

Manchester-By-The-Sea

Downtown Improvement Project Committee

Day and Date: Wednesday, September 21, 2022

Time: 8:30 am

Location: Virtual

Meeting called to order at 8:35 AM

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

Also in attendance were Nate Desrosiers (Town Engineer), Chuck Dam (DPW head), Olivia Perez-O'Dess (Greater Cape Ann Chamber of Commerce), David McKenna (Resident of downtown area).

1. Minutes: It was noted that minutes were not read for July and August. July, August, and September drafts will be available for review before the next meeting. Next meeting agenda will include a review and "vote to approve" on all outstanding minutes.
2. Organizational issues.: Jim Brown's appointment by the Select Board was noted, he has completed all training and has been sworn in. Responsibility of meeting minutes will be transferred from Marlene to Jim.
3. Steve Carhart provided a detailed overview of the VHB project notes that came out of the DIP Committee VHB working group. He read off of an email sent to Chuck Dam, dated September 14th. Comments/discussion was held until after the summary was presented.

The meeting was open for comments and the following items were discussed in detail:

- a. Speed limits in the center of town
- b. Curb extensions/bump outs
- c. Bicycle safety - Fog lines in place of bicycle lanes because of narrow streets
- d. Addition of/relocation of crosswalks
- e. Balancing the loss/gain of parking spaces when considering items b. and d. above.

During the discussion, it was proposed and agreed that the DIP Committee would meet in advance of the next regularly scheduled meeting to walk the center of town to see the locations of the items discussed above. It was determined that this would help expedite the delivery of our input to VHB so they can generate a draft plan for the town. The date of this walkthrough was tentatively set for Tuesday, October 4th, 3:30 PM.

2. Due to the length of this discussion, the meeting did not include a DPW Update, Town Planning Update (Rapid Recovery Planning Report, LCD status, etc.), or an update on public rest rooms.
3. Linda Crosby noted that she had submitted a report summarizing the Downtown Business and Parking Survey. This will be reviewed in greater detail at the next regular meeting.
4. There was no new business.

5. The date for the next meeting will be posted on the town website.
6. The meeting adjourned at 9:58 am.

Respectfully Submitted,

Steve Carhart, Chair