



WESTPORT<sup>sm</sup>

## DOWNTOWN PLAN IMPLEMENTATION COMMITTEE

**October 2021 Draft Minutes**

Tuesday, October 21 | 8:30 AM

In attendance: Chair: Randy Herbertson; Members: Sam Arciola, Ken Bernhard, Gary Conrad, Jen Fava, Matthew Mandell, Brian McGunagle, Deirdre O'Farrelly, Peter Ratkiewich, Kitt Shapiro, Mary Young, Kim Wilson; Staff: Donna Douglass

The Downtown Plan Implementation Committee held a remote public meeting at 8:30 a.m. on **Thursday, October 21, 2021**, for the following purposes:

- I. Opening Remarks – Chair
  - A. Overall Meeting Goals
  - B. [New website](#) (pw: dpic)

### **No Action Taken**

- II. Approval of Minutes (9/15/2021 Meeting)

**MOTION (made by Mandell): To approve the minutes of the September 15, 2021, meeting.**  
**SECOND: Bernhard**  
**VOTE: Unanimously approved.**

- III. Strategic Priority Review

- A. [CY 2021 Goals](#) - key updates

1. Implementation phases
2. Additions of Imperial Lot, Remarkable Theater: *Possible new outdoor location next year; looking for a permanent indoor location.*

- B. Parking Lots Reinvention

1. Baldwin Lot

a) Implementation status: *Waiting on contractor to finalize electrical plans; has gone through RTM and have funding; will go out to bid once electrical is finalized.*

2. Parker Harding/Jesup

- a) ARPA Funding status: *Ongoing process with all departments. Favorable interest for both projects for ARPA funding; design plans would be part of the first tranche.*
- b) PH new ideation review: *Jessica Talley and Deirdre O'Farrelly presented updated ideation proposal. Make green space along the river, expanded boardwalk, and add pedestrian bridge to create a pedestrian loop. Raise bank to capitalize flood control and pedestrian access.*
- c) Key forward action: *Traffic Study needed to assess impact of roadway changes on both district traffic and impact on reduction of congestion on Post Road.*

3. Imperial Lot

- a) Updated vision review: *Update presented by Nancy Thiel. Add walkways around edge of the parking lot, ADA ramp connecting to pedestrian bridge, place pavilion on the north end of the parking lot, add EV stations and lighting, moved green spaces to edges.*
- b) Key forward action: *Explore adding request for design funds from ARPA funding. Assess impact of all new green space on maintenance requirements - vis a vis a new special services district. Access opportunities to move snow removal to another location to allow for continuous access to parking and park proposals.*

C. Pedestrian Access

1. Streetscape Improvements

- a) Implementation status: *PO is requested for initial phase which includes benches, bike racks and trash receptacles, 8-week lead time.*

2. Wayfinding Status

D. Sustainability

E. Maintenance

1. Special Services District

- a) [Last Ordinance Draft](#)
- b) Cost development

**No Action Taken**

IV. To adjourn the meeting.

**Motion (made by Ratkiewich): To adjourn the meeting.**

**Second: Fava**

**Meeting adjourned 9:33 AM**

Randy Herbertson, Chair

Downtown Plan Implementation Committee

October 21, 2021