

Cambridge
Office for Tourism, Inc.

December 8, 1997

18 Brattle Street
Cambridge, MA
02138

Mr. Robert W. Healy, City Manager
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Dear Mr. Healy:

In response to City Council Order No. 21, passed on November 24, 1997, I am pleased to report that the much-needed renovations to the Visitor Information Booth in Harvard Square are well underway. Thanks to a generous grant from Cambridge Savings Bank and the donation of paint from Dickson Brothers Hardware, we now have the funds to improve the booth's appearance and its overall functionality.

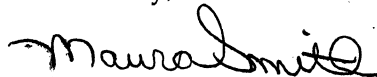
As you know, the Visitor Information Booth serves an important civic purpose in helping to orient our many visitors and in directing local residents to businesses and public transportation opportunities. With such a prominent location, we feel it should look attractive, welcoming, and organized.

Since we want to complete these renovations during the tourism off-season, the renovations will occur in two phases. Over the next few weeks we will be repairing several broken windows, replacing the lower advertising panels with new, weatherproof cases, and temporarily repainting the exterior of the booth to weather the winter months.

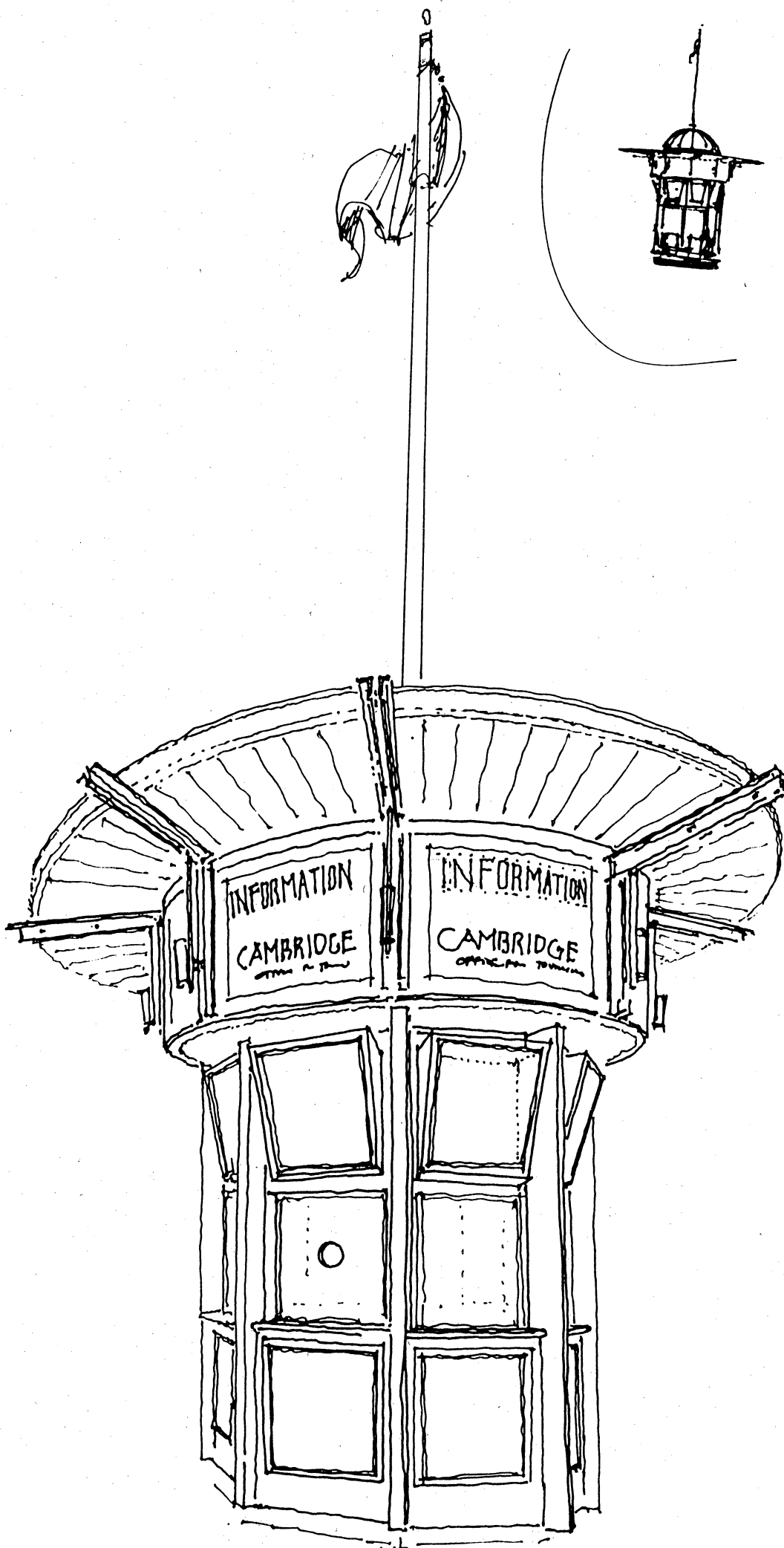
By early Spring 1998, we will install a new roof structure which will greatly enhance the appearance of the booth and help protect visitors from the elements (see attached sketch). In addition, we will repaint the booth, install new and improved lighting, and add new signage to welcome visitors. Simultaneously, we are designing new and less cluttered window displays and developing a better space management plan for its interior. In the coming weeks, we will be meeting with the Harvard Square Advisory Committee to review these plans.

On behalf of the Cambridge Office for Tourism, I want to thank the community for its patience during the renovation period. Thanks to the generosity of the local business community, we can all look forward to a refurbished kiosk which will better represent what Cambridge has to offer.

Sincerely,



MAURA SMITH
Executive Director





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16

EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

RICHARD C. ROSSI
Deputy City Manager

December 15, 1997

To The Honorable, The City Council:

Please find attached a response to Awaiting Report Item No. 29, regarding the status of repairs and painting of the visitors Kiosk in Harvard Square, received from Executive Director of the Cambridge Office for Tourism Maura Smith.

Very truly yours,

Robert W. Healy
City Manager

RWH/inec
attachment

Consent Agenda #16

S-773

Relative to Awaiting Report Item Number
Twenty-nine, regarding the status or repairs
and painting of the visitors Kiosk in
Harvard Square.

In City Council December 15, 1997

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