

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

Day and Date: Wednesday, March 15, 2023

Time: 8:30 am

Location: Virtual

Meeting called to order at 8:35 AM

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

Also in attendance: Nate Desrosiers (DPW), Olivia Perez-O'Dess (GCACC), Chuck Dam (DPW), and Betsy Ware (Interim Town Planner), Michelle Moon and Daniel Koff (Civic Space Collaborative), Joanna Stowell and Elsa Chan (VHB), David McKenna (Resident of downtown area).

1. **Minutes:** Committee approved February meeting minutes.
2. **Organizational Issues**
 - a. Steve Carhart – It was noted that the Town BOS will conduct an “inventory of committees” for redundancy and need.
3. **DPW:** Nate Desrosiers provided an overview of upcoming town projects. Items discussed included the wastewater treatment plant and on-going water supply treatment studies, the Central Street culvert project which is slated for Fall of 2024, and the Pine Street park project.
4. **Town Planning:**
 - a. Betsy Ware, Interim Town Planner, briefly discussed the Skating in the Park initiative; the Mass Downtown Initiative (MDI) and potential related projects including wayfinding, signage, public art, and bathrooms; She noted that she spoke with Dave Hersey regarding the possibility of temporarily using the small green space in front of Richdale’s; and she concluded with an overview of the parking/signage meeting held with the town.
 - b. Michelle Moon and Daniel Koff (Civic Space Collaborative) provided a deeper dive into the MDI projects noted by Betsy, followed by a Q&A and discussion session.
5. **Parking Study:** Marlene Dolan provided a quick update on the status of the Parking Study.
6. **Phase 2 of Downtown Improvements:** Elsa Chan (VHB) presented the final draft of the Phase 2 plans. The committee agreed that with the addition of fog lines and additional street trees, the plan was ready to go to the Select Board for their review and if approved, to be proactively presented to as many local interested parties as practical for further comment.
7. **Coastal Resilience Study:** Jim Brown reported on the first meeting held on Thursday, March 2nd. He shared the slide deck presented at the first MBTS Coastal Vulnerability Action Plan Steering Committee Meeting. Steve Carhart, Nate Desrosiers, and Jim Brown had a follow up Zoom meeting on March 27th with Alex Maxwell (Fuss & O’Neil) and Joe Famely (Woods Hole Group) to further discuss the flood projections and data sources.
8. **New Business:** None
9. The date for the **next meeting** has been set for **Wednesday, April, 8:30 AM** – on Zoom
10. The meeting adjourned at 9:59 AM.

Respectfully Submitted,

Steve Carhart, Chair

Jim Brown, Committee Member