



MINUTES

DATE: November 8, 2022
TIME/PLACE: 7:30 AM - 9:00 AM
PRESENT: Chair Greg Michaud, Vice-Chair Liz McDonald, Councilor Chip Lawrence, Police Chief Nate Goodman, Sally Walsh, Andy Seymour, Phil Wagner, Barbara Guffin, Adam Bliss
ABSENT:
GUESTS:

TOPIC	DISCUSSION	ACTION
I. Welcoming Comments	<ul style="list-style-type: none">Agenda reviewed	Informational only, no vote.
II. Public Peddler Carts	<ul style="list-style-type: none">The CSC discussed the current locations of public peddler carts and if there was any interest at Winslow Park.Phil Wagner motioned to approve the four existing peddler cart locations, seconded by Sally Walsh. The vote was unanimous, with eight in favor, none opposed, and none abstained.	Motion passed, 8-0.
III. Committee Chair Elections	<ul style="list-style-type: none">Duties and roles of Chairs: the role of the Chair is to consult with the Town representative Adam Bliss. Together, they plan agenda items, lead the monthly meeting, and respond to residents' concerns about Complete Streets issues. The role of the Vice-chair is to take minutes and learn how the Committee functions and possibly proceed to the Chair position at the end of the Chairpersons term. The role of the outgoing Chair is to be a resource of knowledge on past developments and to guide the Chair as needed.Barbara Guffin motioned to nominate Liz MacDonald for Chair of the CSC, Andy Seymour seconded, and the vote was unanimous. Eight voted in favor, with none opposed and none abstained.Greg Michaud motioned to nominate Barbara Guffin as Vice-chair, seconded by Phil Wagner, and the vote was unanimous. Eight voted in favor, with none opposed and none abstained.	<p>Motion passed, 8-0</p> <p>Motion passed, 8-0</p>



IV. CSC Workplan	<ul style="list-style-type: none"> • Changes to the Workplan include: <ul style="list-style-type: none"> o The Committee tabled both of the multi-use path projects from the Desert Road bridge to the L.L. Bean Distribution Center and from the Mallett Drive bridge to Pine Tree Academy. These are important projects that Connect Freeport will manage until they advance to the design phases. The idea is for the CSC to focus intensely on nearer-term goals, such as the east side of both bridges and their connections to Main Street and the Downtown Village. o Work on Bike Racks will be incorporated into the other Workplan items as needed. Bike racks will not be a standalone Workplan item. o Public peddler carts will be moved to the Ongoing projects tab. o The creation of a Downtown Complete Streets Design project was added to the Workplan. The design will have subparts: grant procurement, streetscaping, bike/ ped connections, traffic calming, crosswalk protocols, and road dieting. o Crosswalks will be removed from the Workplan as a standalone project because they are fundamental to all projects. <p>Barbara Guffin motioned to approve all changes to the Workplan, and Sally Walsh seconded. The vote was unanimous, with eight in favor, none opposed, and none abstained.</p>	Motion passed, 8-0
V. General	<ul style="list-style-type: none"> • Grant Proposal Process Work: Greg shared his idea of contacting those who have grant writing experience to share their insights with those of us interested in pursuing grants. The CSC owns the Mallett Drive project. When discussed at the Downtown Vision Task Force meetings, this project should be advocated by a CSC representative, with information brought back to the CSC. Each Downtown Vision project shortlisted from the Plan will have a Project Charter developed. The Charter will identify a Facilitator, Project Manager, Champion, and stakeholders • Greg defined Connect Freeport as a workgroup under CSC. • Pleasant Hill Road Intersection: Freeport has access to sophisticated monitoring equipment that can provide additional information. Adam Bliss will arrange data collection, and the Committee will discuss the data and analysis after receipt. • Greg requested from Council to hire a grant writer at the Downtown Vision Workshop. Greg asked the Grant Process Team to set up a couple of workshops with the experts and the team during the winter. Greg and Barbara will work to set up the workshops. 	Informational only, no vote.
VI. Adjournment	<ul style="list-style-type: none"> • Phil Wagner motioned to adjourn, and Barbara seconded with a unanimous vote. 	Motion passed