

Downtown Improvement Project

Meeting: Tuesday, Aug 18, 2021

Chairperson Steve Carhart called the meeting to order at 8:34 am via Zoom.

In attendance were members, Steve Carhart, Gordon Brewster, Kurt Svetaka, Carley Cook, and Nate Dessrosiers and Gordon Brewster

Minutes from the 07/20/2021 meeting were moved by Gar/seconded by Gordon/ approved by all attendees.

Organizational Matters: Steve Carhart provided the update that BOS has selected Marlene Dolan to replace Ben Rossi on the DIPS Committee, and that Carley would work with Gar and Linda on outreach.

Nate Dessrosiers provided a DPW update. The DPW is proceeding with typical summer maintenance items, including sidewalk repair, infrastructure repair and upgrade. Drainage projects are out for bid and construction procurement. The replacement of the drainage culvert on Central Street is out for bid, with contractor selection estimated late Spring, 2022. Construction is slated to start late Summer, 2022. DPW is awaiting grants before the contractor selection. Of note: the construction will require a shutdown of traffic activity along Central Street for the construction duration which poses the potential for businesses and access to downtown. It is expected that the project will require re-routing of traffic around the downtown for access to and through town. Additionally, utility relocation is at issue. Potential cost is \$2M to relocate. DPW will evaluate if the utility can be reworked in place and are working out the logistics now. Nate also reported that APA upgrades had been added to the Library and Police Dispatch offices. He also reported that the comfort station located adjacent to the waste treatment plant was usable when open, and that signage was in preparation

Gabe Brewster reported on progress with the Phase 2 concept planning. Our engineering contractor VHB will revise their Phase 2 concept design proposal to reflect minor changes requested by the DPW. DPW will advise when the revised proposal has been received. [09/18/2021 Update - the updated proposal has been received. DPW to review and submit to Greg Federspeil for review and formal authorization]. Upon authorized, the baseline data gathering will begin, coincident with development and confirmation of the design scope. Steve Carhart and Ben Rossi will write a general description of the Phase 2 scope of work to support the proposed project. The DIP will review the write-up before its issued.

In Sue Brown's absence Steve provided a Town Planning Update (Rapid Recovery Planning Grant, LCD status): The town Rapid Recovery Planning grant is in process. To maximize street parking, town employees have been requested to park behind town hall. The Veterans Hall may also consider sharing their parking spaces when warranted. Outdoor Dining - Consideration is underway of locations around town to support outdoor dining, (e.g. Reed Park, Richdale's and the Library).

Gar Morse and Carly Cook provided an update on the DIP engagement with downtown businesses. Gar expressed the need for outdoor dining options to help downtown restaurants and businesses, including optional public and municipal locations as noted above and possible installation of park benches and picnic tables. Carley reported negative findings from other towns **and/or challenges when using shared community space that is not located immediately adjacent to the restaurant. (Modification of this item per Carley's request at 9/21 meeting).** Gar, Carley and Linda will work with Gary Gilbert of the Planning Board about use of private bathrooms for public. Carley will work with Gar and Linda on coordination with the downtown businesses and property owners for the Phase 2 renovations and general business items.

New Business - None

Next meeting - Tuesday, 09/21/2021

The meeting was adjourned at 9:42

Respectfully submitted,
Steve Carhart, Gordon Brewster and Marlene Dolan