



Town of North Brookfield Minutes

Committee: North Brookfield Downtown Development Committee		
Location: NB Police Station Conference Room		
Meeting Date: 01/08/2024	Called to Order: 6:39pm	Meeting Adjourned: 7:54pm
Minutes from 05/08, 06/05, 08/05 & 10/02/2023 meeting were approved as written.		
Minutes from 09/18/2023 meeting were approved as corrected (verbiage updated)		
Members in Attendance: Sheila Orsi, Ethan Melad, Marilyn Borst, Brandon Avery, Sue Lewandowski		
Members Absent: Eva Brown, Jack McClintock		
Guests: Chet L & Brooke C		

Meeting Motions / Actions and Summary of Discussions:

1. Meeting Minutes were approved. Sept 18, 2023 meeting minutes were approved with the correction of the word “extinction” changed to “extension.”
2. Future Meeting Dates - the committee decided to meet on a bi-monthly or “as needed” basis for 2024. Next meeting is planned for March 4, 2024.
3. Complete Streets – an email from BSCG Group was received to the town on Oct 25, 2023 with finalized plans and bidding documents, no word on whether the documents had been approved to move forward. Sheila plans to call Ashley, to get an update on where the town is at in the bidding process?
4. “Rail Trail Extension” Project – update from Brandon. A grant was received to create an extensive design of the project. Considerations regarding funding are happening this week on Thursday for considering the first of many phases of this project. This project ties directly into some of the parking issues for the downtown area as part of this project would open up spaces for the Vibram employees to park, which could potentially allow Vibram to open up some spaces on the North part of Main St for employees that work on Main St to park.
5. Parking –
 - a. After much discussions and ideas, Brooke thought that a joint meeting of the DDC, Safety committee and BOS would be ideal as all three teams are discussing the parking issues for the business customers and employees of Main St.
 - b. The “Salem Lot” behind Jim’s Pizza on Maple Street might a great place for short distance parking for employees- Sheila plans to try to get a hold of the owner to discuss options there.
6. Sue L brought up the QV CDC, which prompted Sheila to discuss the email from Ashley from Kevin Kuros from the MOBDCM. Sheila will work on calling Kevin to discuss how he can help the Downtown businesses.

Minutes respectfully submitted by Sheila Orsi
Minutes approved by committee on
Chairman Signature: