

***Town of York ~ Village Study Committee
Meeting Minutes ~ June 4, 2015
York Public Library ~ Wheeler Room***

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

Absent: Joel Lefever, Dean Lessard, Jodi Merrill

Guests:

1. Chairman Ron McAllister called the meeting to order at 8:37am.
2. There were no meeting minutes available due to injuries to the secretary's hand.
3. Ron described discussions he has been having with Regina regarding her Scope of Services document and the need for it to adhere to MDoT's Locally Administered Program Protocols (LAPP) timetable which dictates when certain things need to be accomplished. She is now working on a two-part Scope of Services document in order to align it with LAPP's protocol. The first part would be to complete 50% of Schematic Design and Design Development. We would bring that document to the BoS on June 22nd along with a Request for Action form asking for approval and release of funds.
4. There are seven components in the scope of services. Ron hopes the cost of some of these components might be reduced. A subcommittee has been formed to review these components with the goal to tighten up the scope and cost of each.
5. Stu pointed out that doing it all in a coordinated way is the only right way. Eliminating any component would be very detrimental to the project.
6. Dean is hoping to get approval for funding from the Kittery Area Comprehensive Transportation System (KACTS) to cover a large percentage (90%) of the construction cost which is currently estimated at \$3.6 million.
7. Denis has drafted another Scope of Services document laying out the process for developing new Village Zoning Ordinances, Village Design Standards and Economic Development. Dylan expressed concern about having the economic development funding process included with the zoning activities. It was noted that economic development should be for the entire town, not just for the village and it was further noted that the town administration has shown no interest in supporting such a function. Lew pointed out that zoning changes are the responsibility of the Planning Board and won't be held up by funding concerns.
8. Ron confirmed that the group does want to go ahead with both Regina's and Denis's proposals.
9. The group discussed who would serve on the Design Standards Sub-committee. The current Planning Board zoning work group should be included. The list would include Dylan, Pete, Lew, Toni, Joel and Amy Phalon (Planning Board member). These standards need to be ready by December. The second part of Denis's plan describes a Funding Sub-committee whose members would include Rodney Lynch, Ron, Dean and Chris.
10. Ron asked the Buzz Sub-committee to consider developing a strategy for promoting the next phase of our proposal and the village zoning design standards as a focused campaign with public outreach just prior to the ballot.

11. Dylan showed the committee a map of the proposed York Village Center Zone and explained the reasoning behind the newly defined boundaries. The map also shows theoretical “transition” zones which suggest how the Village Center Zone would most likely expand if needed in the distant future.
12. Dylan also explained work that the Zoning Sub-committee had done regarding “use” and “dimension” criteria for the new village center zone.
13. Our next regular meeting will be at 8:30am on Thursday, June 18th in the Wheeler Room at the York Public Library.

Meeting adjourned at 10:01am

Respectfully submitted,
Peter Smith, Secretary