

On July 25, 2023, on a motion by Joe Gibbs, seconded by Courtney Butler, the committee voted 5-0 to approve these minutes.

Town of Yarmouth

MINUTES OF THE COMMUNITY & ECONOMIC DEVELOPMENT  
COMMITTEE MEETING OF  
June 27, 2023

The Yarmouth Community & Economic Development Committee held a regular Business Meeting at 4:00 p.m. on Tuesday, June 27, 2023. The meeting was conducted in the Muster Room of the Yarmouth Department of Public Works and via Zoom teleconferencing.

**Committee Members Present:** Chairman Stephen O'Neil, Maria Marasco, Joe Manning (remote), Joe Gibbs, Danielle Newcombe, Courtney Butler, Peter Slovak

YARMOUTH TOWN CLERK

**Staff:** Karen Greene, Director of Community Development

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**Guests:** Brittany DiRienzo, Conservation Administrator; Kathy Williams, Town Planner; George Slama (YHC); Roby Whitehouse, Asst. DPW Director; Bill Bonnetti, DNR Director; Jeff Colby, DPW Director; Mary Vilbon, Yarmouth Chamber of Commerce (Director); Jenn Werner, Yarmouth Chamber of Commerce (Marketing Director).

The meeting was opened by the Chair at 4:00 pm

**1. Public Improvement Applications – Second Review**

Committee members met with staff who had submitted funding requests in response to the Committee's May 2023 solicitation. Staff members were supplied with questions generated at the Committee's initial review of responses on June 13<sup>th</sup>. Chairman O'Neil noted that the Committee would discuss funding recommendations holistically.

Brittany DiRienzo, Conservation Administrator discussed two requests.

- The first request was for \$30,000 to fund Invasive Species Management at 7 Conservation Sites. Ms. DiRienzo noted that the full cost of this project is \$40,000 and that \$10,000 had been pledged by the Conservation Commission from the Conservation Fund and that she would continue looking for grants through the Community Preservation Committee and County. Ms. DiRienzo noted that this type of program is generally a three year effort and that the benefit is improved vistas for residents and visitors. These benefits were demonstrated through past efforts that were in part funded through the Tourism Fund. Committee members asked when the work would take place, whether state funding could be sought for this purpose and whether the invasive management program was part of a larger plan. Ms. DiRienzo noted that work would need to start in the fall, that state funding was available, though for much larger scale projects, that the effort was noted as a primary goal of the Open Space and Recreation Plan (OSRP), and that a request would be made to the Community Preservation Program.

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- The second request, \$2,475 for signage at unnamed Conservation areas, was also discussed with Ms. Dirienzo noting that these areas were not regularly maintained, but that the areas contained sensitive habitat and that signage would help to educate the community with regards to activities which are allowed and not allowed at these locations. In response to the question of tie-back to other plans, Ms. DiRienzo noted that signage was also a goal of the OSRP. Chairman O'Neil inquired whether the Town could create and install signage in-house. Ms. DiRienzo noted that she had followed up with the Highway Department and that some, but not all, signs could be produced later this calendar year but that she would like to move forward with installation of some signs sooner during the summer season if possible.

Kathy Williams, Town Planner, presented a request for \$200,000 to partially fund infrastructure at the Event Space that is part of the Riverwalk Park project. Ms. Williams noted that the infrastructure improvements include 3-phase power to the stage and surrounding area and water. As background, Ms. Williams noted that there was extensive progress with permitting, and that the project was included as a goal in the OSRP and that it was also a goal of the Board of Selectmen. Ms. Williams detailed a variety of funding sources that have been secured and which are under consideration. Also mentioned was the need to work with the Board of Selectmen on Naming Rights and Donations for the site. Ms. Marasco noted that Commonwealth Places may be a suitable source of funds and that a Letter of Intent was required by December. Mr. Manning inquired about committed funding, and whether this request was in addition to or instead of currently committed funds and whether the project would proceed without Tourism Funding. Ms. Williams noted that CPC funds have been approved, and a number of other grants secured, but that other funds are also being considered to offset the overall cost of the project and to identify additional funds to cover unforeseen cost increases. Ms. Williams noted that the bid documents would include alternates that would be ordered to address priority components such as restrooms.

George Slama, Vice Chair of the Yarmouth Historical Commission, presented a request for approximately \$9500 to fund the fabrication and installation of interpretive signs (3 at the Judah Baker Windmill; 3 at the Baxter Gristmill). Mr. Slama noted that these signs would be modeled after the signage installed at the Indian Memorial and that Historical Commission members would work to develop content for the signage. Ms. Marasco noted that "Town of Yarmouth" should be featured more prominently than what is included at the Indian Memorial and inquired about the number of visitors to these sites.

Roby Whitehouse, Asst. DPW Director and Bill Bonnetti, Natural Resources Director presented a request for \$7500 for buy and install information kiosks for Bass Hole and Colonial Acres Beaches. The goal of this project is to consolidate signage to eliminate sign "clutter" and to improve the appearance of each location. Ms. Whitehouse and Mr. Bonnetti noted dimensions of the proposed kiosks. Ms. Marasco inquired as to whether a QR code could be posed as well to direct visitors to additional information. Mr. Manning inquired as to whether beach revenues could be used for this purpose.