



## **ECDC COMMITTEE VIRTUAL MEETING**

**Minutes of Monday, January 29, 2024  
5:30 PM**

Committee Members participating were Chair Lynne Bermudez (left meeting at 5:50 pm) and members Tom Capano, Leslie Voss, Alex Qirjazi, Zillie Bhuj and Town Administrator Kevin Harutunian. BCTV was also in attendance.

### **CALL TO ORDER**

Kevin Harutunian called the meeting to order at 5:30PM.

### **GOVERNOR'S ORDER**

Kevin Harutunian read the following announcement:

“Pursuant to Chapter 2 of the Acts of 2023, this meeting will be conducted via remote means. Members of the public who wish to watch or listen to the meeting may do so in the following manner: Video conference (see log-in information on the agenda on the website.) No in-person attendance of members of the public will be available, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Topsfield website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.”

### **APPROVAL OF MINUTES**

Leslie Voss made a motion to approve the minutes of the ECDC meeting held Monday, November 13, 2023. Lynne Bermudez seconded the motion and it passed with a roll call vote as follows:

Lynne Bermudez	Aye
Tom Capano	Aye
Leslie Voss	Aye
Kevin Harutunian	Aye
Alex Qirjazi	Aye

### **FY23 ANNUAL REPORT**

Alex Qirjazi made a motion to approve the FY23 Annual Report as presented. Lynne Bermudez seconded the motion and it passed with a roll call vote as follows:

Lynne Bermudez	Aye
Tom Capano	Aye
Leslie Voss	Aye
Kevin Harutunian	Aye

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Alex Qirjazi      Aye

## **DOWNTOWN INITIATIVES UPDATE**

Town Administrator Kevin Harutunian provided the committee with an update on revitalization activities. Topics included the following:

- It was discussed that the Newburyport Chamber of Commerce Executive Director is looking to come to a future meeting to introduce himself and talk about their regional approach. The group also discussed the Pop-Up Sip and Shop event during the Holiday on the Green.
- Pocket Park update was provided included information around stake holder involvement and meetings. The stakeholder group is made up of 17 members. There were many ideas presented at the first meeting and those ideas were incorporated in an updated design, which was presented at the second stake holder meeting, which appeared to have unanimous support. The designer is now further building plans for an upcoming Request for Proposal (RFP). The hope is that the town is under construction this spring with a ribbon cutting this summer.
- There have been recent conversations regarding a competitive semi-professional bicycle race which would take place in Topsfield Downtown this summer. More work to be done to solidify the plan but it is heading in a productive direction.
- Master Plan process is nearing completion. At the next stage there will be ample opportunity for the ECDC and the public to provide feedback.
- The development of a MBTA Multi-Family Housing by Right District continues to move forward with the Planning Board taking the lead. The Planning Board developed a proposed bylaw, compliance plan showing the proposed lots and dimensional requirements. The Town is waiting for feedback from the state on the proposed bylaw and compliance plan.
- The RFP for the sale of the Old Highway Garage went out in mid-October. Responses were due back December 7<sup>th</sup>. The Town did not receive any responses. However, since the new year activity has picked up, with multiple interested parties inquiring about the property. The current plan is to release the RFP again later this winter.

## **ADJOURN**

At 6:28PM, Zillie Bhujju made a motion to adjourn. Leslie Voss seconded the motion and it passed unanimously with a roll call vote as follows:

Zillie Bhujju	Aye
Tom Capano	Aye
Leslie Voss	Aye
Kevin Harutunian	Aye
Alex Qirjazi	Aye

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Respectfully submitted,  
Kevin Harutunian - Member

## **DOCUMENTS**

### 1. Agenda

Pursuant to the 'Open Meeting Law, G.L. c. 30A, §18-25, the approval of these minutes by the Board constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Board as to the completeness or accuracy of such statements.