



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, Vice Chair
BDA Member

Lori Bourgeois
Business Owner - Downtown

Crystal Card
Creative Economy/Non-profit

Toby Tarpinian
Citizen at Large

Kathleen Stevens
Resident – Pleasant Street

Vacant
Business Owner – Pleasant Street

MEETING AGENDA
TUESDAY, MARCH 29, 2016; 5:00 PM
TOWN HALL, COUNCIL CHAMBERS
85 UNION STREET

- 1. Introductions/Public Comment**
- 2. Acceptance of 11/3/15 Meeting Summary**
- 3. Discussion Topics/Updates**
 - a. 2016 Goals Setting Workshop Results**
 - b. Multi-Family Rental Property Inspection Program**
 - **Multi-Family Rental Property Inspection Certificate Program Triggered When Ownership Changes as an Alternative for Discussion**
 - c. Downtown Walkabout – April**
 - **Parking Audit Area Updating**
 - **Downtown Wayfaring Signage (e.g. Public Parking Locations)**
 - **Traffic Patterns**
 - d. Frank Wood Bridge Work Update/MDOT Scheduling of Public Sessions**
- 4. Task Group Formations**
- 5. Other Business**



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MEETING SUMMARY
TUESDAY, NOVEMBER 3, 2015

- 1. Introductions/Public Comment** – Claudia Knox gave an update regarding the Brunswick Commercial Historic District nomination. District nomination forwarded from MHPC to National Park Service for review.
- 2. Acceptance of 9/15/15 Meeting Summary** – Accepted.
- 3. Townwide Wi-Fi Discussion** – Bryan Cobb, Brunswick IT Manager, led discussion based on this priority recommendation contained in the Master Plan. He reported that he could not locate any other towns in Maine that provide free Wi-Fi; costly just for municipal broadband network. He noted that some towns are partnering with private providers to offer service, others are doing feasibility studies. Also noted that this may be detrimental to businesses already offering free Wi-Fi to their customers as an attraction. Concluded that Brunswick has many opportunities for lower-cost internet alternatives. Committee, by consensus, decided to drop recommendation from additional consideration.
- 4. Multi-Family Rental Inspections Workshop Follow-up** – Margo reported that she presented an update to Town Council. Jane stated next step is to hold a workshop jointly with Finance Committee. Program needs to be revenue-neutral. 12-1-15 MPIC meeting mentioned as a potential for holding the workshop.
- 5. Parking Audit Scheduling** – Potential time frame – April 2016.
- 6. Beautifying Maine Street Bump-outs** – Deb reported that the BDA is forming a committee. Public Works and Brunswick Public Art will be involved. Wayfinding signs will be incorporated into Committee work. Margo to provide Lewiston examples.
- 7. Other** – Clearing of snow on outer Pleasant Street sidewalks still a concern. Also ADA-accessible crosswalks lacking along outer Pleasant Street.
- 8. Next Meeting/Topics** – Date to be determined for 2016 goals setting workshop.

Present: Margo Knight, Chair; Deb King, Vice Chair; Jane Millett; Kathy Wilson; Paul Dostie; Kathleen Stevens; Anna Breinich, Committee Staff

Attendee: Claudia Knox



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2016 GOALS SETTING SUMMARY
TUESDAY, FEBRUARY 2, 2016

- 1. Review of 2015 Accomplishments by Margo Knight** – Pleasant Street crosswalk contract signed; match is available for Safe Routes to School Grant for pedestrian-activated crossings.
- 2. Multi-Family Rental Inspections Program Follow-up** – Jane stated it was time to form committee to push forward. Margo wants to hold a meeting for landlords to discuss program ideas, including a possible inspection certificate program when rental properties change ownership.
- 3. Downtown Wayfinding Signage** – BDA received Senter Grant. Should look at signage to and from train station, parking lots. Walkabout workshop suggested reviewing existing signage downtown/wayfinding needs, Spring 2016.
- 4. 2-way Pleasant Street** – Continue as a priority.
- 5. “We Share” Parking Program** – Conduct a business survey on parking to determine interest. Also address loading zones.
- 6. Assist BBPAC as Needed with Downtown Projects and Complete Streets Policy Development.**
- 7. Parking Audit Scheduling** – Schedule during tourism season.
- 8. Work with BBPAC to Locate Potential Crosswalk/Traffic Calming Locations Along Outer Pleasant Street.**

Present: Margo Knight, Chair; Deb King, Vice Chair; Jane Millett; Kathy Wilson; Paul Dostie; Kathleen Stevens; Lori Bourgeois; Toby Tarpinian; Anna Breinich, Committee Staff

Attendees: Public Works Director John Foster; Claudia Knox; Rich Cromwell and Will Wilkoff (BBPAC Co-Chairs); John Blood (BBPAC); Business Development Manager Linda Smith