



TOWN OF BRUNSWICK
DOWNTOWN BRUNSWICK AND OUTER PLEASANT
STREET CORRIDOR
MASTER PLAN IMPLEMENTATION COMMITTEE
85 UNION STREET, BRUNSWICK, ME 04011

Margo Knight, Chair
Citizen-at-Large

Jane Millett
Councilor – District 6

Kathy Wilson
Councilor – At Large

Paul Dostie
Resident - Downtown

Debora King
BDA Member

Toby Tarpinian
Business Owner - Downtown

Vacant
Creative Economy/Non-profit

Vacant
Citizen at Large

Vacant
Resident – Pleasant Street

Vacant
Business Owner – Pleasant Street

MEETING AGENDA
TUESDAY, MARCH 3, 2015
5:00 PM
TOWN HALL, COUNCIL CHAMBERS
85 UNION STREET

- 1. Introductions/Public Comment**
- 2. Election of Officers**
- 3. Acceptance of 11/10/14 Meeting Summary**
- 4. Topic Discussions/Project Updates**
 - a. Recap of 1/26/15 MPIC Retreat discussion/next steps (Margo)**
 - b. Potential for additional raised crosswalk pedestrian and driver intercept survey, April 18, 2015 (Anna)**
 - c. Federal Street Sharrow Workshop report out/recommendation (Kathy)**
 - d. Pleasant Street crosswalk update (Anna)**
 - e. Scheduling Update to Town Council (March 2015)**
 - f. Visual Quality Committee Update (11/18/15 meeting summary attached) (Deb)**
 - g. Other Updates**
- 5. Next Meeting To Dos/Agenda**
 - a. Future meeting time will be 1st Tuesdays, 5:00 pm**



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John Perreault, Vice Chair
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Jane Millett
Councilor – District 6

Paul Dostie
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Creative Economy/Non-profit

Jacqueline Ellis
Citizen at Large

Debora King
BDA Member

Toby Tarpinian
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MEETING SUMMARY
MONDAY, NOVEMBER 10, 2014

- 1. Introductions/Public Comment** – Chair Knight accepted the emailed Committee resignation submitted by Jaki Ellis and expressed the Committee’s appreciation of Jaki’s long-term efforts. No additional public comment received.
- 2. Acceptance of 9/22/14 Meeting Summary** – Accepted.
- 3. Zoning Ordinance Rewrite Update** – Staff provided an update on the zoning ordinance update process and meeting schedule. NO comments from Committee members.
- 4. 9/20/14 Intercept Survey on Raised Crosswalk Update** – Staff presented more detailed results of the Intercept Survey conducted on 9/20 between 1:00-3:00 PM by 10 Bowdoin students as one of their Common Good Day projects. The brief surveys were administered to pedestrians after using one of four crosswalks (2 flat, 2 raised) and drivers after parking their vehicles between the raised crosswalk locations. The analysis was included in the Committee’s meeting packet. It was suggested that question #3, regarding level of pedestrian or driver awareness of oncoming traffic/crossing pedestrians due to raised crosswalks, be restructured for only open-ended responses. Staff will explore options for conducting a second survey.
- 5. Federal Street Sharrow/Bike Lane Workshop Scheduling w/BBPAC** – The Committee, with BBPAC Co-Chair Will Wilkoff participating, discussed workshop scheduling and related public notification. A February timeframe was suggested by staff with abutter notifications and press releases developed to inform the public. Staff will provide potential dates for the workshop.
- 6. Town Council MPIC Update** – Chair Knight will work on an annual update regarding MPIC activities to present Town Council in February. Staff will request agenda time.
- 7. Subcommittee Reports**
 - a. Visual Quality Subcommittee** report given by Deb King, Chair. Report attached.
- 8. Next Meeting** – No meetings to be scheduled until January at which time, MPIC will hold its Annual Retreat.

Present: Margo Knight, Chair; Jane Millett; Kathy Wilson; Deb King Anna Breinich, Committee Staff
Attendees: Will Wilkoff, BBPAC



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ANNUAL RETREAT SUMMARY
JANUARY 26, 2015

- 1. Introductions/Public Comment** – Chair Knight opened the retreat, no public comment received.
- 2. Report on Past Accomplishments** informally provided.
- 3. 2015 Work Program** – Based on the adopted 2011 Master Plan, staff prepared the attached list of potential projects for discussion, further notated with committee ideas. Additional discussion regarding priorities will take place at the next MPIC business meeting.
- 4. Member Recruitment/Reappointments** – Staff reminded members interested in serving another term to apply for Council reappointment. Committee members were also asked to help in recruiting new members.

Present: Margo Knight, Chair; Jane Millett; Kathy Wilson; Deb King; Toby Tarpinian; Anna Breinich, Committee Staff

Potential 2015 Activities Based on 2014 MPIC Priorities w/12615 Committee comment (bolded)

1. Banner program in place for downtown. Master Plan recommended banners along inner and outer Pleasant Street to “connect” to Downtown.
2. Mall Management Plan (Postponed until funding is available).
3. Develop Design Guidelines for outer Pleasant Street (Should follow zoning ordinance rewrite – suggest as a 2016 activity).
4. Need exists for a master listing of streetscape improvements in downtown neighborhoods (Cushing noted as a target area).
5. Brunswick Business Historic District designation. **(expected 2015)**
6. Federal Street sharrow/bike lane placement (continuation with BBPAC). Installation of 4 pedestrian-activated crosswalk lights (check with John F/BBPAC). **(Federal Street project in progress with public workshop scheduled on February 9th)**
7. Additional consideration for a two-way inner Pleasant Street/related bike and pedestrian safety improvements.
8. “Rightsizing” Maine Street options (Plan A revised). What are next steps?
9. Determine experiments for improving pedestrian safety crossing major streets in cooperation with BBPAC.
10. Develop utilization plan for bump-outs on Maine Street.
11. Provide free Wi-Fi service throughout town.
12. Multi-family building inspection program establishment?
13. Develop plan/template for Downtown wayfinding signs and mapping for parking, historic places, and destinations of interest. **(develop digital parking map; photograph streetscape of Maine Street to determine ways to decrease sign clutter; update existing wayfinding parking signs)**

Other Potential Activities

1. Determine “sidewalk sign area” on downtown sidewalks and recommend amendment to sidewalk ordinance to Town Council.
2. Neighborhood parking study, perhaps coupled with downtown traffic circulation study. Do the existing one-way streets work? **(conduct downtown parking audit after CEI opens)**

Julie Erdman

To: Anna Breinich
Subject: RE: November Visual Quality Meeting Notes

From: director@brunswickdowntown.org [<mailto:director@brunswickdowntown.org>]

Sent: Tuesday, November 18, 2014 12:45 PM

To: Peter Baecher; Anna Breinich; Claudia Knox; Philip Jane; Jeff Gillis; Jane F. Millett; Margo Knight; Robert Jarratt

Subject: November Visual Quality Meeting Notes

November 17th, 2014 Visual Quality Meeting

Attending: Claudia Knox, Peter Baecher, Jeff Gillis, Debora King

- 1a) Gateway Welcome Sign - Nothing further to report. Deb, Claudia and Jane Crichton to meet to firm up the text and the design to present for town approval. Goal is to have sign installed by year end.
- b) Holiday lighting of downtown - Peter, Deb and Keith Garovoy to meet with Marty Fulsom from Lucas Trees to review the installation of the light on the Mall and make adjustments where necessary. Electrical sockets have been installed on the lamp posts on the Mall side of Maine Street and those poles have been wrapped with white lights. Holiday wreaths to be installed on all lamp posts along Maine Street next week.
- c) Lamp post lighting replacement/sidewalk repairs - a grant application has been submitted to the Senter Fund for light pole/fixture replacement on the "Great Impasta" block along Maine Street to serve as a template for future replacement/repairs. Sidewalk along Bank Street has been replaced - great job - thank you to Town of Brunswick
- d) Pleasant Street signage - committee looking at identifying locations on Pleasant Street that would be appropriate for signage that mimics the new Gateway Sign to draw people downtown. Jeff Gillis identified approximately 24 locations where trees or other landscaping would be appropriate to soften the hardscape along Outer Pleasant Street. Committee needs to further review the Master Plan to ensure we are working within the scope of the plan. Our goal is to put "the Pleasant back in Pleasant Street."
- e) Officials from the Town and the VC committee met with Richardson and Associates to come up with a plan for a new Town Mall Kiosk. The cost of the initial concept was deemed too expensive, so we need to go back to the drawing board.

2. Village Improvement Association - no report

3. Brunswick Public Art - Miles Chapin sculpture in front of the Visitor Center to be installed Spring 2015. New mural planned for exterior of Fort Andross.

4. Downtown Facade Improvements - 4 projects completed, 5 property owners requested and were granted extensions.

5. Next meeting - January 19, 2015.

Debora King
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Julie Erdman

To: Anna Breinich
Subject: RE: NOTES October MPIC Visual Quality Meeting

From: director@brunswickdowntown.org [<mailto:director@brunswickdowntown.org>]

Sent: Monday, October 20, 2014 10:45 AM

To: Peter Baecher; Anna Breinich; Claudia Knox; Philip Jane; Jeff Gillis; Jane F. Millett; rjarratt@gmail.com; Margo Knight; Margo Knight

Subject: NOTES October MPIC Visual Quality Meeting

October 20, 2014 Room 117 Town Hall

Present: Peter Baecher, Claudia Knox, Jeff Gillis, Rob Jarratt, Debora King

1. Update on the following:

a) Gateway Welcome Sign - Claudia Knox reported on the BDA Design Committee field trip to have a look at the existing sign. BDA has funding available through the Senter Fund to replace the sign. Peter Baecher gave brief history of the sign. Discussion of possible designs of the new sign, keeping in mind the historical/federal design of the original sign. Peter, Claudia, Jane, and Deb to meet to discuss designs to present to Carrot Signs. Discussion regarding granite posts and solar lighting of the new sign. Discussion regarding the need for additional signage along Pleasant Street similar in design of the new sign which would encourage travelers to make their way downtown.

b) Big Belly Solar Powered trash compactor has been ordered and will be installed somewhere along Maine Streets - needs to be placed in a sunny spot and at a location where there is less likelihood of damage caused by snow removal, etc., and to very visible. Discussion regarding whether the unit be seasonal or in place year round. The BDA received funding through the Healthy Maine Streets program for purchase of the unit.

c) Holiday Lighting of Town Mall - Members of the committee met with Marty Fulsom from Lucas Trees to develop a new lighting plan for the Town Mall. Trees on either side of the Gazebo will be lit with white lights, the Christmas tree will be lit with new colored bulbs and white lights, the trees surrounding the Veterans Memorial monument will be lit with white lights, the lamp posts will be wrapped with white lights. All of the lamp posts along Maine Street will have live wreaths, and the light poles from Mason to Pleasant along Maine Street will be wrapped with white lights. BDA will fund the enhanced lighting program for 2014.

d) One lamp fixture has been sent off to the manufacturer for refurbishment. The committee is awaiting cost estimate for refurbishment of all 50 lamp fixtures.

2. Village Improvement Association - funded replacement of 3 trees along Maine Street. Peter is working with them on funding for the protective barriers around the trees.

3. Brunswick Public Art - Rob Jarratt will be representing this group. A reception to introduce Miles Chapin and the sculpture that will be placed at the Brunswick Visitor Center is scheduled for Tuesday, October 21st at 7:00 p.m. at Orthopaedics Associates (2nd floor). This is the first publicly funded project by the BPA. Discussion regarding temporary public art opportunities including Bowdoin College extending their showings from the quad into downtown Brunswick. A outdoor mural is being designed for Fort Andross and will be privately funded.

4. Downtown Facade Improvements Program - projects completed at Jenny Station, Richards/Pedro O'Haras, Tondreau Building, Looking Glass. Grant extensions have been requested by Sylvia Wyler, Dustin Slocum, Bill Moore, and Eloise Humphreys. There is funding available for another round of grants for next year.

5. Senter Fund Grant Opportunities -

a) Deb, Peter, John Eldridge, and Todd Richardson to meet to discuss plans/designs for a Town Mall kiosk.

b) John Gerard is putting together an estimate on the lighting and sidewalk improvements for the "model" block to be used as a template for further improvements along Maine Street.

6. Next meeting (always the 3rd Monday of the month) - November 17th at 8:00 a.m.

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