ A design survey will be needed to account for areas outside of the original survey.
5. The group offered several small suggestions for updates to the Schematic Design and Design Development drafts including one to include some graphics/charts to clarify costs and timing.
6. The cost of professional support for grant writing, economic development and developing zoning design standards is not included in the cost for this phase.
7. Dean pointed out that most of the improvements to the roadway itself and related issues such as drainage, curbing, etc. will qualify for significant DOT funding while unrelated things like relocation of electric utilities will be the responsibility of the town.
8. The group discussed the schedule of events leading up to presentation of this proposal to the BOS and summarized the work needed to complete the proposal document.
9. Our next regular meeting will be at 8:30am on Thursday, June 4th in the Wheeler Room at the York Public Library.

Meeting adjourned at 10:22am

Respectfully submitted,
Peter Smith, Secretary