



WESTPORTsm

DOWNTOWN PLAN IMPLEMENTATION COMMITTEE

July 2022 Draft Minutes

Thursday, July 14 | 8:30 AM

In attendance: Chair: Randy Herbertson; Members: Ken Bernhard, Gary Conrad, Max Crowley, Jennifer Fava, Matthew Mandell, Nick Marsan, 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, July 14, 2022**, for the following purposes:

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

No Action Taken

- II. Approval of Minutes (6/9/2022 Meeting)

MOTION (Young): To approve the minutes of the June 9, 2022, meeting.

SECOND: Bernhard

VOTE: Unanimously approved.

- III. Strategic Priority Review

- A. Parking Lots Reinvention

1. Downtown Lots Design Master Plan

- a) Kickoff meeting review – *Met with Lagnan along with PW, P&Z, P&R, BOS working groups. They plan to have a dedicated partner group for public engagement along the way. They will use the 2014-2015 master plan as a reference point. Looking at connectivity between location and directional wayfinding.*
- b) Next steps – *Lagnan will conduct sever phases of traffic studies. Traffic plan will look at DOT to redesign Parker Harding, Main St intersection for improvements. Meetings with stakeholders will be held along the way. Possible pop-up locations for people to view plans to keep transparent. Will utilize DPIC website as centralized hub where information is. Lagnan on DPIC monthly meeting to show progress. Possible other ways for public input.*

2. Baldwin Lot – mostly complete/status – *Almost complete. Missing LED lighting and power heads due to supply chain issues. Water catch basins built in along the northern edge.*

B. Pedestrian Access

1. Streetscape Improvements

- a) Additional cans for high traffic locations ordered – *Still within budget with additional cans. Should be received and installed by the end of the summer. An app has also been ordered which will show P&R the status of the cans and usage and will be installed when received.*

2. Main Street Improvements

- a) Status – Avery Poles and re-paving – *A contract has been awarded, construction pending due to supply chain being slow on materials for underground vaults. Should be in early August. When complete, Main St and Avery will be paved, possibly late fall.*

3. Police Department Building Revisioning

C. Sustainability

1. [Solarization](#)

- a) Follow up with consultant

2. Alternative Transportation

- a) Bird Proposal – re-review in 2023 – Will keep an eye on Fairfield and Bridgeport to see how their first year is working. Would only be bikes in Westport, not scooters. revision

(1) [background](#)

D. Maintenance

1. Special Services District – *RFQ has been sent out looking for maintenance part of the Special Services District and initial qualifications for year-round, outside maintenance of the whole district. Goal is to gather groups to get better costing. Once actual numbers have been gathered for estimated costs, it can move through the other departments and public vote to get on budget planning for the next fiscal year.*

- a) [Last Ordinance Draft](#)

- b) Cost development – RFQ sent out, other expenses

Discussion held. No Action Taken

IV. To adjourn the meeting.

Motion (Bernhard): To adjourn the meeting.

Second: Riggio

Meeting adjourned 9:13 AM

Randy Herbertson, Chair

Downtown Plan Implementation Committee

July 21, 2022