

Draft Minutes

Downtown Plan Implementation Committee

November 1, 2018

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: Dewey Loselle (Chairperson), Randy Herbetson, Lois Schine, Jennifer Fava, Mary Young, Alicia Mozian, Peter Ratkiewich, Melissa Kane, Gary Conrad, Ken Bernhard, Craig Schiavone, Matt Mandell, Steve Desloge, Tony Riggio

DPIC Unavailable: Steve Smith, Jessica Newshel, David Lapping, Pippa Bell Ader, Foti Koskinas

September meeting minutes were approved.

Pete shared that DPW has received half of the funding needed to bury the utilities (three unattractive poles from Avery to Gorham Island). Next step is RTM for the remainder of the funding.

1. Project Updates/Status

- a. G2 - Working group progress on the creation of a Westport Downtown Special Services District (WDSSD). The group has met twice and has put together a map of the proposed district. Working on a draft ordinance to create this district. Once it has been finalized, it will be brought to the DPIC for review. Will have to be approved by the RTM and 51% of the owners.
- b. P10 - Parker Harding Short Term Improvements (Compactor etc.). The compactor was wired yesterday. City Carting will program it very soon and then it will be in operation (second week of November). Tenants are being instructed on how to use it. Old locations will be paved over as soon as compactor is running. Not expecting any parking impacts.
- c. P5 - Restore and Revitalize Elm Street. DPW signed off on Elm Street. Approaching the switch over very quickly. David Waldman is hoping to start work on Nov 15th. Lighting conduits on south side of Elm are in. Sidewalk won't be completed until the Spring. Repaving of the street will be the last element.

- d. New motion to recommend to the traffic authority the “naming” of the new Elm Street lot after Sigrid Schultz. Recommendation was forwarded to the Selectman’s office. It needs approval from both the Board of Selectmen and then the RTM.
- e. PK2 – Avery Baldwin lot co-management. We now have all parties in agreement with the lease document. Waiting for the trustees to sign. Pete said that they would like to send out an RFP for the design of the lot as soon as the lease is signed.
- f. M1/M2 - Improve Pedestrian Safety @ Post Road crossings and vehicular safety through Signal Modifications. There was a public meeting two weeks ago. The State has sent DPW primary plans for the Main Street and Post Road intersection. This intersection will likely be replaced next year. The State will also paint fixtures on traffic poles black to match those on Main Street. The corridor study will likely be completed next year. Progress will be visible to the public through the open meetings. Parker Harding/Post and Patagonia crossing is another project and the State will likely complete it in 2020.
- g. Downtown Parking issues - Need to get working group up and running. Pete suggested that DPIC sit down with the Board of Finance to discuss priorities. Alicia mentioned that we keep flooding issues in mind as we design any new parking lots. Randy added that we should look at solar and EV chargers as well.
- h. Other business:
 - a. Melissa shared that the Wayfinding contract is at the Town Attorney’s. Will be likely going before the Board of Selectmen soon. DPIC should speak in favor.
 - b. Streetscape committee is being put together. Rep from ARB, HDC, P&Z, DPIC, and the library.

The next meeting will be held on January 3, 2018 at 9 am.

Meeting adjourned 9:50 am.

Recorded by Jessica Newshel
Downtown Planning Implementation Committee