



Commonwealth of Massachusetts  
**DEPARTMENT OF HOUSING &  
COMMUNITY DEVELOPMENT**

Charles D. Baker, Governor ◆ Karyn E. Polito, Lieutenant Governor ◆ Jennifer D. Maddox, Undersecretary

February 1, 2021

Mr. Gregory Federspiel  
Town Administrator  
Town of Manchester-by-the-Sea  
10 Central Street  
Manchester, MA 01942

Dear Mr. Federspiel:

On behalf of Governor Charles D. Baker and Lt. Governor Karyn E. Polito, I am pleased to inform you that the Town of Manchester-by-the-Sea will receive technical assistance from the Massachusetts Downtown Initiative's (MDI) Local Rapid Recovery Planning program. We recognize that the impacts of the COVID-19 health emergency have dramatically affected local businesses. Your efforts to explore solutions and projects to help revitalize businesses in your community are an effective way to plan for economic recovery. Congratulations and thank you for this effort.

The timing for the Rapid Recovery planning under the MDI program has shifted to allow the planning to extend beyond June 30, 2021. We expect the process will take place over an approximate 5-month period starting in late February. You will be matched with a consultant or regional planning agency that will facilitate the plan. You may also get one-on-one support from specific subject matter experts depending on the needs of your community. In addition to the one-on-one technical assistance you will receive, there will be a series of webinars to introduce you to the Rapid Recovery Planning process.

If you have any questions concerning this designation, please contact Emmy Hahn, MDI Coordinator at [Elizabeth.hahn@mass.gov](mailto:Elizabeth.hahn@mass.gov).

Once again, I congratulate you on Manchester-by-the-Sea's successful application for the Local Rapid Recovery Planning program to address the impacts of COVID-19 on your business community.

Sincerely,

A handwritten signature in blue ink that reads "Jennifer D. Maddox".

Jennifer D. Maddox  
Undersecretary, DHCD