



WESTPORTsm

DOWNTOWN PLAN IMPLEMENTATION COMMITTEE

Thursday, September 8, 2022, Draft Minutes

In attendance: Chair: Randy Herbertson; Members: Ken Bernhard, Max Crowley, Jennifer Fava, Matthew Mandell, Johanna Martell, Peter Ratkiewich, Kitt Shapiro, Mary Young; Staff: Donna Douglass

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

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

No Action Taken

- II. Approval of Minutes (7/14/2022 Meeting)

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

SECOND: Young

VOTE: Unanimously approved.

- III. Strategic Priority Review

- A. Parking Lots Reinvention

1. Downtown Lots Design Master Plan – Reconnecting the Riverfront

- a) Langan team intros and status – *Langan brings landscape architectures, civil engineers, and traffic engineers working in conjunction with Connect the Dots, a community engagement firm, and Ellana, a cost estimating firm. The project will utilize the DPIC website for public interactions and communication, which will include a public survey that will be live soon and be a place for public comment throughout the process. The project will be known as Reconnecting the Riverfront. The project is building on the 2015 master plan and other more recent DPIC design inspiration. Parker Harding Plaza, Jesup Green, and Imperial Avenue parking lots and green spaces will be addressed. A key goal will be recapturing and reconfiguring parking without losing spaces and enabling the addition of more pedestrian space, particularly on the waterfront. In addition to the website, there will be some key stakeholder group interviews from the community, and Langan will be hosting a Public Vision Charrette Thursday, 9/29, at the Westport Library (Brooks Place Room). The first part of the project is to gather public input before designs are finalized. Parker Harding will be the first lot to move forward. In the predesign phase, the traffic patterns in and around*

downtown will be measured, data gathered in five different intersections. Cameras mounted to utility poles at the end of September and looking at weekends and weekdays from 10 AM to 7 PM. A follow-up study will be done pre-holiday season as well to understand the difference between the open vs. closed Church Street.

2. Baldwin Lot – mostly complete/status – *Almost complete. Waiting on LED lighting and EV power heads due to supply chain issues.*

B. Pedestrian Access

1. Streetscape Improvements
 - a) Additional cans for high-traffic locations ordered – *Still waiting on the shipping of the six additional receptacles. They will be installed when received.*
2. Main Street Improvements – *WDA is working with Gilberties for fall and winter plantings.*
 - a) Status – Avery Poles and re-paving – *Two-thirds of the way through the utilities burial/construction project, lines then get transferred before removal and paving of Main Street and Avery this fall.*

C. Sustainability

1. [Solarization](#)
 - a) Follow up with consultant
2. Alternative Transportation
 - a) Bird Proposal – re-review in 2023
 - (1) [background](#)

D. Maintenance

1. Special Services District – *Operates as an independent, separate entity from the town, and has its own board. Monies do not come out of the town budget. Currently, the area is maintained by a division between Public Works, Parks & Rec, and Downtown Merchants Association.*
 - a) [Last Ordinance Draft](#)
2. Cost development – pricing in development – *Started cost development to get pricing parameters for maintenance and staffing. 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.*

Discussion held. No Action Taken

IV. To adjourn the meeting.

Motion (Bernhard): To adjourn the meeting.

Second: Young

Meeting adjourned 9:25 AM

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