

Manchester-By-The-Sea
Meeting Notes

Board/Committee: Downtown Improvement Project Committee
Day & Date: Tuesday, March 15, 2022
Time: 8:30 am
Location: Virtual

In attendance were members: Steve Carhart, Marlene Dolan, Gar Morse, Linda Crosby, Kurt Svetaka. Also in attendance were Olivia Perz-O'Dess, Beth Heisey (ADA), Nate Desrosiers, Erika Brown and Sue Brown

1. Approve minutes from 2/15/2021 Meeting-APPROVED
2. Organizational issues- Carley Cook has resigned her role on the Downtown Improvement Committee, effective immediately. A letter of resignation was received by Steve Carhart, Chair.
3. DPW Update (Chuck Dam or Nate Derosiers) Signed VHB contract; Walk through on Friday; How we reconcile the parking during that project work-Looking to get a bid for the culvert and pond project; paving on Forest St, Magnolia; Spring clean-up; Nate to send VHB contract to Gar; Sidewalk repair not as yet determined;
4. Town Planning Update (Planning Board meeting, Rapid Recovery Planning Report, LCD status, etc.) (Sue Brown) 40A on agenda for 3/22. Law says a "town shall". Result of breaking this law is that you don't get the money, but you have to do it; 100-acre radius; we have several years to do it; definition of multi-housing is 3 units; Local Rapid Recovery Plan-still out there "placemaking"; received a NO on event series; Ltd Commercial District-looking to allow a commercial business. We have
5. DIP Engagement with Downtown Business (Outdoor dining, public rest room, employee parking, relationship to Rapid Recovery etc.) (Gar Morse, Linda Crosby, ~~Carley Cook~~/resigned), Marlene Dolan)
 - a. Bathrooms: This is the number 1 concern for all business owners; The DIP agrees that we need to address the bathrooms issue, and all are in support.
 - b. Parking Update: Linda and Marlene updated the team on the parking study's progress. Carley, Marlene and Linda have met several times to develop the questions for the survey. They met with Sue Brown, Town Planner on March 9 to review the survey and ensure it would be complimentary and useful to the Town's MACP parking study. Sue affirmed that the study would be. Sue also recommended we meet with Tiffany Marletta (Communications Coordinator for MBTS) who could supply the sub-team with addresses and emails.
6. VHB study for DIP Phase 2 has been launched. (Steve Carhart, Gordon Brewster, Kurt Svetaka)
7. New Business-None
8. Date for next meeting-April 19, 8:30 am
9. Meeting Adjourned at 9:36am

Respectfully Submitted,

Steve Carhart, Chair
Marlene Dolan