



WESTPORT<sup>sm</sup>

## DOWNTOWN PLAN IMPLEMENTATION COMMITTEE

Thursday, November 10, 2022, Draft Minutes

In attendance: Chair: Randy Herbertson; Members: Sam Arciola, Ken Bernhard, Gary Conrad, Max Crowley, Jennifer Fava, Colin Kelly, Tom Kiely, Matthew Mandel, Johanna Martell, Brian McGunagle, Deirdre O'Farrelly, Jenna Patok, Peter Ratkiewich, Mary Young; Staff: Donna Douglass

The Downtown Plan Implementation Committee held a remote public meeting at 8:30 a.m. on **Thursday, November 10, 2022**, for the following purposes:

- I. Opening Remarks – Chair –
  - A. Overall Meeting Goals
  - B. New member introduction ([Jenna Petok](#))  
**No Action Taken**

- II. Approval of Minutes (10/13/2022 Meeting)

**MOTION (Crowley): To approve the minutes of the October 13, 2022, meeting.**

**SECOND: McGunagle**

**VOTE: Unanimously approved.**

- III. Strategic Priority Review

- A. Parking Lots Reinvention

1. Downtown Lots Design Master Plan – Reconnecting the Riverfront - *Great response to the charette and survey. Still in design concept, will move to costing in 2023. Hoping to have Parker Harding started next year. PH last major project on that side of Post Road*
  - a) [Langan Review](#) – *Rosanne Lubeck from Connect the Dots has been doing various community engagements since late summer. Over 1500 responses to survey, and over 50 residents attended the charette. Take-aways: direct access to riverfront, traffic congestion for vehicles as well as pedestrian and bikers, residents looking for activities for children. Would like to see a balance between parking and greenspace Downtown. Achan Sookying, David Gagnon & Michael Hunton – Langan discussed river front opportunities, boat access, tying lots together (pedestrian bridge not a public project, would be a privately funded opportunity.) Parker Harding – boardwalk along river, seating, look-outs, plantings. A few options are*

*being entertained trying to balance parking and green space. Currently there are 214 parking spaces some not conforming to code, to make all conforming the number of spaces decreases to approximately 180. Jesup Green – keep town green feeling, open for gatherings, plantings, pedestrian access that extends to Main St through Taylor Place. Imperial Ave lot – remains a parking lot, enhancing exterior with overlook areas, kayak launch, rest room, bridge to connect to riverwalk. Imperial lot will increase in parking. Wayfinding signage will be an important part to guide people to the different lots. Special services district will oversee maintenance. All planting will be low maintenance and native.*

2. Other Projects Status

- a) Baldwin Lot
- b) Main/Avery Streets- Paved and waiting on cross walks to be installed in the next few weeks. Waiting on Frontier and Cable to be removed from poles.

B. Pedestrian Access

1. Streetscape Improvements

- a) Additional cans for high-traffic delivered –

C. Sustainability

1. [Solarization](#)

- a) No updates.

2. Alternative Transportation

- a) Bird Proposal – re-review in 2023

(1) [background](#)

D. Maintenance

1. Special Services District

- a) [Last Ordinance Draft](#)

2. Cost development – pricing in development –

**Discussion held. No Action Taken**

IV. To adjourn the meeting.

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

**Second: Young**

**Meeting adjourned 9:41 AM**

Randy Herbertson, Chair  
Downtown Plan Implementation Committee  
November 10, 2022