

Draft Minutes

Downtown Plan Implementation Committee

January 3, 2019

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), Pippa Bell Ader, Melissa Kane, Randy Herbertson, Peter Ratkiewich, Tony Riggio, Mathew Mandell, Foti Koskinas, Gary Conrad, Jen Fava, Foti Koskinas

DPIC Unavailable: Steve Smith, Jessica Newshel, David Lapping, Lois Schine, Mary Young, Alicia Mozian, Ken Bernhard, Craig Schiavone, Steve Desloge

January meeting minutes were approved.

1. Project Updates/Status

- a. M5 & M6 – Improve Wayfinding for Motorists & Pedestrians - Board of Selectmen approved new contract for a plan for wayfinding and signage in Downtown and the gateways to Westport. Melissa will put together a steering committee to guide the process. There will be a kick off meeting, stakeholder meeting, public open house, etc. in February with the consultant.
- b. P10 - Parker Harding Short Term Improvements (Compactor etc.). Not fully operational as of this meeting - but likely to be online next week. Merchants will be trained on their operation. Dumpsters are there temporarily until electrical issues are solved. Hopefully it will be resolved by next DPIC meeting. Fence work and other beautification efforts will be done in the Spring, but it is already a big improvement.
- c. G2 - Working group progress on the creation of a Westport Downtown Special Services District (WDSSD). Drafting an ordinance that has to be passed by the Town and approved by the landlords before moving forward. Dewey is planning on bringing the ordinance before the DPIC in a special meeting.
- d. P5 - Restore and Revitalize Elm Street. DPW signed off on Elm Street. The swap has happened and David Waldman began the project in early January. Utilities need to be reconfigured and that is in the process - conduit is in. Sidewalks will

go in once the foundation is put in on the swapped area. New sidewalks and regrade by the Spring.

- e. PK2 – Avery Baldwin lot co-management. No signed agreement yet. Pete put out an RFP for the design of the lot combination - pending an agreement. The design will be flexible enough that DPW will still fix up the Baldwin lot if the agreement falls through.

- f. P1 - Main Street Streetscape, Downtown Beautification (New Working Group). New working group met and reached out to P&Z and ARB. Identified elements to be addressed: consist look to the benches and garbages etc., decor for the holidays, fencing, etc. Try to create a uniform look as identified in the master plan and Village District Study. In the next meeting, they will try to narrow down the desired look.

The Local Love initiative raised money for a playground downtown. Melissa is talking to the Rotary to ask for money to help build the playground - money was returned after the bus shelter construction fell through. Tony is a Rotary member and will facilitate. Westport PD want to be involved as well.

DMA has budget for new holiday decor and is looking into a sound system for piped music and also announcements.

- g. Other old business:
 - a. Meeting of Westport Main to Train study coming up which ties into corridor study and Post Road intersection safety discussions. WestCOG has been able to help fund this project and there is public meeting on January 7th at Town Hall.
 - b. Westport PD helped with security and safe crossings during the holiday shopping season, but it wasn't in the budget. Foti asked for feedback on how to accomplish this better next year. Melissa is hoping that better wayfinding/signage could help traffic flow a bit. Foti reiterated how important it is to improve safety and flow around Downtown, or people will go elsewhere.

The next meeting will be held on March 7, 2019 at 9 am.

Meeting adjourned 9:50 am.

Recorded by Jessica Newshel
Downtown Planning Implementation Committee

