

## Action Minutes

### Downtown Plan Implementation Committee

March 2, 2017

Town Hall Room 201 9:00 AM

Note: These are “action minutes” of the meeting as previously agreed to by the DPIC. The entire meeting was recorded and can be viewed on the Town’s website.

**DPIC Attendance:** Melissa Kane (Co-chairperson), Dewey Loselle(Co-chairperson), Jessica Newshel, Steve Smith, Lois Schine, Steve Edwards, Steve Desloge, Pippa Bell Ader, Alicia Mozian, Tony Riggio, Ken Bernhard, Gary Conrad.

**DPIC Unavailable:** Mary Young, Jen Fava, Peter Ratkiewich, Randy Herbetson, Matthew Mandell, Foti Koskinas, Craig Schiavone.

February minutes approved.

**P5.** Elm Street Revitalization. Jim Marpe reported that the Board of Finance voted to recommend to proceed with the land swap. David Adam Realty recently closed on the Villa del Sol/DWR building. Next step is some text amendments to be filed by David Adam Realty. On the public works side, Elm Street sidewalk plan is almost complete but will be finished once David Adam Realty’s plans are finalized - estimated summer 2018.

**PK2.** Avery/Baldwin Lot. Attorney for the trustees of the Avery/Baldwin lot completed his review and sent it back to trustees for review.

**P9.** Library Project. Coordinate and integrate with the library transformation project. Melissa and Dewey set a time to meet with Bill Harmer about library transformation timeline so that we can figure out how any library-related projects can fit in.

**P4.** Toquet Hall. New flooring is expected to be delivered today. Kevin to coordinate installation when there is a window between events. Sign is also being ordered and hopefully its installation can be done at the same time as flooring. Trying to set up a meeting with Aitoro to discuss appliances for snack bar. Applied for a grant from the Women’s Club to obtain funds for the snack bar.

**M8.** Bus shelters. The bridge site is not viable as per Westport PD. Paper Source building is the remaining option.

**M1/M2.** Waiting on WestCOG to complete the scope for the corridor study. Should be ready any day.

**M5/M6.** Wayfinding. Worked with the consultant on their contract and the town lawyers are reviewing. Hoping it will come before Board of Selectman soon.

**G2.** Downtown Maintenance. Randy is gathering alternative cost data. Downtown Merchants are looking at one central compactor instead of the two existing trash collection bins.

Upcoming priorities discussion. Parker Harding should be a priority - fix lot, garbage bins, delivery trucks. Public safety, health, aesthetics are all of concern. Coordination is necessary between Public Works, DMA, and City Carting to make the Starbucks corner safer. Perhaps have some Police presence in the morning as a first step. Consider a contest to come up with the best plan for configuration of Parker Harding. Melissa to assemble a working group to discuss Parker Harding issues.

The next meeting will be held on Thursday, April 6, 2017 at 9 am.

Meeting adjourned at 9:55 am.

Recorded by Jessica Newshel  
Downtown Planning Implementation Committee