

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

Date: Wednesday, October 18, 2023

Time: 8:30 AM

Location: Virtual

Meeting called to order at 8:33 AM

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

Also in attendance were Cathy Bilotta (Select Board), Chris Olney (Planning Board), Nate Desrosiers (DPW), Terry Cowman (Bike & Pedestrian Committee), and Donna Furse (Resident).

1. **Minutes:** Committee approved September meeting minutes.
2. **Organizational Issues:** Steve Carhart informed the committee that Betsy Ware has left the town staff as Interim Town Planner and that the town is currently interviewing candidates for the position. Chris Olney noted that Greg Federspiel will be acting as Interim Town Planner until the position is filled.
3. **DPW:** Nate Desrosiers provided an overview of the projects that the DPW is working on.
 - a. **Central Street Culvert** – Working on obtaining the Chapter 91 license (Massachusetts Public Waterfront Act). The plan is to get bids out this winter and start the project in 2025.
 - b. **Waste Treatment Facility** – RFQ is being developed for design services to perform upgrades and flood hardening.
 - c. **Water Treatment Facilities** – Awaiting life cycle cost analysis of options to manage PFAS issue. Options are to have treatment facilities at both water supplies or, to pipe Lincoln Street supply to existing plant.
 - d. **Long-term Infrastructure Plans** – Nate and Chuck Dam are working on developing a long-term master infrastructure plan that will include options for a future waste management facility.
4. **Town Planning:** Deferred
5. **Parking Study:** Marlene Dolan noted that there were no new updates. Jim Brown weighed in on the potential use of parking kiosks in and around town. He added that in discussing this with local business owners the consensus is that kiosks would make it more challenging for customers to park. Most business owners are not in favor of this. Cathy Bilotta told the committee that the town is proposing that a crosswalk be added in front of the Harbor Point office buildings (40 Beach Street) and that the loss of parking spaces would be made up by adding the same number of spaces to those in front of Masconomo Park. This may be on the next warrant for the November 13th town meeting.
6. **Phase 2 of Downtown Improvements:** Steve Carhart met with Chuck Dam to discuss timing and it appears that the DIP 2.0 project will be part of the long-term town project plan. The

committee is currently reviewing potential funding sources for this project. Kurt Svetaka mentioned that he will try to set up a meeting with neighbors of the Pine/Bridge/Central/Bennett intersection to discuss opportunities to improve safety there. The meeting is tentatively planned for Fall of this year.

7. **Coastal Resiliency Study:** Jim Brown noted that the study is complete and has been submitted to the town. An action grant request has been submitted to accomplish the short term items identified in the study.
8. **MBTA Zoning Task Force:** Chris Olney told the committee that a community forum was held on Saturday, October 14, to educate the community on what the MBTA Zoning requirements actually meant for the town. He said that he would like to arrange a “walking tour” of the area to physically show people existing developments and the density. He noted that 12 Summer Street is greater than 15 units/acre. As part of this project, the town needs to decide which districts would be modified, just the general district, or others like the LCD. The town is working with a consultant on this. MIT students are scheduled to present ideas on Thursday, October 26 on a town Zoom meeting. Chris also noted the importance of engaging with the businesses and property owners within the impacted district(s).
9. **New Business:** Steve Carhart informed the committee that the Planning Board’s feedback of the DIP 2.0 plan included questions around the lack of “non-vehicular traffic design elements”. The width of the streets make this a challenging issue. Terry Cowman, Bicycle & Pedestrian Committee, weighed in on the subject with ideas.
10. The date for the **next meeting** has been set for **Wednesday, November 15, 2023 @ 8:30 AM** – on Zoom.
11. The meeting adjourned at 10:00 AM.

Respectfully Submitted,

Steve Carhart, Chair

Jim Brown, Committee Member