

On a motion by Jack McCormack, and seconded by Bud Nugent, the DISUC voted (4-0-1) to approve the meeting minutes of February 13, 2020 with Jim Saben, Tom Roche, Jack McCormack and David Reid voting in favor, and Bud Nugent abstaining.

YARMOUTH TOWN CLERK

Town of Yarmouth

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**MEETING MINUTES OF THE DRIVE-IN SITE UTILIZATION COMMITTEE MEETING OF  
February 13, 2020**

The Yarmouth **Drive-In Site Utilization Committee (DISUC)** held a Business Meeting at 4:30 p.m. on **Thursday, February 13, 2020** in Yarmouth Town Hall, Room A, 1146 Route 28, South Yarmouth, MA.

**Committee Members Present:** Jim Saben, Rich Bilski, Tom Roche, Jack McCormack, and David Reid

**Staff:** Karen Greene, Director of Community Development; Kyle Pedicini, Economic Development Coordinator

Chairman of the Community and Economic Development Committee Peter Smith opened the meeting at 4:30pm

**1. Joint Meeting with the Community and Economic Development Committee:**

The Drive-In Site Utilization Committee met in quorum at the February 13<sup>th</sup> Community and Economic Development Committee meeting to discuss potential improvements that could be made to the event space at the Drive-In site. It was noted that the committees needed professional assistance to design infrastructure for the Drive-In site that would be useful to event organizers while also fitting in with the long term plans for the site. Karen Greene, Director of Community Development, noted that the Town recently issued an RFP for design of the Riverwalk Park and Boardwalk. She stated that the Town would amend the RFP to include a request to also design the event space as well.

Mary Vilbon, Yarmouth Chamber of Commerce, noted that the 5<sup>th</sup> Element Design Group offered to consult on the design of the event space so as to maximize its value to the Town and event organizers. Committee members noted the potential to attract more events to the space in the future if it included proper infrastructure (such as water and electricity), such as Paw Palooza and other events currently situated on Hyannis Main Street. DISUC member Tom Roche suggested examining potential additional needs for the site beyond water and electricity, such as a permanent stage. David Reid stated that he believed minimal infrastructure on the site was preferable so that event organizers could have flexibility with their event planning.

Committee members asked what the next step in the planning process would be for the Town, and it was stated that the next logical step would be for Ms. Greene, Dan Knapik (Town Administrator), and Jim Saben (Chairman of the DISUC) to have a conference call with the 5<sup>th</sup> Element Design Group to see if they'd be a good fit to assist the Town with this process. CEDC members expressed to the DISUC that they would be willing to provide funding that may be needed to move along the planning/consulting process.

**ATTACHMENTS:**

- 2/13/20 DISUC Agenda
- Memo from Kathy Williams regarding potential Drive-In Site improvements