



Manchester-By-The-Sea Meeting Notes

Board/Committee: Downtown Improvement Project Committee

Date/Time/Location: Tuesday, Jan. 18, 2022; 8:30 a.m.; Virtual

Chairperson Steve Carhart called the meeting to order at 8:40 a.m.

In attendance were members Steve Carhart, Gordon Brewster, Nate Dessrosiers, Marlene Dolan, Carley Cooke, Gar Morse & Linda Crosby. Also in attendance were Erika Brown, Sue Brown and Chris Olney.

Agenda

- Minutes from the 12/21/2021 Meeting were approved

- Organizational issues
 - None

- DPW Update (Chuck Dam or Nate Derosiers)-
 - Currently focused on storm cleanup, water main project, and design for the culvert.
 - In answer to the question, “what is going to be done to mitigate parking through the project?” the plan is that the inbound lane of Elm St will be restricted. The town will reach out and work with property abutters.
 - Railings: there are 7 choices to choose on south-bound side; on northbound side it will be more ornamental; Nate will email renderings of the railing proposals.

- Town Planning Update (Rapid Recovery Planning Report, LCD status, etc.) (Sue Brown)
 - Sue and the team are working on the grants. The first grant being worked on is Placemaking-120K- should be out by Wednesday; Next up will be a winter event series (estimated \$25K). The third focus will be the shared economic development coordinator (~\$100K/y). The hope is to get the position funded for 2 years. Fourth will be the parking plan.

- DIP Engagement with Downtown Business (Outdoor dining, public rest room, employee parking, relationship to Rapid Recovery etc.) (Gar Morse, Linda Crosby, Carley Cook)
 - Carley and Linda supplied the following update on parking: Diane, the Town Clerk is also a parking clerk; Linda is going to ensure that we coordinate the different interest groups during the entire project
 - GAR’S Update on Restrooms: The “Temporary 2.0 plan for summer 2022”) –3 locations; Harbor Point; Union and Beach; Town Hall area

- Planning for DIP Phase 2, conceptual study status (Steve Carhart, Gordon Brewster, Kurt Svetaka)
 - There is a 3-point plan:

- Step 1 will be to get VHB onboard.
 - Step 2 includes securing financial approval for VHB.
 - Step 3 will be the kick-off meeting with VHB
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- New Business-None
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- Date for next meeting-February 15, 2022, 8:30 a.m.
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- Meeting was Adjourned at 9:30 a.m.

Respectfully Submitted,

Steve Carhart

Marlene Dolan