

# Memorandum

**To:** Selectboard  
Selectboard  
Greg Duggan, Town Manager

**Cc:**

**From:** Katherine Sonnick, Community Development Director

**Re:** Presentation and discussion about municipal complex planning at 80 & 90 Upper Main Street

**Date:**

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## Issue

The purpose of this memo is to provide an update regarding the second of several public workshops and stakeholder meetings for the Upper Main Street Planning Project.

## Discussion

Stantec facilitated the second interactive public workshop to talk about the future of the Town of Essex municipal site at 80/90 Upper Main Street in the evening of Thursday October 3. On Tuesday and Wednesday of that week, Stantec team met in small groups with project stakeholders. These meetings were the first opportunities for the community to weigh in on three conceptual master plans developed from the feedback from the first public meeting, stakeholder meetings, and survey for the 32-acre site.

An online survey was posted on the project website to collect feedback after the October 3 meeting. This survey will remain open through the week of November 18.

The Stantec team has started to assess the information received during the stakeholder meetings, second public workshop, and the online survey. They have provided a draft summary that is attached. Stantec will also attend Selectboard's November 18 meeting to share their findings and respond to any questions, and will provide a final version of the summary.

## Cost

The consultant, Stantec, has been hired to conduct this and the upcoming work. Therefore, there is no additional cost related to this presentation.

## Recommendation

This is for information purposes only.

## Attachments:

1.	Essex_Selectboard_241114
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