

Manchester-By-The-Sea - Downtown Improvement Project Committee

Day and Date: Wednesday, January 18, 2023

Time: 8:30 am

Location: Virtual

Meeting called to order at 8:31 AM

In attendance were Committee Members Steve Carhart (Chair), Linda Crosby, Jim Brown, Kurt Svetaka, Gordon Brewster, and Gar Morse.

Also in attendance were Nate Desrosiers (Town Engineer), Bernie Romanowski (Greater Cape Ann Chamber of Commerce), Olivia Perez-O'Dess (GCACC), Ben Rossi (Past Member), Terry Cowman (Bike & Pedestrian Committee), Chris Olney (Planning Board), and Betsy Ware (Interim Town Planner).

1. **Minutes:** Committee approved December meeting minutes.
2. **Organizational Issues**
 - a. Steve Carhart noted that the Planning and Select Boards have asked the DIP to assist with the study of the Mass Multi-Family Zoning Requirement Guidelines (Section 3A of MGL c. 40A).
 - b. Jim Brown will represent the DIP on the Coastal Resiliency Study committee.
3. **Town Projects**
 - a. **DPW:** Nate Desrosiers provided an overview of on-going town projects, including small facilities projects at the library, fire department, and town hall; the Coastal Resiliency Initiative; Pine Street speed/traffic calming activities; and the Pine Street field project. He also touched on larger on-going projects including the wastewater treatment plant, and facilities master plan.
 - b. **Town Planner:** Betsy Ware, Interim Town Planner, noted that the Select and Planning Boards approved the appointment of Susan Hanson-Philbrick as an Interim Member of the Planning Board, replacing Gary Gilbert. Betsy also provided details regarding the requirements and status of the MBTA Multi-Family Zoning Requirement Guidelines.
 - c. **Parking Study:** Select Board Chair Becky Jaques will be setting up a meeting with Linda Crosby and Marlene Dolan to discuss the results of the downtown parking study.
 - d. **Phase 2 of Downtown Improvements:** Gordon Brewster to perform a final review of the VHB project graphic presentation/cost estimates before they are presented to the appropriate Boards for review.
4. **New Business:** The Coastal Resiliency Study launch was discussed briefly.
5. The date for the **next meeting** has been set for **Wednesday, February 15, 8:30 AM** – on Zoom
6. The meeting adjourned at 9:35 AM.

Respectfully Submitted,

Steve Carhart, Chair

Jim Brown, Committee Member