

**Downtown Streetscape Working Group
Meeting Minutes - March 27, 2013**

Meeting called to order by Tom Jacob at 8:05 am.

Present were Rick Merson, Tony Del Gaizo, Lee Newman, Kate Fitzpatrick, Alex Clee, Ed Olson, Mike McKay, Nelson Hammer, Gloria Greis, Andy Wise, Moe Handel, Tom Jacob, Paul Good, Sam Bass Warner, Gary Levine, Walter Collins and Artie Crocker (guest)

First order of business was election of officers. Tom Jacob indicated the proposed slate was Tom Jacob as Chairman, Walter Collins as Vice-Chairman, and Gary Levine as Recording Secretary.

A motion was made and seconded. The proposed slate was elected.

It was moved that the minutes from the previous meetings would be approved at the next meeting.

Tom reported on a meeting that occurred since the past meeting with Rick Merson, Tony Del Gaizo and Kate Fitzpatrick on what the format and goals of the DSWG.

Next, Bob Mackie of BETA presented to the Group his thoughts on the 2 paths that require focus: 1) traffic functionality design, and 2) streetscape design. He reviewed the proposed work schedule for 2013 that included a monthly project plan and timeline, including a proposed Sept public meeting. He then introduced two members of his team who would be presenting on these two areas - traffic and design.

Kelly Carr from BETA introduced the streetscape design elements that had been photographed and currently exist in Needham. She asked for and received feedback from members of the group on many design elements, including sidewalks, crosswalks, bike racks, fencing, trash cans, pavers, detectable warnings, benches, gates, archways and lighting.

A discussion ensued regarding whether the Town should have a more unified design approach or favor design elements that tend to focus more on 5 distinct sections of the town that had been identified: theatre district, Chestnut St, Town Center, Post Office, and Chapel St. Some comments were made on the importance of a unified approach and trying to avoid too many sections within such a small area. Comments were also received on safety, cost, durability, and accommodation for disabilities.

Mike Wasielewski from BETA presented their initial findings on traffic counts that had been recently completed. Figures 1-3 were presented which described daily traffic counts, directional traffic distribution, and peak hour turning volume. Discussion followed regarding certain key

areas such as the intersection of Dedham Ave and Great Plain, as well as better timing of traffic lights and train crossings. Mike indicated that he will present further traffic count analysis at the next meeting including any capacity or level of service problems.

The group was asked to give further thought to a few questions and provide feedback prior to the next meeting - desired traffic speeds, pedestrian accommodation, roadway circulation changes, as well as design feedback related to sidewalks, crosswalks, and unification of design.

Tom asked everyone to let him know if any of the groups that the members represent would like to meet with a representative from the DSWG. He said he would be meeting with the downtown merchants group.

The next meeting is scheduled for April 24th.

The meeting was adjourned at 9:35 am.