

Minutes

Downtown Plan Implementation Committee

April 7, 2016

Town Hall Room 201 9:00 AM

Note: These are “action minutes” of the meeting as previously agreed to by the DPIC. The entire meeting was recorded and can be viewed on the Town’s website.

DPIC Attendance: Melissa Kane (Co-chairperson), Dewey Loselle (Co-chairperson), Jessica Newshel, Steve Edwards, Steve Desloge, Craig Schiavone, Jennifer Fava, Alicia Mozian, Steve Palmer, Fotios Koskinas, Gary Conrad, Tony Riggio

DPIC Unavailable: Peter Boyd, Peter Ratkiewich, Lois Schine, Steve Smith, Pippa Bell Ader, Ken Bernhard, Matthew Mandell

New members of committee were introduced. Steve Palmer, who is the new director of P&Z, and the new police chief, Fotios Koskinas.

Last month’s minutes approved.

G2. Downtown Maintenance Study. Dewey summarized the Selectman’s Town Maintenance Committee’s presentation last month. The working group will likely meet in the next few weeks to discuss this report.

PK2. Avery/Baldwin Lot. Dewey said discussions are moving in a positive direction. No new updates.

P5. Elm Street revitalization. Tonight at P&Z meeting, David Waldman will be presenting his pre-application for the land swap on the sides of Elm Street. Everything else is on hold pending this application.

P2. Sidewalk network. Steve Edwards discussed the “necklace” around Veteran’s green. This project is purely a pedestrian enhancement. The goal is to complete concrete around the green after the new traffic lights are installed. There is a standard treatment applied to sidewalks: asphalt for residential, concrete for commercial, brick for retail. If DPIC recommends this project, then Steve can go for funding in May/June and construction for late summer/early Fall, assuming traffic light work is complete. The new sidewalk would reduce the three lanes at the intersection of Myrtle and Main to two lanes. Next meeting, Melissa would like to discuss the Myrtle Ave intersection. Dewey made a motion that the DPIC recommends seeking appropriation to repair and complete the sidewalk network around Veteran’s Green. Alicia seconded the motion. The Beautification Committee, Historical Society, and Parks and Rec have been trying to fix up the fence at Veteran’s Green, but have run into issues over who has jurisdiction. DPIC will try to facilitate by arranging a meeting with all parties - perhaps the streetscape working group. The motion passed.

M8. Bus shelters. Locations on Post Road are being scouted out for installation of up to five shelters in the six month time frame we have for the \$75,000 in available funds. GBTA will have to provide comment on these

locations. DPIC applied for a \$15,000 grant from the Westport Rotary for the necessary matching funds - we should find out in the next two weeks if we will receive the funding. After that, the design work can commence.

P4. Toquet Hall. Kevin Godburn gave an update. An architecture firm has recommended how to upgrade the existing space. Once we have the final design from the firm it will be brought to the landlord for approval. A soundproofing consultant suggested a rubberized flooring to help reduce sound to the downstairs tenants. The working group is also looking into improving signage to help access the center. We should consider the addition of bike racks for the non-driving kids. Group is meeting next Monday to discuss a fundraising and marketing plan to pay for the suggested enhancements.

P8. Arts and cultural heritage trail - "Westport Wandernet". The "Wandernet" will be a network of beacons each of which is a single piece of art. Beacons will serve as interactive wayfinding; a current, cultural, and historic events guide; and device charging. Melissa filed for the intent to apply for the community art project grant. The application is due next Tuesday. The grant is for \$20,000, with a 50% match, 25% of which can be in-kind services. The grant would pay for the prototype for the beacon. Melissa is optimistic that we will at least receive a portion of the grant. The fact that this is part of the master plan will help our case. We should find out by the end of June if we have received the grant.

M1/M2. Post Road crossing and improvements. The working group will meet shortly to start to develop the relationship with DOT.

M5/M6. Improve wayfinding. Melissa and Jen met to discuss and will engage the streetscape working group. RBA sent us a initial proposal to improve wayfinding. One idea is to select a local designer to work on new signage. Look at traditional signage vs. smart parking. Wayfinding plan for whole town would be useful - comprehensive system for Westport.

M9. Bicycle parking. Melissa will be speaking with the owner of a rental bike store who will partner with us to discuss bike parking. Melissa will convene bike working group in next month.

Randy Herbertson from The Visual Brand presented the beta website for the master plan's new website. The design and content are currently being updated.

The next meeting will be held on May 5, 2016 at 9am. Different night for June meeting so it doesn't conflict with P&Z.

Meeting adjourned 10:25 am.

Recorded by Jessica Newshel

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