

# Design Committee Meeting Summary

Meeting held at Main Street Office

14 January 2020

**Present:** Wayne Allgaier (Chair), Sue Blair, Jean Doyle, Machel Lee, Diane Ellis, Sophie Smith (M.S. Manager), Jill Lieberman (visitor)

Introduction of Jill Lieberman, who is interested in doing more volunteer work in Brunswick.

## Community Legacy Grant

- Matt Marcello is requesting a change in scope of his project, having discovered that he needs to replace some windows before installing insulation. The Main Street Board has tentatively given their approval to shift funding from insulation to windows pending our action. Motion made and carried to recommend this change. This will now need to be approved by DHCD. There will be no change in the amount of grant funding.
- In the future, any requests for change in scope of a previously-approved project will be considered on a case-by-case basis. Motion made and unanimously approved.

## Green, Clean, and Safe subcommittee

- Machel will create a list of potential volunteers to help with GCS projects. Mary Bellamy (M.S. volunteer coordinator) can help her with this.
- Initial projects may include: Weekly street cleaning; procurement of cigarette butt receptacles; work with City to increase frequency of street sweeping (esp. after events).
- Minor projects will simply require approval of Design Committee chair; Larger projects needing a work plan and/or funding will require Committee *and* Board approval.

## County Main Street Art Project

- Legal counsel is getting close to finalization of contract with artist.
- Jan 28: Presentation to Mayor and Council, requesting permission to locate the sculpture in front (on the north side) of the train station.
- (Alternate location: Pocket Park across from Beans.)

## Ausherman Family Foundation Art Project

- After considering several possibilities, the focus is now on creating a “welcome” arch over South Maple Avenue, adjacent to the train station. Sophie will continue to work with the Foundation and report to us.
- The project must meet the guidelines of the Frederick County-wide Public Art Initiative. Sophie will forward this document to members of the Design Commission so that we can become familiar with it.

## Plans for 2020 (and beyond)

- A list of 15 projects which we have discussed in the past was distributed.

- Main Street's Strategic Plan, created last year, was also distributed.
- The importance of the creation of a streetscape was discussed at some length. Sophie pointed out that the design would be dependent on the results of a traffic flow study, which may not be able to be done until September 2021. (The grant for the study opens in April, approved in November, and study has to be done in the month of September). Also, the Small Area Plan and recommendations of the Preservation and Revitalization Committee need to be taken into consideration. Some members of the Committee talked about proceeding with some preliminary work on a graphic display.
- There was some discussion on some of the other projects, but time did not allow detailed discussion of each one.
- Homework assignment: Each Committee member is to look at the list (and the Strategic Plan) and choose 5 projects that they personally would like to see done this year. They are to report their choices to the chair by Monday.
- Other projects will be prioritized over the next 5 years.

**Meeting adjourned** at 4:50 pm.

**Next meeting:** Tuesday, January 14, 3:30 pm, at the Main Street office. (*Note:* this was changed from Jan 21.

Submitted by Wayne Allgaier, Design Committee Chair