



WESTPORT<sup>sm</sup>

## DOWNTOWN PLAN IMPLEMENTATION COMMITTEE

**May 2022 Draft Minutes**

Thursday, May 12 | 8:30 AM

In attendance: Chair: Randy Herbertson; Members: Pippa Bell Ader, Ken Bernhard, Gary Conrad, Max Crowley, Jennifer Fava, Matthew Mandell, Johanna Martell, Alicia Mozian, Deirdre O'Farrelly, Peter Ratkiewich, Anthony Riggio, Gately Ross, Kitt Shapiro, Mary Young; Staff: Donna Douglass

The Downtown Plan Implementation Committee held a remote public meeting at 8:30 a.m. on **Thursday, May 12, 2022**, for the following purposes:

- I. Opening Remarks – Chair –
  - A. Overall Meeting Goals

### **No Action Taken**

- II. Approval of Minutes (4/14/2022 Meeting)

**MOTION (Bernhard): To approve the minutes of the April 14, 2022, meeting.**

**SECOND: Riggio**

**VOTE: Unanimously approved.**

- III. Strategic Priority Review

#### A. Parking Lots Reinvention

1. Downtown Lots Design Master Plan – *Bid awarded to Langan. They have done work downtown in the past, have a good sense of the project, and an established relationship with the properties downtown.*
  - a) June kickoff meeting with core steering team
  - b) Planning for public engagement and project timeline – *Approximately third week of June.*
2. Baldwin Lot - *Completion targeted for end of June. Moving along very quickly. Drainage is in place, working on electrical. Hope to have binder down by the end of June. Lead time on lights is running behind. Working with Fine Arts Festival to have access on both entrances. Obtained a grant from Eversource for approximately \$20,000 to help defray costs of charging stations.*

#### B. Pedestrian Access

1. Streetscape Improvements

- a) Bench installs – *New benches arrived last week and are being scheduled in-house for installation. Will be auctioning off the old street furniture. Bike racks are already installed and will be adding some by the library and possibly a bike repair station.*
- b) Additional cans for high traffic locations – *Current cans are installed, need more. Recycling stickers have been delivered and will be installed showing what to put in recycle and what not to. Looking into software for the trash cans that can track when a can is full and its usage, will help make pick-up routes more efficient.*

2. Main Street Improvements

- a) Status (bump out and re-pavement) – *Bump out has been backfilled and ready for planting. Avery Place utility burial has been sent back out to bid. Waiting on bids to come back to determine when it will be repaved. Looking at the fall to finish Main Street and add cross walks. The Church St./Myrtle Ave cross walks are done and being highly utilized. Been successful with DOT to have the Myrtle Avenue cross walks audible.*

C. Sustainability

1. [Solarization](#)

- a) Initial meetings with consultant – *Working toward a master plan. Plenty of public and private opportunities. Landowners have expressed interest.*

2. Alternative Transportation

- a) [Bird proposal](#) – *Bird is an international group launching in Bridgeport and Fairfield for people to rent bikes and scooters. People can pick up and drop off in different spots. We are exploring possibilities. It will not be a town initiative, potential for DMA. Discussions need to be held with P&Z for possible implications. There are concerns with bikes being dropped off/left around town. Concern with scooters on the sidewalks. There are other programs, but Bird has done some locally in CT.*

(1) [background](#)

D. Maintenance

1. Special Services District

- a) [Last Ordinance Draft](#)
- b) Cost development – RFQ – *Working on getting actual dollar amounts and projected costs to proceed before BOS, BOF and RTM for maintenance costs.*

**Discussion held. No Action Taken**

IV. To adjourn the meeting.

**Motion (Young): To adjourn the meeting.**  
**Second: O'Farrelly**  
**Meeting adjourned 9:13 AM**

Randy Herbertson, Chair  
Downtown Plan Implementation Committee  
May 12, 2022