

MINUTES
TOWN OF GORHAM
ROBIE PARK MASTER PLAN STEERING COMMITTEE MEETING
Monday, May 8, 2023 – 6:30 p.m.
Gorham Municipal Center, Conference Room A

Present: Councilor Phillip Gagnon; Councilor Ronald Shepard; Michael Chabot; Jacinda Wilson; Sarah Perkins; Laurel Emerson.

Absent: Katherine Garrard and Tim Spears.

Also Present: Director of Community Development, Thomas Poirier; one member of the public – Jacequelyn Lortie.

1. **Consideration of the minutes of the March 28, 2023 meeting**

A motion was MADE by Michael Chabot, SECONDED by Councilor Shepard, and VOTED to accept the minutes of the March 28, 2023 meeting. Unanimous vote.

2. **Discussion regarding selected design consultant**

Director of Community Development Tom Poirier said the committee had requested for staff to go back to the three proposed consultants, and standardize the process that they could all bid on. Mr. Poirier provided the process to the consultants, and they submitted three proposals – one from Aceto Landscaping for \$15,430, one from Sebago Technics for \$22,000, and one from Barton Loguidice for \$24,500.

Mr. Poirier referred the committee to an outline in his memo provided that summarized this information. He said that the committee then rated their preferred choices with three members selecting Aceto Landscaping as #1, two members selecting Sebago Technics as #1, and one member rated Barton Loguidice as #1. The outline also referenced second and third choices, but Mr. Poirier recommended that the committee review first choices only.

Councilor Gagnon asked if the Town has worked with Aceto Landscaping before to which Mr. Poirier said – yes, and that the Town has worked with all three landscape architects, and that any one of the three firms would be able to advise the committee on a process that the committee would like.

Michael Chabot asked what they [Aceto Landscaping] have done with the Town before to which Mr. Poirier said they have provided a revitalization plan for the Little Falls/White Rock area.

Council Vice Chairman Shepard said that he was impressed with the Little Falls/South Windham Master Plan that they [Aceto Landscaping] did. He said that he would be very comfortable with Aceto or Sebago Technics.

Rob Delaney said that he voted for Aceto as well.

A brief discussion ensued regarding whether anyone might change their minds. One member said that there is a pretty big difference in the proposed figures.

Mr. Poirier shared that after he reviewed Aceto's proposal, a question that he has is with regard to additional services, which may be outside of the proposed amount of \$15,430, but given the limited number of meetings that they would be attending, he did not think that it would bump their estimate above Sebago Technics or Barton Loguidice.

Regarding an arborist, Mr. Chabot asked if that would be a separate step for the Town to have to go to them and ask for an arborist to come in and evaluate the health of all the trees that are there now.

Mr. Poirier said that since a landscape architect's profession is with landscaping, they'll have the relationship with those kinds of people and be able to identify when they need to bring in other professionals.

Councilor Gagnon said that he had withheld his vote so that he could see where everyone else was on the matter, so he said he would add his vote to Aceto as well.

Council Vice Chairman Shepard concurred and said he would go with Aceto also.

The committee took a vote and all members recommended selecting Aceto Landscaping as the landscape architect. 6 yeas.

3. **Other Business**

Mr. Chabot introduced his neighbor Jacequelyn Lortie, and Mrs. Lortie asked which Town staff members will meet with Aceto to which Mr. Poirier said that he and Recreation Director Cindy Hazelton, and possibly someone from Public Works will meet with Aceto for the initial site walk.

Mr. Chabot said a neighbor that lives directly across the street from the park where the trees are that have been identified as dead has expressed concern with trees that are leaning toward his house.

Councilor Gagnon recommended that Mr. Chabot's neighbor reach out to the Town Manager and Public Works to express their concerns.

Councilor Gagnon raised a question regarding raised speed tables and he asked if the committee felt that was part of the scope of this committee or not.

Mr. Chabot said that if there is any way to provide safe access to the park, he was in support of investigating that as part of this process.

Mr. Poirier recommended identifying traffic calming measures.

Councilor Gagnon said that his focus is on potentially having raised speed tables on the path between the Municipal Center and the park.

4. **Schedule next meeting and discuss agenda items for next meeting**

Mr. Poirier said that he would reach out to Aceto to see when a kickoff meeting can be held, and see how quickly a timetable can be made for a site visit, if one is needed. He said he will also get a Doodle Poll out to the committee.

A brief discussion ensued in which Councilor Gagnon asked if the committee wanted to participate in a site visit with Aceto or let them go out and come back with their recommendations.

Mr. Poirier said as part of Aceto's proposal, they will conduct a site visit with Town staff first as part of the first design charrette, and a site visit can be added as part of that.

As the next meetings are contingent on the landscape architect, Councilor Gagnon asked if Mr. Poirier could provide the committee with a cadence of when to meet to which Mr. Poirier said that he or Executive Assistant Jessica Hughes will reach out via email.

Councilor Shepard said that he had mentioned that it would be helpful to have maps to which Mr. Poirier said that he would ask Aceto about the maps as well.

Councilor Gagnon asked if Mr. Poirier could please email out a copy of the map to which Mr. Poirier said – yes.

Councilor Gagnon asked if Aceto would be looking to start the work in May or June to which Mr. Poirier said that the consultant had not identified a date in their proposal.

5. **Adjournment**

The meeting adjourned at 6:47pm.