

***Town of York ~ Village Study Committee
Meeting Minutes ~ July 17, 2014
York Town Hall Conference Room***

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

Absent: Rob Yandow

Guest: Denis Lachman, Regina Leonard

1. Chairman Ron McAllister called the meeting to order at 8:35 am.
2. Meeting minutes for July 3rd were approved as written.
3. Ron noted that LinePro reported they are 90% complete with their survey of the village. There is concern that the delay might impact our remaining schedule. Lew suggested that our committee should review it before releasing it to TDRC engineers, but the committee decided to mark the survey report as “draft” and forward it directly to TDRC while delegating its review to Deana and Stu.
4. Ron asked Dylan to schedule a joint meeting with the Planning board to discuss proposed zoning changes for York village. It’s likely that the meeting will be on August 28th.
5. At this point, Denis and Regina (TDRC) joined the meeting and set up for a PowerPoint presentation of the first draft of their proposed *Agreement for Professional Services* which outlines the Scope of Services to be provided and a related Fee Schedule.
6. Denis and Regina walked the group through their proposal addressing the following topics:
 - a) boundaries of the Master Plan – both physical and logical (survey/infrastructure)
 - b) limits of schematic design (high level technical views of proposed issue solutions)
 - c) project scheduling within York’s referendums and municipal fiscal cycles
 - d) funding opportunities and financing strategies
 - e) components of anticipated public process and approach to citizen outreach
 - f) establishing and building “buzz” to foster voters understanding and support
 - g) project components, resources, sharing tasks and fee calculations
 - h) Selectboard and Budget Committee participation
 - i) anticipated long range issues and alternatives
 - j) immediate next steps, timing, and approach
7. The committee decided to “fast forward” the current process to prepare for a presentation of the initial TDRC Scope of Services and related Fee Schedule to BOS on August 11th.
8. The group agreed to schedule a committee meeting to review a revised draft of the proposed *Agreement for Professional Services* at 8:30am on Monday, July 28th at the York Public Library.
9. Our next regular meeting will be at 8:30am on Thursday, August 7th at the York Public Library.

Meeting adjourned at 10:43am

Respectfully submitted,
Peter Smith, Secretary