

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

**MEETING NOTES**

**May 18, 2022**

**Time: 8:30 am**

**Location: Virtual**

Meeting called to order at 8:30

In attendance were members Steve Carhart, Gordon Brewster, Marlene Dolan, Gar Morse, Linda Crosby, Kurt Svetaka.

Also in attendance were Sue Brown (Town Planner), Nate Dessrosiers (Town Engineer), Jim Brown, Michael Kluchman-VHB, Amanda Roy-VHB, Trish Domigan-VHB, Elsa Chan-VHB

1. Approve minutes from April 2022 Meeting- APPROVED
2. Organizational issues. One open seat
3. DPW Update (Chuck Dam or Nate Derosiers)-Underway
  - Paving of Pickleball courts
  - Tucks Point should be finished and ready for Memorial Day
  - Paving of Harold Street
  - Working with Bion on Morse Peer to extend docks for commercial fisherman
  - Under design for the Pine St playing field
  - Sweeney Park also under design
  - Working with water resources project
  - Wrapped up Lincoln Well pfast study
  - School St water main project -slated for July
  - Central St. Culvert-met with FEMA
  - Normal spring clean-up
4. Town Planning Update (Rapid Recovery Planning Report, LCD status, etc.) (Sue Brown)
  - Application for grants continues
  - Parking study is underway
5. Proposed parking survey (vote to approve)DIP Engagement with Downtown Business (Marlene Dolan, Linda Crosby,)
  - 15 responses to date; will reach out to Tiffany to put a reminder on social media
6. Public rest room project (Gar Morse) Gar will update at next meeting
7. Launch of VHB study for DIP Phase 2, (DPW, Steve Carhart, Gordon Brewster, Kurt Svetaka)
  - **VHB PROJECT PRESENTATION**  
Discussion: parklets, including improving Reed Park to be more welcoming for visitors and to create a more community feel, lighting options, snowplowing, speed limits, bump-outs, biking, enabling traffic calming, along with other matters

8. New Business-None
9. Date for next meeting-June 15, 2022
10. Adjourn- 9:35

Respectfully Submitted,

Steve Carhart, Chair  
Marlene Dolan, Member