

**Draft M I N U T E S**  
**TOWN OF GORHAM**  
**ROBIE PARK MASTER PLAN STEERING COMMITTEE MEETING**  
**Monday, March 20, 2023 – 6:30 p.m.**  
**Gorham Municipal Center, Conference Room A**

**Committee Members:**

Councilor Phillip Gagnon - Chair  
Michael Chabot – Vice-chair  
Rob Delaney (absent)  
Laurel Emerson  
Katherine Garrard  
Sarah Perkins  
Councilor Ronald Shepard

Jacinda Wilson - **Absent**

**Town Staff:**

Thomas Poirier  
Cindy Hazelton  
Julio Santiago

**School Department Staff:**

Tim Spear

1. **Public Comment** – No one from the public spoke

- The committee discussed the public comment process in depth.
- Public comment would be allowed at the beginning of the agenda but the time given might be restricted by the committee.
- The committee can take public comment on agenda items and answer questions from the public.

2. **Discuss Vision Statement**

- Mrs. Garrard presented two draft vision statements for the committee's review. The committee discussed both draft vision statements.
- A motion was made by Mr. Shepard and 2<sup>nd</sup> by Mrs. Perkins to adopt vision statement B. ( 7 yeas, 1 absent)

- Adopted Vision Statement: “Robie Park will be a vibrant and inclusive community space where people of all ages, abilities, and backgrounds can come together to connect with nature, engage in physical activity, and build relationships with one another. We envision a park that is accessible, safe, and welcoming, featuring green spaces, recreational amenities, and educational opportunities that promote health, wellness, and environmental stewardship.”

3. **Discussion on general use of park –community, school, and natural park**

- General discussion was held about the use of the park.
- The committee decided to have each member draw on a blank diagram of the boundary of the park what they thought should be included in the park. The committee will complete the drawings after the site walk on April 10<sup>th</sup>. The committee will then get all the drawings to the Community Development Department. The drawings would then be shared with the entire committee and the chosen landscape architect team.

4. **Review of three proposals from the landscape architects**

- Mr. Poirier gave a brief description of each proposal. The committee then briefly discussed the three proposals.
- The committee requested that Community Development staff reach out to Barton & Loguidice and Aceto to make some minor changes to make all three proposals similar in nature so the committee was comparing like proposals. Staff would report changes to the committee when they arrive. If revised proposals were received in time then the committee would set up a meeting after the site walk on April 10<sup>th</sup> to select a landscape architect firm.
- The committee was going to review the experience and professionals outlined in the proposals and be ready to discuss at a meeting when selection of the design firm was an agenda item.
- Discussion was held about the requirements for funding of the landscaped architect.

- Mr. Sheppard made a motion and 2nd by Mrs Garrard, “The committee request the Town Council fund up to \$28,500 for hiring of a Landscape Architect firm to assist in master planning Robie Park.” 7 yeas

5. **Schedule Next Meeting and discuss agenda items for next meeting**

- The next meeting was April 10<sup>th</sup> for a site walk. If possible a meeting will be held afterwards to select a landscaped architect firm.
- A tentative meeting is selected for April 24<sup>th</sup> with the design consultant if they are available and prepared to meet with the committee. If the consultant cannot make that date then staff will meet and discuss possible dates with the consultant and conduct a doodle poll of available times with the committee.

6. **Adjournment** – 7:45 Motion by Mr. Shepard and 2<sup>nd</sup> by Mr. Chabot – (7 yeas, 1 absent)

**Other Business**

- The committee requested name tags for the next meeting.