



DOWNTOWN PLAN IMPLEMENTATION COMMITTEE

Monday, January 20, 2023, Draft Minutes

In attendance: Chair: Randy Herbertson; Members: Pippa Bell Adler, Kenneth G. Bernhard, Gary Conrad, Maxwell Crowley, Jen Fava, Matthew Mandell, Johanna Martel, Brian McGonugle, Deirdre O'Farrelly, Jenna Petok, Peter Ratkiewich, Gately Ross, Mary Young; Staff: Andrés A. Lapadula

The Downtown Plan Implementation Committee held a remote public meeting at 8:30 a.m. on **Friday, January 20, 2023**, for the following purposes:

I. Opening Remarks - Chair

A. Overall Meeting Goals

No action Taken

B. [Approval of Minutes](#) (12/2022 Meeting)

MOTION (Ratkiewich): To approve the minutes of the December 8, 2022, meeting.

SECOND: Young

VOTE: Unanimously approved.

II. Strategic Priority Review

A. Parking Lots Reinvention

1. Downtown Lots Design Master Plan -Reconnecting the Riverfront

a) Langan Review and Vote - Parker Harding

i) *Michael Langan presented the schematic design for Parker Harding lot, attached as Addendum 1 to these minutes. Design includes materials study, art and educational opportunities, habitat study for vegetation and pollinators*

ii) *Committee member Mary Young described design as having "parking and circling space, contains resiliency opportunities, sustainability opportunities, donor opportunities, is ecologically and environmentally sensitive, and follows*

the Village District guide for design materials.”

iii) *Questions and comments from committee members and the attending public*

MOTION (YOUNG): To approve Schematic Design for continued development

SECOND: Martell

ABSTENTION: Mandell

VOTE: NO OBJECTIONS, PASSED

b) Arts Advisory Sub-Committee – *Discussed new membership and invited nominations*

C. Sustainability

1. WEDG Certification (Langan)

D. Project Approval Process

1. DPIC

30% Plan Submission

2. Begin DEEP/ ACOE Submission

3. Parks Advisory Committee

4. Parks and Recreation Commission

5. Flood Board

6. Conservation

7. Traffic Authority for Crosswalk and roadway relocations

8. P&Z 8-24?

70% Plan Submission

9. Village District Review (ARB and HDC combined)

10. Tree Board

11. ZBA -only if necessary

12. P&Z Coastal Area Management (CAM), and Site Plan Approval

13. Board of Finance (2 meetings and a site visit) OPC Required

14. RTM Committees - PW, FIN, P&R, ENV

15. Full RTM

16. State DOT Preliminary Review

100% Plan Submission

17. State DOT Final Review

Construction Drawings

18. Bid Project out in Public Bid

19. Possible re-visit to BOF /RTM if additional funding needed

III. To adjourn the meeting.

Motion (Young): To adjourn the meeting.

Second: Petok

Meeting adjourned 9:48 AM

Randy Herbertson, Chair

Downtown Plan Implementation Committee

January 23, 2022