

Topsfield Downtown Revitalization Plan

Downtown Strategic Plan Working Group Meeting

November 6, 2019

Topsfield Town Hall

Attendees

- Lynne Bermudez
- Tim Collins
- Sarah Lodewick Guido
- Nicole Manseau
- Andrea O'Reilly
- Alex Qirjazi
- Josh Rownd
- John Spencer
- Brian Woodland
- **Metropolitan Area Planning Council:**
 - o Betsy Cowan, Chief of Economic Development
- **Stantec**
 - o Liza Cohen, Senior Associate
- **Topsfield Board of Health and Health Agent**
- Members of the public were also in attendance.

The Meeting began at 6:35 pm.

Presentation (posted on the Town website)

Betsy Cowan reviewed the planning process and schedule.

John Spencer, Lynne Bermudez, and Sarah Lodewick Guido gave updates on recent discussions with property owners about tree removal as well as progress on conversations with businesses located on Main Street regarding upgrades to store facades and landscaping.

Wastewater Discussion: Board of Health and Health Agent

Information was provided regarding the current systems. No systems are in failure and 50% have been upgraded since 1995. The group discussed average capacity for various uses, whether the septic system needed to be expanded at particular locations and the need for a broader townwide Master Plan to determine sites for development.

Information was also provided regarding the current capacity of several key parcels in the downtown. Working group members discussed the opportunity to use that information to determine what types of additional uses might be feasible for those locations.

Parking Discussion: Stantec

Liza Cohen from Stantec did a presentation on the preliminary results from the parking study. Based on the results, the group discussed the need for improved signage, sharing agreements, and other ways to manage current capacity. The recommendations from the parking study will be included in the recommendations of the Downtown Revitalization Plan.

Vision, Goals and Strategy Discussion

The group then reviewed a draft version of the Vision, Goals and Strategy for the Downtown Revitalization Plan, and recommended edits and additions.

MAPC will revise the document and will create an implementation plan in partnership with the Working Group as the final step of the process.

The next Working Group meeting will be held on Thursday, December 5, with the goal of finalizing the plan and discuss plan implementation and communication.

The meeting adjourned at 8:35 pm.