

**RYE TOWN CENTER COMMITTEE
MEETING
WEDNESDAY, JANUARY 15, 2020
5:30 P.M. TOWN HALL**

Members Present: Chair Karen Stewart, Mae Bradshaw, John Loftus, Secretary Kaitlyn Coffey, Victor Azzi, and Selectmen's Rep; Phil Winslow.

I. Call to Order and Pledge of Allegiance

Chair Stewart called the meeting to order and led the pledge of allegiance at 5:31 p.m.

II. Approval of Minutes – To be reviewed next meeting

Chair Stewart had pictures of lighting that was presented by CMA. The Committee reviewed the options and weighed in on their preferences.

Member Azzi suggested that it was too early in the process to make the decision. He noted that at this stage of developing concepts, most projects estimate a range of costs and carry an allowance for that cost. Once the job gets to construction documents or award of the project, that allowance is used to pay for the product that the owner wants.

Chair Stewart stated that her understanding is that the questions asked and the samples provided are from Ironwood. They are the company doing the schematic design to be presented at the deliberative session. They want the Committee to make a choice, just to give them some general direction as to what the Committee wants the presentation to look like.

The Committee agreed that option B was a great place holder for the schematic.

Chair Stewart reminded the members the first draft of the schematic will be available for review at their meeting on the 22nd.

III. PR Strategy

Member Coffey presented a sample of a brochure that she put together to be handed out at the transfer station. She stated that she just needed to update the dollar figures as they were adjusted on Monday.

The Committee decided to wait until they have the warrant article number before getting the printing done.

There should be some available at the Library and at Town Hall. It was decided to also have them handed out at the deliberative session.

Chair Stewart reminded the members that at the beginning of this process they had discussed holding presentations at different locations around town to get word out to the residents about the

project. She suggested that the Committee have a pre-deliberative and post-deliberative open house to present the schematic design to the public.

After further discussion, it was decided to wait on the open house presentations until after the deliberative session.

Member Bradshaw suggested that the Historic District may have some mailing money. She pointed out that the absentee ballots will be going out very soon and the Committee will not have way of speaking to those people that traditionally vote. She recommended that they do a mailer of the brochure to these residents. The mailer will be around 300 pieces.

The Committee will be making a presentation at the deliberative session.

There was also talk about having signs made up to be held at the transfer station. It was agreed that this should happen after the deliberative session.

Member Parrot has done an article for the February issue of Rye Reflections.

There was an idea to have the sign holders at the Junior High on a key day, while the parents are dropping off or picking up the kids. Chair Stewart stated that she would talk to the principal of the Junior High to get permission.

There was also talk about getting the word out through the Civic League.

Member Loftus had mentioned at previous meetings that he has a robust email list, Chair Stewart stated that where there is no budget for the PR, all these avenues should be used as a way to get the word out.

ADJOURNMENT

Motion by Mae Bradshaw to adjourn at 6:15 p.m. Seconded by Phil Winslow. All in Favor.

Respectfully Submitted.
Dyana F. Ledger