

MINUTES OF THE TRANSIT CENTERED DEVELOPMENT STEERING COMMITTEEJanuary 14, 2010

The Transit Centered Development Steering Committee held a special administrative meeting on Thursday, January 14, 2010, in Room 213, Town Hall.

MEMBERS PRESENT: Chairman Denise Nelson, Robert J. Galello, Michael Vickerelli, Stephanie Philips, Thomas Yemm, Mary Dean, Michael Bingham, Paul (Corky) Covino, Daniel J. Pato, and Mary Young.

ALSO PRESENT: Dave Killeen (Town Planner), Councilman Matthew Catalano, George Mulligan, Karen Forrest (Secretary).

ABSENT: Judy Hampel.

CALL TO ORDER: Chairman Denise Nelson called the special administrative meeting to order at 7:06 p.m.

APPROVAL OF MINUTES OF OCTOBER 22, 2009 MEETING: A motion was made to approve the October 22, minutes by Michael Bingham seconded by Paul (Corky) Covino. All in favor; the motion passed unanimously.

It was noted that the September 24, 2009, minutes will need to be approved at a future meeting since this was a special meeting and the item was not included on the agenda.

CONSULTANT REPORT: Steven Cecil, AIA ASLA, The Cecil Group, consultant for the Transit Centered Development project presented a power point presentation and lead the Committee through a discussion of the following:

- Review of goals;
- Process of the job;

Task #1 – Project Initiation – January, 2010;

Task #2 – Data Collection & Evaluation – January, 2010 – March 15, 2010;

Task #3 – Preliminary Assessment – January 15, 2010 – March 15, 2010;

Task #4 – Visualizing & Planning TCD – March 15, 2010 – April 15, 2010;

Task #5 – Draft Report – April 15, 2010 – May 15, 2010;

Final Report – May 15, 2010 – June 15, 2010;

Public Workshops – February 11, 2010 and March 11, 2010;

Public Charrette – April 8, 2010;

- Recommendations and observations regarding stakeholders;
- Report from The Cecil Group regarding initial meetings and research;
- Agenda for the public meeting scheduled for February 11, 2010;
Breakdown in working group;
Map out ideas and guidelines;
Goals for neighborhood community;

The Consultant's Report was the major topic of discussion at this meeting. There was a lot of discussion on the following topics:

Members were concerned about signage; more parking available (strictly for railroad users); whether the study would evaluate the location of a new train station; the need to coordinate traffic in the area; about changes in population characteristics; and the comparison of mix-use vs. transit centered development.

The committee members also agreed to distribute flyers and press releases to circulate information through their groups and networks regarding the process and/or status of the Transit Centered Development findings/study.

The Committee also formally endorsed the schedule.

TRAIN STATION UPDATE: Nothing to report at this time.

NEXT MEETING DATE:

Public Workshop #1 – Scheduled for Thursday, February 11, 2010;

Steering Committee Meeting #1 – Scheduled for Thursday, February 18, 2010;

ADJOURMENT: There being no further business, motion was made by Mary Dean and seconded by Robert J. Galello to adjourn the meeting. All in favor; the motion passed unanimously. Meeting adjourned at 8:50 p.m.

Respectfully submitted, Karen Forrest