

PHASE II DOWNTOWN FOCUS GROUP  
MINUTES  
November 18, 2020

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This first meeting of the Phase II Downtown Focus Group was held on Wednesday, November 18, 2020 at 3:00 p.m. via ZOOM video conferencing pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L.c. 30A, section 18, and the Governor's March 23, 2020 Order, as amended, imposing strict limitation on the number of people that may gather in one place.

Present: Michael Moonan (BL Companies), Kyle Alfred (BL Companies), Keith Caruso, Keith Caruso, Laurie Connors, Ann Dallair, Dave Delaney, Rich Hamilton, Mike Kennedy, Hillary King (MVP Program Regional Coordinator), Kristen Livoti, Conor McCormack, Mary Lou Mulhane, Laura Wellington

Absent: Vinod Kalikiri, Mary Lou Mulhane

Laurie Connors welcomed everyone, introduced the design team and asked all others to introduce themselves and state their affiliations, if any. She gave a PowerPoint presentation (see attached) that explained the project scope, existing conditions, proposed improvements including green infrastructure features, project benefits, design budget, design scope and schedule, and the public outreach campaign. She then asked Mike Moonan to present the concept plan.

Mike Moonan of BL Companies shared his screen showing the concept plan that was the basis of the MVP Action Grant application. He asked if anyone had preliminary feedback, and explained the work completed to date and to be completed within the next couple of months. He explained that the design team had walked the site with Laurie Connors on Monday, November 16<sup>th</sup>, that the survey and base plan are in progress, and that they were planning to make modifications to the parking lot layout. He also explained that they are working with the designers of the new fire station to ensure that the designs coordinate and complement each other, and that the downtown design meets the fire department's needs as far as access and turning radii are concerned.

Ann Dallair asked if the library stair and walkway reconstruction could be included within this project scope. In response to questions, Ms. Dallair stated that they had some money that they could put towards design. Ms. Connors and Mr. Moonan confirmed that they could include the library work as an addendum to the design contract.

Kristin Livoti asked how the intersection of Elm Street and School Street will look in relation to the Asa Waters Mansion and the sidewalk exiting the mansion grounds at that corner. It was noted that the redesign will make the sidewalks and crosswalk ADA compliant and that the walking path from the mansion can be incorporated into the design.

Attendees agreed that the next meeting will be held via ZOOM at 3:30 pm on Wednesday, December 16<sup>th</sup>. The meeting adjourned at 4:30 pm.