

Action Minutes

Downtown Plan Implementation Committee

May 4, 2017

Town Hall Room 309 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), Jen Fava, Randy Herbertson, Steve Smith, Tony Riggio, Jessica Newshel, Lois Schine, Steve Edwards, Steve Desloge, Pippa Bell Ader, Alicia Mozian, Ken Bernhard, Matthew Mandell, Sam Arciola for Foti Koskinas.

DPIC Unavailable: Peter Ratkiewich, Craig Schiavone, Gary Conrad, Mary Young

March and April minutes were approved.

P5. Elm Street Revitalization. Avi Kaner provided an update. Currently negotiating about reserved parking spaces at 44 Main Street.

PK2. Avery/Baldwin Lot. Proposal includes DPW re-grading lots, removing chain link fence, installing new lighting, new site specific trees to be planted, creating sidewalks between combined lots to improve access, and putting in an emergency call box. Avi Kaner gave an update on the status of the negotiations with the Avery trustee/owners and good progress is being made. Negotiations and counter-proposals are continuing. The town hopes to have an agreed upon proposal that can be brought forward publicly in the near future.

M12. An RFP will be created for the design of Library Lane.

M8. Melissa reached out to Rob Haroun, who owns the building with Paper Source and Old Town Hall. Mr. Haroun offered that the Old Town Hall building has some historic protections that would have to be checked. DPIC will invite him to attend the next meeting.

M1/M2. DPW working with WestCOG - meeting with State in the next few weeks to finalize scope.

M5/M6. Wayfinding. Will come in front of Board of Selectmen on their May 25th meeting for funding approval.

M9/M10. Bike racks are ready to be placed, but still need permission from landlords. DPIC will get these locations confirmed and approved this week if possible. Bike plan meeting will be scheduled for this month.

G2. Downtown Maintenance/Parker Harding. New proposal to consolidate garbage collection into one location in Parker Harding with a compactor with a keypad. Could net additional parking spots and would alleviate traffic near Starbucks' corner. Also proposed to move relocate current loading zone (behind Freshii) and extend brick sidewalk to create a sitting zone. Proposal will be brought before P&Z, etc. for their blessing. Discussion about enforcement of loading zone hours to improve safety and access to Parker Harding.

Larger Downtown maintenance plan in the works. Plan would reduce number of dumpsters and number of garbage truck trips. Snow removal plan proposed to have one company to handle sidewalk clearing and lot clearing. Sidewalk clean up handled by one company. Working on a reasonable cost estimate that can be brought to landlords for consensus and then brought to the Town for approval. Goal is to transfer over maintenance duties to the new comprehensive system by the new budget year (July 1).

P4. Toquet Hall. The new floor has been installed. Kevin received a grant from the Women's Club for \$1,000. Need to find an appliance partner to renovate the kitchen. The sign has some structural issues so it has not been placed yet. Toquet/Steve Smith will come up with a sketch as well to design the kitchen and storage closet.

Alicia Mozian mentioned that she would like to bring someone in to discuss the floodplain issues. A joint meeting will be arranged with the Saugatuck committee to discuss all the relevant floodplain issues.

Meeting adjourned at 10:20 am. Next meeting is June 1 at 9:00 in Room 201.

Recorded by Jessica Newshel
Downtown Planning Implementation Committee