

January 31, 2013 EDSC Minutes

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Economic Development and Sustainability Committee

Minutes for Meeting on January 31st

Present: Al Ahlers, Bill and Sarah Hopkins, Katie Murphy, Andy Walsh, Mark Girard, and Gwen Hilton

Al opened the meeting at 4:40 pm.

The primary purpose of the meeting was to interview two landscape architect candidates for the development of a town square plan.

Pat Carroll from Carroll Associates of Portland was the first to present. His major points are summarized below:

- Small firm, about 20 years old
- Worked on subdivision in NY many years ago, but recently spent some time walking the town square site in preparation for this presentation
- Presented his understanding of the issues to be addressed – lack of clarity on location of town office, lack of connectivity, lack of density, need more walkable town center, need more people in town center, etc.
- Nice town-owned parcel – interesting terrain - gully, big trees in woods, good for illustrating “green community”
- Created a schematic that illustrated his initial thoughts on improvements (handout) -
 - Could make Memorial Hwy as gateway and center street to town center and enhance streetscape – signage, two gateways at either end – Veteran Mem and triangle
 - Connectivity – from Rt 115, Parsonage Rd, Memorial School, existing town center
 - Visibility – from Rt 115 and Memorial Hwy
 - Presented a 2 phase approach to the project (handout) – Phase 1 Schematic Design and Phase 2 Implementation
 - Phase 1 included an analysis and programming phase that entailed gathering data about the site, working with stakeholders to determine goals and objectives, determining permitting requirements and developing a preliminary budget. Then a conceptual design would be developed with phasing and associated costs for implementation of the project. The work for this phase would lead to materials for the upcoming town meeting – master plan and budget, including consideration for phasing
 - Phase 2 was implementation based upon the decision at town meeting – more detailed site analysis and engineering, and stakeholder involvement; some of work would be contracted out, such as surveying and engineering
 - He described his work with Gray on their master plan for Monument Square, also was involved in SAD 51 campus design, he is familiar with Memorial school

- Gray looking to develop a contract zone
- In response to the Committee comments, Pat noted that master plans are long-term guides, town can phase work, and would be possible to do phases first that are low budget, highly attractive and visible and that would provide some momentum for future improvements. Clearing, landscaping, highway gateways are examples.

The Committee then discussed process and timing issues, including the Carter Commission's work to give more authority to the Selectmen, and/or the possibility of holding more town meetings if needed to make timely decisions. It was noted that the Committee need to be realistic about how much can be done, given how fiscally conservative the town is.

Pat stated he could develop conceptual design(s) for town meeting, might need a public meeting prior to that to develop concepts. Would put together a budget before the end of February. Current estimate for Phase 1 is Analysis and programming (\$2,000) and Concept Design (\$6-\$8,000), but will work with whatever budget the town desires.

Terry DeWann Associates of Yarmouth (Terry was joined by Sara Witte)

- Small firm – with diverse interests
- Did master plan for NY town hall and several other things in NY
- Provided two handouts providing information on project understanding relevant experience and process
- Products would be:
 - A schematic master plan – conceptual building designs; parking, new roads; sidewalks including esplanades, fencing, etc.; street trees and management of woods; trails, bridges and connections; signage; lighting; and parks.
 - Implementation Plan – preliminary opinion on costs; identification of permits; construction services and environmental studies
 - Schematic master plan could be completed in time for town meeting to include graphics, and Implementation Plan
 - Many ways to involve the community – make sure all stakeholders on-board
 - Master plan could be in phases with small things first – would help spur future economic activity
 - Needs to be coherent process
 - Katie - need to address the town's feeling of being forgotten - want more visibility, a brand
 - The master plan could emphasize NY as "green" community" and with "appropriate sustainable development" that also protects the aquifer. DEP supports a variety of techniques – rain gardens and other low impact stormwater techniques that could be highlighted.
 - Mentioned Raymond work as an example – improvement increased pride. Then led to development of design guidelines.
 - NY has really nice signage – use of granite materials – expand on this theme
 - Suggested interpretive trail in the wooded area – like Richmond town forest or WMNF
 - Mark, given ordinance restrictions due to aquifer – dev. Most likely further north of the village, pit and school are opportunities; this phase should enhance the future use of these two parcels; need to start with low-cost highly visible projects to create momentum
 - Ordinance adjustments will likely be needed
 - This would be part of phasing in implementation plan

- Mentioned Brunswick's action plan published in the Times Record for publicity (example)
- There is grant funding available for pedestrian improvements
- Review sheet with Design Process and Milestones (handout) to get to materials for town meeting – schematic plan and implementation plan – included inventory and analysis, conversations with stakeholders, sketch plans, public meetings, costs, scoping sessions for permitting, photosimulations, etc.
- Estimate for the work is \$7,600 – may provide more detailed estimate for town meeting prior to the end of February

Discussion and Reactions to Presentations:

The Committee discussed the two presenters, but was unable to reach a consensus about which firm to choose. Given time constraints it was agreed that the Committee would meet next week, preferably Tuesday with the following agenda:

- Continue discussion on selection of a landscape architect
- Review RFP for the Memorial School property, suggest names of developers