

MINUTES
TOWN OF GORHAM
ROBIE PARK MASTER PLAN STEERING COMMITTEE MEETING
Wednesday, June 7, 2023 – 6:30 p.m.
Gorham Municipal Center, Conference Room A

Committee Members:

Present: Michael Chabot, Rob Delaney, Katherine Garrard, Stuart McCallister filled in for Sarah Perkins as School Committee Member, Jacinda Wilson, and Councilor Ronald Shepard.

Absent: Laurel Emerson, Sarah Perkins, and Councilor Phillip Gagnon.

Also Present: Councilor Virginia Wilder Cross; Director of Community Development, Thomas Poirier; Cindy Hazelton, Recreation Director; Caitlyn Aceto and Grace McNeil with Aceto Landscape Architects, and one member of the public – Jacquie Lortie.

1. Minutes of May 8, 2023 meeting

A motion was MADE by Councilor Ron Shepard, SECONDED by Katherine Garrard and voted to accept the minutes of May 8, 2023 meeting. Unanimous vote.

2. **Current Business:**

A. Introductions

The committee introduced themselves to the consultant then consultants introduced themselves.

B. Discussed Proposed Agenda for Design Charrette (Meeting #2) + Site Visit

The design firm went over the Proposed Charrette (Meeting #2) Agenda provided as part of the materials. The following items regarding the design charrette logistics were discussed at length: The estimated number of the public that could be anticipated to attend, how to best facilitate public comments, and amount of time necessary for the design charrette.

The following items were identified and agreed to by the committee via consensus: Site Walk through the park would be completed after the public was broken into smaller groups as part of group breakout session, a number of stakes would be placed in Robie Park to help facilitate each group going to all sections of the park (Recreation and Aceto Staff will mark locations in the park prior to the meeting), and a committee member and if needed a member of Town Staff will lead one of the group breakout sessions to help facilitate site walks and small group discussions.

C. Discuss locations for the Design Charrette – Town Council Chambers or Conference Room A

The Committee agreed to hold the design charrette in Shaw Gym at the Municipal Center. Tables, chairs, large screen for Aceto presentation of materials, GoCAM will set up to record the meeting, and snacks and beverages to be provided for the design charrette.

D. Review Current Park Program (Inventory) and Map

The committee reviewed the discussed the existing plan provided by Aceto. The committee came to consensus that the master plan did not need to be shown during the design charrette because the existing plan provided by Aceto captured most of the information from the past master plan and did not limited the public's vision as part of the master planning process.

The committee requested Town staff work with Aceto Landscaping to provide them with a list of recreation facilities in Gorham with their locations. This information would be available to the public as part of the design charrette processes.

E. Review results from the Community Survey

The committee reviewed the survey with the Aceto staff. A discussion was held on how best to use the survey to get more input from the public as part of the design charrette process.

F. Identify possible design charrette meeting and site visit dates and public notification process.

The committee discussed and agreed to have first design charrette on July 12, 2023 at 6pm, which would be publicized in local papers, Town website, Recreation distribution list. It was noted that the Gorham Times only has one remaining publication prior to the July 12th date so the information would need to be provided to them by Wednesday, June 14th.

The committee requested of Aceto that the wide area map of the area depict also the location of the Middle School in addition to the existing elements of the High School and Village School. The committee also requested an inventory of playing fields, playgrounds, etc. within the Town.

Recreation Director Cindy Hazelton said she could provide that information to the committee.

The committee also requested that an arborist evaluate the existing trees for health and inventory them.

Additionally, the committee discussed traffic calming methods to which Mr. Poirier recommended waiting until the final park version is presented to the Town Council.

4. **Adjournment**