

## MEETING MINUTES

Title	Downtown Improvement Committee Meeting
Location	Room 208, City Hall
Date	October 11, 2019

Time Meeting Called To Order	7:45 AM
Members Present	Marylou Blaisdell (Chair), Steve Saxe, Edward Hayes, Brandon Laws (Alderman), Amanda Schneck, James Tobin, Michael Buckley, Philip Scontsas, David Grebowsky, Tim Cummings,
Guests or Others Participating	Lukas Strum (Lumen Lighting), Jill Stansfield and Komba Lamina

### General Meeting Highlights/Notes/Brief Description of Meeting

<ul style="list-style-type: none"> <li>- <b>Lighting:</b> Lukas Sturm briefed the Committee on the Main Street Lighting Master Plan that Lumen Lighting is undertaking. Recommendation is to focus on six areas in the downtown: Gateway, Perimeter, Focus (pedestrian crosswalk and sidewalks), Highlight, Side Streets and Railroad Park. The recommendation calls for iconic structural fixtures at Railroad Square and City Hall in addition to smaller scale lighting down Main Street. Lighting upgrade is recommended for East Pearl Street and Railroad Park. Some Committee Members expressed concern about distraction the lighting would create especially on crosswalks and sidewalks. Cost was another point of concern, the Committee asked Lumen to create an itemize cost structure for the recommendations. The Holiday Lighting the Mayor is undertaking was also discussed. One option the Committee welcomed is working with the Mayor to combine funding. Currently, the Mayor has allocated \$50,000 for Holiday Lighting. The Committee thinks by adding funds from the Downtown Committee Trust Funds to the Mayor's \$50,000 will allow the City to purchase Lighting for the Holiday, but also lighting that will serve the City year round. Chair Marylou will work on securing a meeting with the Mayor to discuss further.</li> <li>- <b>Banners:</b> Amanda presented few samples of holiday banners for the Committee to select three that will go on to print (20 of each). The banners will be hung on both sides of Main Street in the coming weeks.</li> <li>- <b>Ordinance 320-50 – Increasing the Parking Time Limit at Meters in Zone 1:</b> Committee discussed the Ordinance and is in favor. Few areas of concern were a) current ordinance only considers time increase but not the fees. b) it will cost the City \$2,500.00 to change signs reflecting the proposed time increase. These changes are subject to change based on the recommendations the Parking Study (Currently in progress expected completion date of 3-6 months) derives. For these reasons, Committee recommends waiting for the Parking Study to be completed before moving forward with Increasing the Parking Time Limit at Meters In Zone 1.</li> <li>- <b>PAC Update:</b> Interior demolition is currently taking place to allow Contractors a better view of the space, which will yield a more accurate estimates. This work is expected to terminate by end of October. November 18<sup>th</sup> will be the next PAC Committee Meeting, which the community is invited to attend.</li> </ul>
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### Any Final Decisions Made

-Committee voted to allocate another \$1000.00 for banners bringing the total amount for banners to
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\$6,500.00. The Motion was introduced by Steve Saxe second by Michael Buckley. All in favor and the motion passed unanimously.

Motion To Adjourn By	Steve Saxe
Time	9:15 AM
Next Meeting	November 8 <sup>th</sup>