

Town of York

186 York Street
York, Maine 03909-1314

Town Manager/
Selectmen
(207)363-1000

Town Clerk/
Tax Collector
(207)363-1003

Finance/
Treasurer
(207)363-1004

Code Enforcement
(207)363-1002

Planning
(207)363-1007

Assessor
(207)363-1005

Police Department
(207)363-1031

Dispatch
(207)363-2557

York Beach Fire
Department
(207)363-1014

York Village Fire
Department
(207)363-1015

Public Works
(207)363-1011

Harbor Master
(207)363-1000

Senior Center/
General Assistance
(207)363-1036

Parks and
Recreation
(207)363-1040

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(207)363-1009
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www.yorkmaine.org

SELECTMEN'S MEETING 7:00 P.M. MONDAY JANUARY 31st 2011 YORK LIBRARY

Call to Order-

Pledge of Allegiance

A. Minutes

-January 24th, 2011 Selectmen's Meeting Minutes

B. Chairman's Report

C. Manager's Report

D. Awards

E. Reports

F. Citizens Forum - The citizen's forum is open to any member of the audience for comments on items listed on this meeting agenda or to propose items for future meeting agendas. All comments should be respectful in tone and should be directed to the chair. Comments should be brief and to the point. Questions that require extended answers or that cannot be readily answered will be referred to the town manager for follow-up. Anyone who wishes to submit a written request for future agenda items can do so on the form available at this meeting or may obtain the form through the town manager's office.

G. Approval of Warrant #31

H. PUBLIC HEARINGS

I. ENDORSEMENTS

License Applications

- Andrew and Susan Wetzel dba Inn at Tanglewood Hall (Bed and Breakfast)
- The JKLT Group dba Wildcat Pizza (Victualers)
- The York Harbor Reading Room dba The York Harbor Reading Room (Victualers, Liquor, Special Amusement)

J. Old Business

K. New Business

1. Discuss Appointment of Cape Neddick Beach Task Force
2. Discussion of Options for Replacement of Birch Hill Road Culvert
3. Discuss Process for improvements to York Village
4. Discussion and Possible Approval of Collective Bargaining Agreements With York Firefighters Association (Local 3622 AFL-CIO-CLC) and York Department Of Public Works (Teamsters Local #340)
5. Board and Committee Resignation: Gary Glynn HDC

L. Other Business

Adjourn

**SELECTMEN'S MEETING
6:00 P.M. MONDAY JANUARY 24th 2011
YORK LIBRARY
MINUTES**

Attendees: Michael L. Estes, Mary Andrews, Tracy Jackson-McCarty, Edward W. Little, Robert G. Yandow, Town Manager Kathryn Danylik, Recorder and Members of the Press & Public

Pledge of Allegiance

6:00 PM: Work Session with Gorrill-Palmer on York Beach Traffic Study
Chairman Jackson-McCarty called the meeting to order at 6:03 PM

Randy Dutton and Tom Gorrill from Gorill-Palmer presented to the Board a follow up to the previous discussions regarding the York Beach Traffic Study.

One of the primary goals of the study was to come up with a traffic pattern that could be done year round. Gorrill-Palmer reccomeded that the best way accomplish this is to develop a one-way, year round pattern. Gorrill-Palmer reported to the Board on 7 different areas that would need some improvements in order to make a one-way patter work year round. The areas in need of updating are:

Ocean Ave/Long Beach: Channelize traffic, reinforce the through way, and force traffic to the right.

Ocean Ave: Take out parking on one side, highlight the four crosswalks, and add possible bump outs.

Ocean Ave/Railroad Avenue: Maintain a separate left and right lane, create better clarification for drivers, create channelization for both cars and pedestrians, there will be some parking lost.

Railroad Ave- Create a single travel lane with parking on both sides, would recommend bump outs.

Ridge Road/Church St: Create a triangle island that keeps traffic moving. This would create a free flow of traffic with no queue backing up in front of fire station.

Church Street- There needs to be more research done on the right of way.

Bay St: Make a small portion one way towards Ocean Ave; this will eliminate people trying to take a left into Bay Street

Mr. Estes asked if the engineers had looked into any possible ways to redirect foot traffic and crosswalks in the York Beach Village Center. Gorrill-Palmer stated that they tried to look at different ways of getting people to the crosswalks, all we can do is to try to focus people to the crosswalks so that vehicle traffic knows where to expect pedestrians.

Mr. Little asked how many parking spaces would we lose total? There would be between 8 and 9 total spaces lost.

Mr. Little asked if there was a way to put parking back on Ocean Ave? Yes you would have to widen the lanes and shift the sidewalk.

Ms. Andrews stated that it looks as if this will make it difficult for delivery trucks getting to businesses. Gorrill-Palmer stated that the width of the travel lane is the same as it is today, as long as delivery trucks pull over and don't stop in the middle of the road the width will be the same.

Ms. Jackson-McCarty questioned whether the left hand turn off Main Street on to Railroad Avenue will inhibit or effect emergency vehicles? It will not inhibit emergency vehicles; this is just a way to formalize how it is used now

The York Beach Traffic Study will be on a future agenda for further discussion and possible action.

A. Minutes

-January 10th, 2011 Selectmen's Meeting Minutes

Moved by Ms. Andrews and seconded by Mr. Estes to approve the January 10th 2011 Selectmen's Meeting Minutes. Without objection so ordered.

B. Chairman's Report

Ms. Jackson-McCarty stated that there is an amendment to the agenda tonight, there will be update from Tom Carnicelli of the Tax Task Force.

Ms. Jackson-McCarty reported that the MTA Report...

Ms. Jackson-McCarty stated that some high school students involved in an advanced politics class have sent the Board an email regarding getting involved with their community and they have taken an interest in the River Road/ Route 1 intersection in Cape Neddick. It is always hopeful and inspiring when young

people want to get involved in their community. Ms. Jackson-McCarty read the letter into the record and directed them to get in contact with State Legislature as Route 1 is a state maintained road.

Ms. Jackson-McCarty read a letter from Bob and Donna Bacon into the record in reference to last week's school committee meeting.

C. Manager's Report

Mr. Yandow stated that this morning due to the extreme cold Waste Management could not get all their trucks on the road. Therefore if you have normally scheduled trash day today it will instead be picked up on Tuesday, Jan 25th.

Mr. Yandow reminded everyone that the second tax payment is due Friday, Feb 4th 2011.

D. Awards

E. Reports

1. Municipal Social Service Outside Request for FY12

Karen Brown, co-chair of MSSRB presented to the Board the Municipal Social Service Review Board's recommendations for FY12. Sixteen eligible agencies were reviewed this year with a total request for \$39,066, an increase of \$535 over the requested amount for FY 11. After an extensive review the Board recommends \$36,200 for sixteen agencies, the same amount approved by the voters in May 2010.

With the economic downturn agencies continue to be more efficient with less money, grants are harder to obtain and therefore town funding has become more and more important. Overall more York residents are being served, over the last year services provided equals over \$1 million. We ask that the board support and endorse this report and send it to the budget committee.

Moved by Ms. Andrews and seconded by Mr. Little to adopt the FY2012 funding recommendations of the Municipal Social Services Review Board and forward them on to the Budget Committee. Vote 4-0 motion passes.

The Board thanked the Review Committee for all their hard work on this.

2. Tax task Force Report

Tom Carnicelli of the Tax Task Force presented to the Board the Tax Task Force's recommendation of 2.5% as the FY12 maximum allowable increase in total taxpayer impact for operational expenses by the municipal government and the school department. This year both the Town and the School Department are planning to come in with increases in operational expenses well below the recommended rate.

In 2008 the Tax Task Force identified \$50 million worth of significant capital projects needing to be addressed in the near future. The Tax Task Force set up a plan to address these projects, in that plan a cap for annual capital spending was set at an average of \$7million a year with the understanding that over spending in one year would be made up with reductions in subsequent years.

In Practice, spending for capital projects has lagged well below this ideal schedule. Voters have not approved certain projects and others have not been ready for submission. If we continue with reduced capital spending this will lead to greater project costs in the future.

3. Preview of Ordinance Amendments for May Referendum

Steve Burns, Community Development Director and Christine Grimando, Town Planner gave an overview of the 10 proposed Ordinance Amendments and 1 Comprehensive Plan Amendment for the May ballot.

Ord-1-Clarify language about the Date of Application Approval

Ord-2-Revise the Historic Site Boundary a the Town Farm

Ord-3-Define Commercial Functions

Ord-4-Amend the Farm Enterprise Zone Standards

Ord-5-Amend Standards for first time Septic Variances

Ord-6-Rpeal of the Short Sands Park Ordinance

Ord-7-Establish Criteria for Emergency Beach Closures

Ord-8-Amend the Direction Sign Ordinance

Ord-9-Amend the Supplemental Building Ordinance

Ord-10-Adopt a Property Assessed Clean Energy (PACE) Ordinance

Comp Plan-1-Amend Vegetative Buffer Policies for Cape Neddick River

F. Citizens Forum - The citizen's forum is open to any member of the audience for comments on items listed on this meeting agenda or to propose items for future meeting agendas. All comments should be respectful in tone and should be directed to the chair. Comments should be brief and to the point. Questions that require extended answers or that cannot be readily answered will be referred to the town manager for follow-up. Anyone who wishes to submit a written request for future agenda items can do so on the form available at this meeting or may obtain the form through the town manager's office.

Public Comment: Dawn Bacon
Rick Boston
Charles Stacey

G. Approval of Warrant #30

Moved by Ms. Andrews and seconded by Mr. Estes to approve Warrant #30. Without objection so moved

H. PUBLIC HEARINGS

I. ENDORSEMENTS

License Applications

- Scott Berger dba York Village Emporium (Victualers)
- Elaine Stone dba 123 Restaurant (Victualers, Liquor, Special Amusement, Bed and Breakfast)
- King Weinstein dba York Gill and Pub (Victualers, Liquor, Special Amusement)
- Marge Curley dba Rick's Restaurant (Victualers, Liquor)

Moved by Mr. Little and seconded by Ms. Andrews to approve the following licenses: -Scott Berger dba York Village Emporium (Victualers), Elaine Stone dba 123 Restaurant (Victualers, Liquor, Special Amusement, Bed and Breakfast), King Weinstein dba York Gill and Pub (Victualers, Liquor, Special Amusement), Marge Curley dba Rick's Restaurant (Victualers, Liquor) subject to taxes, fees and inspections being current and compliant with the usual noise stipulations. Vote 4-0, motion passes.

J. Old Business

K. New Business

1. Architectural Services for the Sohier Park Welcome Center

The Sohier Park Committee solicited proposals for architectural services for the Sohier Park Welcome Center expansion project. Two proposals were received: Appledore Engineering in the amount of \$36,190 and Isaak Design in the amount of \$15,000. After reviewing the RFP's and checking the reference provided, the Sohier Park Committee recommends that the Board of Selectmen award the Project to Isaak Design in the amount of \$15,000.

Moved by Ms. Andrews and seconded by Mr. Little to award the bid for providing architectural services for the Sohier Park Welcome Center Expansion Project to Isaak Design, PLLC of Durham, NH. Vote 4-0 motion passes.

2. Online Streaming Audio/Visual of Town Meetings

Moved by Ms. Andrews and seconded by Mr. Little to accept the proposal from Town Hall Streams to provide the necessary hardware, software and maintenance to stream town hall meetings via the internet to the public at a cost of \$249.00 a month with a guaranteed no increase for an 18 month period. Vote 4-0 motion passes.

3. Adopt Revised Selectmen's Policies

Moved by Ms. Andrews and seconded by Mr. Little to adopt the changes made to the following Selectmen's Polices: C.O.L.A Non-Union Employees, Banner Placement, Legal Counsel, Fast Track Procedures, Fund Balance, Travel and Expense Allowance, and Purchasing Procedures. Vote 4-0 motion passes.

4. Discussion on FY 12 Capital Budget

Moved by Ms. Jackson McCarty and seconded by Mr. Estes to approve the five year capital plan as recommended by the Capital Planning Committee and presented by the Town Manager including the revisions made to the cost of the Access Road. Vote 3-0-1 motion passes, Ms. Andrews abstained.

5. Budget Discussion FY12

Mr. Yandow reported that based on our last two work sessions regarding the budget there is now a fiscal FY 12 budget that represents a 0% increase in operational spending. This does not include debt service.

If the Board approves the use of \$790,000 from fund balance the only impact to the taxpayer would be a revenue shortfall of \$21,000 which would be .5 of one cent.

Moved by Mr. Estes and seconded by Ms. Andrews to approve with these cuts made by the Town Manager and forward this budget to the Budget Committee. Vote 4-0 motion passes.

The Board thanked Mr. Yandow for all his hard work on this budget.

6. Special Event Permit: York High School Interact Club

Moved by Ms. Andrews and seconded by Mr. Little to approve the special event permit for the York High School Interact Club Polar Dip on Saturday, February 5th from 9:45 AM to 10:15 AM. Vote 4-0 motion passes.

7. Pole Permit Application: Newtown Road and Scituate Road

Moved by Ms. Andrews and seconded by Mr. Little to approve the pole location permit for 1 pole on Scituate Road in the Southeasterly direction, 36ft from Pole #107 and 1 pole on Newtown Road (CMP Littlefield Road) in the Southeasterly direct from Pole #13. Vote 4-0, motion passes.

8. Application for Special Permit for Catering Privileges Off Premises: York Harbor Inn

Moved by Ms. Andrews and seconded by Mr. Little to approve the Application for Special Permit for Catering Privileges for the York Harbor Inn for an event at The Atlantic Design Center, 627 Route 1 in York on February 9th from 6:00 PM to 8:00 PM. Vote 4-0, motion passes.

9. Appointment of Board of Selectmen representatives to the Municipal Building Committee

Moved by Ms. Jackson-McCarty and seconded by Mr. Little to appoint Ms. Andrews and Mr. Estes to the Municipal Building Committee. Vote 4-0, motion passes.

L. Other Business

Adjourn

Moved by Ms. Andrews and seconded by Mr. Little to adjourn at 9:25PM



Town of York

186 York Street
York, Maine 03909-1314

TO: Board of Selectmen

FROM: Kathryn Newell *KNewell*
Code Enforcement Officer

DATE: January 27, 2011

RE: LICENSE INSPECTIONS AND RECOMMENDATIONS

Town Manager/
Selectmen
(207)363-1000

Town Clerk/
Tax Collector
(207)363-1003

Finance/
Treasurer
(207)363-1004

Code Enforcement
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Planning
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Assessor
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Department
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Parks and
Recreation
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(207)363-1019

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Based on my review, I recommend the following position on the Licenses to be heard on January 31, 2011.

ENDORSEMENTS

The JKLT Group
DBA: Wildcat Pizza
Victualers

MAP 48/LOT 20

The JKLT Group
1 York Street, Suite 3
York, ME 03909

FACILITY	Restaurant/42 Seats
ZONE	Rt. 1-3
USE	Conforming, Existing
RECOMMENDATION	Approval

Andrew & Susan Wetzel
DBA: Inn at Tanglewood Hall
Bed & Breakfast

MAP 46/LOT 54

Andrew & Susan Wetzel
P. O. Box 490
York Harbor, ME 03911

FACILITY	Bed & Breakfast/6 Rooms
ZONE	RES-4
USE	Conforming, Existing
RECOMMENDATION	Approval

Page 2
License Inspections & Recommendations

York Harbor Reading Room
DBA: York Harbor Reading Room **MAP 58/LOT 9**
Victualer/Liquor/Special Amusement

York Harbor Reading Room
P. O. Box 66
York Harbor, ME 03911

FACILITY	Private Social Club/Function Hall/ 125 Seats
ZONE	RES-4
USE	Conforming, Existing
RECOMMENDATION	Approval



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: January 27, 2011	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: January 31, 2011	
Regular <input checked="" type="checkbox"/> Work Session <input type="checkbox"/>	
Subject: Appointment of Cape Neddick Beach Task Force	

TO: Board of Selectmen
FROM: Robert G. Yandow, Town Manager
RECOMMENDATION: Approve Appointment of Cape Neddick Beach Task Force
PROPOSED MOTION: I move to appoint Chuck Ott, Donna Hayford, Michael Modern, Ron McAllister and Parks and Recreation Director Mike Sullivan to the Cape Neddick Beach Task Force.

Discussion: On November 16, 2010 the town hosted a meeting with the Maine Healthy Beaches Program, the Maine Department of Environmental Protection, the Cape Neddick River Association and town staff. The primary purpose of the meeting was to address the poor water quality in the Cape Neddick River. One of the discussion items during the meeting was specific to the Cape Neddick Beach and the need to develop an action plan for the beach itself.

A review of the Town Comprehensive Plan identified two areas that specifically reference the need for action at the Cape Neddick Beach. The first is Town Goal 7.2 which references a Cape Neddick Beach Plan (7.2.1) and Policy #9 under Land Use Area #14 (Shore Road/Pine Hill Road Area) which addresses the need for a Cape Neddick Beach Task Force.

I am attaching the above referenced sections of the Comp Plan, along with two memorandums from Mike Sullivan. One memorandum is dated December 2, 2010 and the second is dated December 27, 2010. Both memorandums address the Comp Plan and the need for the Cape Neddick Beach Task

Force. As you can see, Mike Sullivan has made a specific recommendation concerning the individuals to be appointed.

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared By:

Robert M. Gannon

Reviewed By: _____

MID-TERM PRIORITY - PLANNING BOARD AND HARBOR BOARD TAKE LEAD ROLE

- The Town should pursue installation of a boat pump-out facility as a way to increase the range of services offered in its harbor and to lessen marine pollution. To date, the York Harbor Board has not supported this proposal, but it is a needed service. The Selectmen should cooperatively work with the Harbor Board to achieve this objective.

MID-TERM PRIORITY - SELECTMEN AND HARBOR BOARD TAKE LEAD ROLE

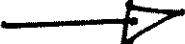
7.1.2 The harbor at Cape Neddick has limited use as a prime recreation area. Most individuals who own moorings own residences in the area. There are also few docks located along the River because of the extent of tidal action which occurs. The following specific recommendations are noted:

- The Town should not pursue dredging of the Cape Neddick River as a means to increase the amount of moorings. The configuration of this harbor provides little opportunity for significant levels of use.

NO ACTION NEEDED - HARBOR BOARD TAKES LEAD ROLE

- The Town should adopt standards to regulate the construction of docks along the Cape Neddick River and should prohibit docks which encourage motorized use.

LONG-TERM PRIORITY - PLANNING BOARD TAKES LEAD ROLE

 **Town Goal 7.2: The Town should encourage public access to its coastal resources.**

York has a very large coastline, little of which, however, can be used to support public access for commercial or recreational boating. Public access will largely entail visual and pedestrian access to make use of its sandy beaches, rocky coastline and its views. Specific actions the Town should take include the following:

7.2.1 The Town should adopt policies that encourage and allow public use of its sandy beaches, including Short Sands Beach, Long Sands Beach, Harbor Beach and Cape Neddick Beach. Examples of actions that are either recommended or underway are outlined below. All warrant public support.

- Cape Neddick Beach Plan - A beach management plan for the Cape Neddick Beach area (Reference Land Use Section, Cape Neddick River).

IMMEDIATE PRIORITY - SELECTMEN & PARKS AND RECREATION TAKE LEAD ROLE

- Long Sands Beach area - The Town actively maintains this Beach and provides a wide range of seasonal services. The Town has also invested capital funds to improve the quality of steps/ramps to the beach and these have proven a success.

ONGOING PRIORITY - SELECTMEN & PARKS AND RECREATION TAKE LEAD ROLE

- Short Sands Beach - The Ellis Park Trustees do well in maintaining this area. For example, recent improvements include a new sidewalk and gazebo and an upgraded playground.

ONGOING PRIORITY - SELECTMEN AND ELLIS PARK TRUSTEES TAKE LEAD ROLE

- Harbor Beach - The Hartley Mason Trustees are carefully addressing public access issues in their approach to developing the Hartley Mason Reserve Park. For example, the Trustees have worked with the Town to improve the cul-de-sac for vehicular traffic near the beach and are limiting public parking.

**IMMEDIATE PRIORITY - SELECTMEN & HARTLEY MASON PARK TRUSTEES
TAKE LEAD ROLE**

- 7.2.2 The Town should preserve public use and access to the entire length of Fishermen's Walk. The Town has successfully obtained easements from several property owners along the Walk and is working to obtain additional easements. The Town has also recently funded improvements to maintain the walk. These are wise courses of action and warrant ongoing support. York's coastal walk is a jewel that few coastal communities enjoy and warrants preservation.

IMMEDIATE & ONGOING PRIORITY - SELECTMEN TAKE LEAD ROLE

Town Goal 7.3: Provide opportunities for the existing commercial fishing industry to flourish in York.

- 7.3.1 Recognizing most commercial fishing operations in York are small individually owned operations, the Town should take the following actions to benefit the fishermen that comprise this industry:

- The Town has adopted provisions in its home occupation ordinance to allow reasonable use of an individual's property to support a commercial fishing occupation. The Town has also adopted provisions in its Shoreland Overlay District to provide for commercial fishing, and for small boat shops. These standards should be reviewed periodically and amended as needed to help ensure the longevity and vitality of the commercial fishing industry in York.

ON-GOING PRIORITY - PLANNING BOARD TAKES LEAD ROLE

- The Town should allow multiple use of its docks for both commercial fishermen and recreational boaters and help provide adequate docking facilities for the private fishing fleet.

ONGOING PRIORITY - HARBOR BOARD TAKES LEAD ROLE

- The Town should ensure an appropriate number of its moorings are available for the commercial fishing fleet.

ONGOING PRIORITY - HARBOR BOARD TAKES LEAD ROLE

MID-TERM PRIORITY - PLANNING BOARD TAKES LEAD ROLE

2. The area is presently a protected residential zoning district that requires a minimum lot size of 2 acres. The recommended zoning district is rural, with standards appropriate to the area.

Addresses Issues 1,2 and 6

MID-TERM PRIORITY - PLANNING BOARD TAKES LEAD ROLE

3. Open space (cluster) layout should be the norm for new subdivisions, with a requirement that up to 50% of the "buildable" land and all significant natural resource areas remain as permanently protected open space. Although little unsubdivided land remains east of Shore Road, how the subdivision may impact Ocean views from Shore Road and how it looks when viewed from Shore Road is also a concern.

Addresses Issues 1 and 2

IMMEDIATE PRIORITY - PLANNING BOARD TAKES LEAD ROLE

4. The Town should analyze existing traffic patterns on Shore Road and establish a program that limits the amount of annual new subdivision and single lot development which is permitted to add traffic to Shore Road. If new subdivision activity occurs in this area, the subdivision roads should be encouraged to connect to Pine Hill Road or Route One. This is an adventuresome approach that may be difficult to implement.

Addresses Issues 2 and 3

MID-TERM PRIORITY - PLANNING BOARD TAKES LEAD ROLE

5. The Planning Board should encourage new subdivision proposals it reviews to include covenants to require new homes to be the size and quality of homes which are prevalent in the surrounding area.

Addresses Issue 1

MID-TERM PRIORITY - PLANNING BOARD TAKES LEAD ROLE

6. See public water supply and sewer system policies in §1.1.2.
7. See public sewer system policies in §1.1.2.

8. Many residents who attended the area Neighborhood Meetings expressed interest in obtaining bicycle and walking paths in the Shore Road area. The preferred approach is to pursue the ongoing acquisition of land along the former railroad right-of-way to create a trail from the Cape Neddick River to the Ogunquit Town Line. This path could present 4 season recreational opportunities. The Town *should explore the potential for the* construction of a sidewalk or bike path along Shore Road, keeping in mind expense and consistency with area character in determining the project's feasibility. Shore Road is narrow in width with many blind curves and houses often are located at the road's edge. The Town can also benefit pedestrian and bicycle use of the area's main roads by strictly enforcing current speed limits and posting signage that these roads are used for these purposes.

Addresses Issue 6

ONGOING PRIORITY to ACQUIRE LAND

LONG-TERM PRIORITY TO CONSTRUCT PATH

SELECTMEN TAKE LEAD ROLE AND WORK WITH PUBLIC SAFETY

9. The Town should establish a task force to determine future use and management of the Cape Neddick Beach area. Issues include: the need for public facilities, including parking, restrooms, and sidewalks; the level of services to provide the beach, such as lifeguards, cleaning, and trash collection; traffic/pedestrian patterns on Shore Road near the beach; and conflicts with private property owners. The task force should be presented a specific task and period of time to accomplish this task. We note a specific

goal of this plan was not simply to identify the need for more studies, but to view this as specific problem area which warrants attention. Funding should be provided to support the task force's efforts.

Addresses Issue 5

IMMEDIATE PRIORITY

SELECTMEN TAKE LEAD ROLE & WORK WITH PARKS & RECREATION

10. The Town should pursue acquiring ownership of Lake Carolyn and establishing this a low intensity use park. Unlike most open bodies of water, the subsurface estate of Lake Carolyn is privately owned by a single family. In addition, there are limited opportunities for public access. The existing dam at Lake Carolyn also warrants repair. The proposed Town Open Space Acquisition fund could assist in this purchase.

Addresses Issue 2

MID-TERM PRIORITY - SELECTMEN TAKE LEAD ROLE

To: Rob Yandow, Town Manager
From: Mike Sullivan, Parks and Recreation Director
Subject: Cape Neddick Beach Management Plan
Date: December 2, 2010

The November 16th meeting with Maine Healthy Beaches and The Department of Environmental Protection was both positive and productive and I believe the Town has finally reached a point where we can begin to move forward and take the necessary steps to address and correct the pollution issues in the Cape Neddick River. As you know Steve Burns has already taken action by starting to actively enforce the Town's septic tank pumping requirements beginning in the Cape Neddick watershed area and is soon to begin conducting door-to-door visits in areas up stream along each polluted tributary stream entering the river. This is all good stuff and I commend Steve for his expediency and diligence in making this happen.

Another matter that was discussed was the need to address the obvious issues surrounding the beach itself and the river mouth. Steve has directed me to the comprehensive Plan which spells out an immediate priority for the development of a Cape Neddick Beach Management Plan. I have attached a copy of Steve's email for your review. I am in full support of Steve's request. The comp plan identifies issues that need to be addressed such as parking, public restroom facilities, beach cleaning, lifeguards and ordinances. While the comp plan directs the Selectmen to make decisions with respect to these issues it does not offer solutions. For example it does not say we need more parking at Cape Neddick Beach, rather it says "do we need more or less parking at Cape Neddick Beach?" I believe that is a point well taken and one that should be thoroughly examined before a decision is made. As stated in Steve's email he is requesting that I begin the process of developing a management plan for Cape Neddick Beach. This is something that I have been concerned about for some time and I would be excited to formulate a plan for Selectmen review.

The comp plan also recommends that the Town establish a task force for the purpose of developing the plan. The development of a task force was also discussed at the November 16th meeting. The following paragraph was taken directly from the Comp Plan.

"The Town should establish a task force to address future use and management of Cape Neddick Beach. To date, Town efforts have often lacked focus. The task force should be presented a specific work program and period of time to accomplish needed work. The Steering Committee that worked to prepare this Plan adopted a specific policy of not simply identifying the need for more studies, but management of Cape Neddick Beach is

a specific problem that warrants creation of a task force. Town funding should be provided to support efforts of the task force.”

I have two questions;

1. Do you want me to spearhead the process of developing a comprehensive beach management plan for Cape Neddick Beach?
2. Do you want the Selectmen to appoint a task force with specific directives regarding the development of the plan?

To: Rob Yandow, Town Manager
From: Mike Sullivan, Parks and Recreation Director
Subject: Cape Neddick Beach Task Force
Date: December 27, 2010

As we have discussed the comprehensive Plan spells out an immediate priority for the development of a Cape Neddick Beach Management Plan.

As suggested in the plan, I am recommending that the Board of Selectmen appoint a five member Task Force to determine the future use and management of the Cape Neddick Beach area. The Plan should address:

- Town ownership and potential conflicts with private property owners
- Public facilities; parking, restrooms and sidewalks
- Services; lifeguards, beach cleaning and trash collection
- Traffic/pedestrian patterns near the beach.

In addition to myself I would like to recommend that two members of the Cape Neddick River Association and two members of the Parks and Recreation Board be appointed to the Task Force. Member recommendations are:

Michael Sullivan / Town Staff
Chuck Ott, Cape Neddick River Association
Donna Hayford, Cape Neddick River Association
Michael Modern, Parks and Recreation Board
Ron McAllister, Parks and Recreation Board

The Task Force should be given a time period of six months to complete the work, once completed the plan will be presented to the Board of Selectmen for review and implementation.

If you agree with this approach I would like to see the Selectmen establish the task force and appoint members by the end of January 2011. Please let me know your thoughts on how you would like to proceed and what you need from me to help get the process moving.



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: 1/26/2011	Type of Action: <input type="checkbox"/> Procedural <input type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: 1/31/2011	
Regular <input checked="" type="checkbox"/> Work Session <input type="checkbox"/>	
Subject: Proposed Birch Hill Road culvert replacement on the York River adjacent to Shorey's Brook/Pond.	

TO: BOARD OF SELECTMEN
FROM: Dean Lessard, Director of Public Works
RECOMMENDATION: That the Town of York continue to work with Innovative Green Solutions (IGS), CLD Engineers and Parsons Brinckerhoff Engineers to finalize a design and construct a thermoplastic bridge structure to replace the existing concrete box culvert on Birch Hill Rd.
PROPOSED MOTION: I move to request a bid from IGS and their Town approved contractor to construct a thermoplastic bridge structure to replace the existing concrete box culvert adjacent to Shorey's Pond/Brook on Birch Hill Rd.

Discussion:

Since the Mother's day storm in 2006 the Department of Public Works has observed and documented the water from Shorey's brook/pond over topping Birch Hill Rd causing damage to the road and shoulder. With the financial help of FEMA Town crews have repaired the damage numerous times. On May 17, 2008 the voters of York approved \$220,000 to replace the existing functionally deficient concrete box culvert. This project involves removing the existing undersized road culvert. Removing the existing pavement surface for approximately 500' and adding new base gravel raising the elevation of the road 2 feet at the proposed new drainage structure. The new base gravel will be graded then base and surface paved. The combination of the larger structure size, increase capacity and additional road base elevation will prevent Shorey's brook/pond from overtopping Birch Hill Road. This project will extend the life of the road and pavement surface, reduce shoulder gravel erosion into the York River

and eliminate road closures during weather events. It will reduce the cost to the town to maintain the road and will make the road safer for motorists during all driving conditions. Attached you will find a letter from CLD Consulting Engineers which describes the two options for replacing the culvert. The first is a precast concrete box culvert and the second is thermoplastic composite bridge. We would like to explore the thermoplastic composite bridge option.

FISCAL IMPACT: \$220,000
DEPARTMENT LINE ITEM ACCOUNT: 100.0303.9616
BALANCE IN LINE ITEM IF APPROVED:

Prepared By: _____

Reviewed By: Robert M. Gandon



January 26, 2011

Board of Selectmen
Town of York
186 York Street
York, Maine 03909

Re: Town of York
Birch Hill Road over Shorrey Brook
CLD Reference No. 09-0370

Dear Board of Selectmen:

This letter is intended to summarize the investigation of replacement options for the existing culvert at Birch Hill Road over Shorrey Brook (a.k.a. Rogers Brook). As you may be aware, this culvert experienced flooding during the large storm events of the past several years, and the Town has acquired FEMA funding to replace the structure. The existing culvert measures only 3 feet wide and 3.5 feet tall, and has proven to be inadequate in conveying flood level flows that occur at the site.

CLD has prepared a preliminary design for a replacement structure that uses a precast concrete box culvert. The Town has been concurrently investigating the use of thermoplastic composite materials in the construction of a new bridge. A summary of these replacement options follows, which we anticipate will provide sufficient information to the Board, enabling you to provide direction on how the Town would like to proceed with this project.

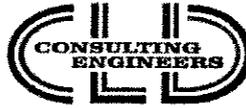
Precast Concrete Box Culvert Replacement Option

This option includes a 12-foot span by 7.5-foot rise box culvert, with the invert buried two feet below streambed. The buried invert is required by MaineDEP to allow for a natural streambed, per stream crossing guidelines, to accommodate aquatic organism passage. The roadway work would involve approximately 550 feet of reconstruction, including an increase in grade of two-feet at the stream crossing location. Hydraulic analyses were performed to arrive at an opening that will pass the 50- and 100-year flood events without overtopping the roadway. Geotechnical evaluations concluded that the box culvert replacement option is feasible, and estimated potential settlement of the soils below the culvert to be in the range of $\frac{3}{4}$ " to 1".

Thermoplastic Composite Bridge Replacement Option

This option was designed by Parsons Brinckerhoff Engineering on behalf of Innovative Green Solutions (IGS), who produce the bridge members. IGS represents Axion International in selling the thermoplastic 100% post consumer and post industrial product that has been developed by Rutgers University. This structure would include a pile supported bridge, with structural beams and deck boards, all produced from thermoplastic composite materials. The bridge span and rise will match that of the proposed box culvert. Settlement of the structure is not expected, as it would be supported on piles.

NEW HAMPSHIRE VERMONT MAINE



Board of Selectmen
 CLD Reference No. 09-0370
 January 26, 2011
 Page - 2

The following information was provided by IGS regarding their product:

Thermoplastic Composite is a material made from virtually 100% recycled plastics. The innovative blend of plastics provides excellent strength and vastly improves the creep resistance over traditional plastics, offering superior durability over traditional materials. The recycled plastic formulation is impervious to moisture and insects, it offers excellent UV resistance, and it will not corrode or rot. These properties made the Thermoplastic Composite material ideal for structural applications in harsh environments.

Comparison of Options

	Precast Concrete Box	Thermoplastic Bridge
Maintenance	Power-wash and waterproof concrete every 5 years	None expected
Lifespan	75 years	Expected 75 to 100 years
Construction Cost (Structure)	\$150,000	\$67,000 – materials \$25,000 – engineering TBD – installation/construction
Construction Cost (Roadway)	\$75,000	\$75,000
Benefits	<ol style="list-style-type: none"> 1. Lower project cost 2. Tried and true product 3. Shorter duration of construction 4. Repaired with readily available products 	<ol style="list-style-type: none"> 1. No settlement of the bridge expected 2. True natural streambed 3. Promised longer lifespan 4. Environmentally sensitive product
Drawbacks	<ol style="list-style-type: none"> 1. Not preferred streambed treatment (but accepted) 2. Minor settlement expected 3. Corrosive environment for concrete – requires more maintenance 	<ol style="list-style-type: none"> 1. Higher cost 2. Pile driving noise 3. No long-term installations available for comparison of performance 4. New technology

Very truly yours,

JoAnn L. Fryer, P.E.
 Branch Manager and Senior Associate

JLF:kjb



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: January 27, 2011	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: January 31, 2011	
Regular <input checked="" type="checkbox"/> Work Session <input type="checkbox"/>	
Subject: York Village	

TO: Board of Selectmen
FROM: Robert G. Yandow, Town Manager
RECOMMENDATION: Determine Process to Identify, Address and Resolve Needs in York Village
PROPOSED MOTION:

Discussion: The Selectmen have assigned me the goal to **Start a dialogue within the Village about traffic, parking, zoning and signage.** On November 23, 2010 I met with the York Village Business Association to have a preliminary discussion with them about their concerns and to get input as to how we should proceed in order to address their issues. We had a productive meeting and during the discussion they provided me with a listing of relevant topics that they had identified. I informed the YVBA that I thought that the establishment of a committee would be the best approach to addressing the issues. I also indicated that in January or February I would bring the matter to the Board of Selectmen for discussion.

I would recommend that the Board of Selectmen agree to appoint a committee, or sub-committee, to identify and prioritize the important issues in York Village. Using the York Beach Sub-Committee model, the committee would fully explore the issues and then make recommendations to the Board of Selectmen. Should the Selectmen agree to the establishment of a committee, I would recommend that language in the Comprehensive Plan (attached) be used as a guide while, at the same time, allowing for work to be done on other identified issues as well.

As a starting point, I would recommend that membership on the committee be comprised of Representatives from the York Village Business Association (2), York Hospital (1), Museums of Old York (1), Selectmen (1), Planning Board (1) and town residents (2-3). We would also have town staff assigned to the committee. This suggestion is made as a starting point and a means to get the process started.

FISCAL IMPACT:
DEPARTMENT LINE ITEM ACCOUNT:
BALANCE IN LINE ITEM IF APPROVED:

Prepared By:

Robert H. Gandon

Reviewed By: _____

YORK VILLAGE CENTER AREA LAND USE AREA #8 ON FUTURE LAND USE MAP

DESCRIPTION OF PAST AND EXISTING LAND USE

The center of York Village has long functioned as the heart of the community. It has been and remains a center of the town's cultural, spiritual, economic and public life. It is also one of the most recognized and cherished features of York and helps define the town's historic character. Two comments voiced by participants at the Comprehensive Plan Town-Wide Meetings capture this sentiment well. The first, "York is the quintessential New England Village." The second, "I get the same feeling today as I did 65 years ago in driving through the center of the village."

The First Parish Church and the small "green" it shares with the York Town Hall is considered the center of Town. The present Church dates to the 1700's and no one can remember when Town Hall was in any other location. The "green" is used even today as a meeting place for community events such as HarvestFest. The Church cemetery also harbors the remains if not the souls of many of the early settlers of York and their descendants.

The Center's ties to the past are forged by the grouping of historic structures managed by the Old York Historical Society. The structures include the Old Gaol, the oldest public building in America. Many cite the presence of these buildings are helping to bring history alive in York.

The Center's rank as an important area of commerce is perhaps best illustrated by noting that all banks located in York are within an easy walk of one another and the Town Hall. A blend of professional offices, retail stores, restaurants and service businesses also can be found in this compact area. York Hospital and its associated physicians have been a growing presence in the village center.

In reflecting on the above statements, a reader may assume the Village Center has been a stagnant area. This clearly has not been the case. The uses and buildings in the Village Center have constantly been adapted to meet the needs of the surrounding community. In the past 5 years alone, the former Methodist Church was converted to a craft shop, the former Powder House changed from an Attorney's office to an art gallery, a physician's office became a restaurant, and many other similar conversions of existing structures have occurred. Fortunately, in this era of change, the existing character has not been seriously harmed.

The Village Center area will likely continue to experience new and varied development pressures. York Hospital has committed to its current campus and must expand to remain competitive with other area hospitals. The York Public Library has closed on the purchase of the Emerson - Veile property and hopes to begin construction of a new 15,000+ sf library in early 1999. Town Hall is outgrowing its current quarters and needs additional room. And, it is recommended in a recent Town study that the York Village Fire Department be relocated. Even the First Parish Church, which has experienced tremendous growth in its congregation, is looking to expand. These public and community needs and those of the surrounding private businesses and residences will help shape the future of the Village Center.

DESCRIPTION OF EXISTING ZONING

The area identified as the York Village Center is regulated by three often contrasting zoning districts. The GEN-3 zone applies to most of the area along York Street and Woodbridge Road. Moulton Lane, Axholme Road and section of Woodbridge Road near the York Water District offices are in the BUS-1 zone. While the area near the Town Hall and York Hospital is in the RES-1B zone.

The GEN-3 zone, a General Purpose zoning district, allows most uses; from single family residences to large scale retail, offices and service businesses, hotels, restaurants and industry. The minimum lot size is 30,000 sf if both public water and sewer are available and 1 acre if these services are lacking. A nonresidential use in this area must also satisfy performance standards identified in Article 6 of the Zoning Ordinance – how to address traffic, parking, lighting, stormwater and similar project impacts. Maximum lot coverage is restricted to 25% as measured using impervious surface ratio (ISR).

The BUS-1 zone, a limited business district, was initially established in the 1920's to regulate uses in this section of the former York Harbor Village Corporation. The minimum lot size is the same as in the GEN-3 zone, but a lesser range of uses is permitted. Single family, duplex and multi-family housing is permitted, as are retail stores, service businesses, professional offices and restaurants. Maximum lot coverage in this zone is 30% (ISR). There have been few significant changes to this zoning district since the York Harbor Village Corporation merged with Town of York in the mid-1970's.

The third zoning district that applies is the RES-1B zone. This is a protected residential zone that allows only residential housing, hospitals and public golf courses. The minimum lot size is 30,000 sf if both public water and public sewer is available, and 1 acre if there are no such services. The RES-1B zone allows 25% ISR as its maximum lot coverage, and the Article 6 performance standards apply to any nonresidential development.

A limited amount of land in this area is subject to requirements of the Shoreland Overlay Zone. Most wetlands are less than 4 acres in size and do not require setbacks for structures or no-cutting buffers for upland vegetation. All existing Shoreland areas, however, are identified as part of the Limited Residential Subdistrict, which creates a direct conflict with the wider range of uses allowed in the GEN-3 and BUS-1 underlying zones.

ISSUES TO ADDRESS IN LOOKING TO THE FUTURE

Many York residents spoke highly of the York Village Center area during the town-wide and neighborhood meetings. They like its historic character, the small green at the First Parish Church and Town Hall, and the area's number of shops, offices and public buildings. The main sentiment was to nurture and enhance the area's existing character, recognizing York Village Center is special and different from any other area in York. Specific issues which warrant attention include the following:

1. How best to preserve the area's historic character and ensure new and renovated construction is consistent with this character. Building appearance was a major concern.
2. How to decrease or better manage the amount of traffic on York Street.
3. The desire for additional police presence in the Village Center was cited, particularly to assist in traffic management.
4. How to better address pedestrian circulation and safety - making the Center a more "people friendly" area.
5. How to provide adequate public parking to support the area's restaurants, retail shops and offices.
6. Current Town Zoning, particularly the GEN-3 zoning district, is both too permissive, such as the wide range of type of uses permitted, and too restrictive, particularly the maximum amount of lot coverage and required minimum structure setbacks. Current standards often thwart the construction or renovation of buildings which residents feel belong in the Village.
7. The need to better define the purpose of the Village Center area was cited. Is it mostly a center to meet resident needs, or should it cater to tourists? Concern was expressed that the Village Center appears to lack focus.
8. Many voiced the need for a coordinated planning approach to ensure desired development occurs and that needed services are available to support this development.

PLAN RECOMMENDATIONS

The York Village Center is viewed as a key area to forge the tie between York's past and future. It helps create a sense of place for both York natives and new residents. In short, the Village Center helps define York. While there is little land to support large amounts of new development, there are opportunities for redevelopment of existing buildings and selective development of the few remaining parcels. The overriding goal is to ensure all new development or renovation of existing buildings contribute to rather than detract from the Center's character.

Specific recommendations that warrant implementation include the following:

1. The Town should establish a Steering Committee of area property owners, business owners, residents and public officials to prepare a specific master plan for the Village Center area. This Plan will address issues raised at the May 6 Neighborhood Meeting including traffic, streetscape improvements (street lighting, public benches, trash receptacles), pedestrian improvements, public parking, building design and zoning ordinance revisions. An additional issue that should be explored is the feasibility of replacing existing overhead utilities with underground utilities. The goal is to gently direct future development so existing positive features of the Village remain or are enhanced and negative characteristics are improved. Implementation of this project will require Town funding. The Committee should also address the matter of new or rebuilt/renovated non-residential building size and scale, and ways to keep the existing mix of residential and non-residential uses in the Village Center.

Specific response to issue 8, but also addresses issues 1-7
IMMEDIATE PRIORITY - PLANNING BOARD TAKES LEAD ROLE

2. The Town should revise current zoning to establish a specific Village Center zoning district. Use, dimensional, density and performance standards should all be evaluated. Policies and standards should be consistent with the history of the village and appropriate to the scale of this classic New England village. Good design and pedestrian scale and orientation should be emphasized.

The zoning district should encourage small scale street oriented offices, retail stores, service businesses, restaurants and public uses. Manufacturing uses, large scale businesses and offices, and uses which rely upon open areas for sales (auto sales and rentals, lumberyards, etc.) should be prohibited. This zone should also allow ongoing expansion of York Hospital, the Town's largest employer and a prime factor many residents cited in why they choose to move here. The intent of establishing a specific zoning district is to benefit the long-term health of the Village Center and aid in it serving as York's downtown area.

Specifically addresses Issues 1 and 6. Also addresses most other issues cited.
IMMEDIATE PRIORITY - PLANNING BOARD TAKES LEAD ROLE

3. The Town should consider ways to preserve historic structures in the Village. The current historic district is very small and includes only the buildings owned by Old York Historical Society, the First Parish Church, Town Hall, the Library and a private residence. The Town should be guided by Goal 9.1.1.

Addresses Issues 1 and 6

MID-TERM PRIORITY - HISTORIC DISTRICT COMMISSION TAKES LEAD ROLE

4. The Town should commit public funds to construct pedestrian, streetscape, mini-park, drainage and road improvements identified in the Village Center Master Plan. York Village Center is an area of public buildings and commerce and the expenditure of public funds is warranted to help retain and enhance the area's character and functioning. An

expanded sidewalk system will be critical to helping to tie this area together. Contributions from private property owners that construct new buildings or renovate existing buildings should be required to support these infrastructure improvements. It is not, however, recommended that the Town establish this area as a Capital Improvement District as a way to construct all needed infrastructure improvements. These infrastructure improvements should be an outgrowth of the Plan identified in Issue 8.

Addresses Issues 2, 4, 5, 7 and 8

MID-TERM & LONG-TERM PRIORITY - SELECTMEN TAKE LEAD ROLE

5. The Town should expand the scope of the current Village Parking Association to establish it as a mandatory Capital Improvement District, and use funds raised through this District to construct additional public parking. Potential public parking areas should be identified in the Village Center Master Plan (Recommendation #1) and this proposed Improvement district will be a tool to implement appropriate Plan recommendations. An Improvement District is recommended as an appropriate tool to achieve additional public parking, even though Action 4 above, does not suggest this as an appropriate vehicle to accomplish other improvements.

Addresses Issue 5

MID-TERM to LONG-TERM PRIORITY - SELECTMEN TAKE LEAD ROLE

6. The Town should strive to retain the existing public presence in the Village Center area; the Library, Town Hall and a Post Office. The location of a community's main public buildings greatly contributes to defining the center of a community.

Addresses Issues 1 and 7

ON-GOING PRIORITY - SELECTMEN TAKE LEAD ROLE

7. The Town should explore alternative means of access to the Long Sands-Short Sands Beach area to help manage the volume of traffic on York Street. It is also noted that alternative traffic lay-outs in the village center itself are part of the proposed Village Center Master Plan.

Addresses Issue 2

LONG-TERM PRIORITY - SELECTMEN TAKE LEAD ROLE

8. The Town should install good quality signage to help direct people to the Long Sands-Short Sands Beach area.

Addresses Issue 2

IMMEDIATE PRIORITY - SELECTMEN TAKE LEAD ROLE

9. Shoreland areas in the Village Center area should be included in the proposed Limited Commercial Subdistrict rather than the current Limited Residential Subdistrict. This approach will eliminate the existing conflict between the Shoreland Overlay zone and the underlying zoning district. The Town, however, should examine the desirability of keeping areas within 250 feet of the York River in the Limited Residential Subdistrict.

Addresses Issue 6

IMMEDIATE PRIORITY - PLANNING BOARD TAKES LEAD ROLE

10. York Hospital and the existing Middle School are critical community facilities. The Town should recognize conflicts will likely occur between these uses and surrounding residences and should ensure future expansions meet good quality performance standards to decrease the amount of conflict. In addition, the Town should encourage ongoing interaction/dialogue among the respective parties to address the issues.

Addresses Issue 2

ONGOING PRIORITY - SELECTMEN & PLANNING BOARD TAKE LEAD ROLE



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: January 27, 2011	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: January 31, 2011	
Regular <input checked="" type="checkbox"/> Work Session	
Subject: Collective Bargaining Agreements	

TO: Board of Selectmen
FROM: Robert G. Yandow, Town Manager
RECOMMENDATION: Approve Agreements
PROPOSED MOTION: I move to approve the negotiated collective bargaining agreements with Teamsters Local Union #340 representing the York Public Works Department and the York Firefighters Association Local 3622 AFL-CIO-CLC.

Discussion:

FISCAL IMPACT:
DEPARTMENT LINE ITEM ACCOUNT:
BALANCE IN LINE ITEM IF APPROVED:

Prepared By:

Robert G. Yandow

Reviewed By: _____



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: January 26, 2011	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: January 31, 2011	
Regular <input checked="" type="checkbox"/> Work Session	
Subject: Board and Committee Resignation: Historic District Commission	

TO: BOARD OF SELECTMEN
FROM: Kathryn Danylik
RECOMMENDATION:
PROPOSED MOTION: I move to accept the resignation of Gary Glynn from the Historic District Commission.

Discussion: Please see attached resignation letter

FISCAL IMPACT:
DEPARTMENT LINE ITEM ACCOUNT:
BALANCE IN LINE ITEM IF APPROVED:

Prepared By: Robert M. Gannon

Reviewed By: _____

Subj: **Historic District Commission (Resignation)**
Date: 1/10/2011 5:31:06 P.M. Eastern Standard Time
From: Glynn03909@aol.com
To: thecaswellfarm@myfairpoint.net
CC: mbschoff@maine.rr.com, scott@fiorentinogroup.com

Robert Cutts

This is to follow up on an email that I received from you last week ... Here is a copy of my email that was sent to the Board of Selectman regarding my resignation from the Historic District Commission ... It was sent on September 12, 2010 ... If you should need any additional information please do not hesitate to contact me ...

Gary Glynn

**CC: Richard Schoff
Scott Fiorentino**

**From: Glynn03909@aol.com
To: selectmen@yorkmaine.org
Sent: 9/12/2010 12:17:55 P.M. Eastern Daylight Time
Subj: Historic District Commission (Resignation)**

September 12, 2010

**Board of Selectmen
186 York Street
York, Maine 03909**

Dear Board of Selectmen

Please accept this notification as my resignation from the York Historic District Commission ... I will be unable to fulfill my term due to personal and professional commitments ... I have enjoyed the time I have spent with the HDC and wish them continued success ...

Robert Cutts, Chairman of the Historic District Commission was previously notified by email on July 17, 2010 ...

Sincerely,


**Gary Glynn
Post Office Box 736
York Harbor, Maine 03911**