**DOWNTOWN DEVELOPMENT COMMITTEE** **(DDC) MEETING MINUTES**

**May 13, 2019**

**In Attendance:**  Sheila Orsi, (Chairperson), April Pagnoni (Secretary), and Ethan Melad

**Not in Attendance:** Marilynn Borst, Jack McClintock, Jim Fraser

**Meeting Opened:** 6:35PM (April Motion Sheila 2nd).

**Minutes from 4-29-19:** Motion made by Ethan 2nd by April to approve minutes as written. All in favor.

**May Festival:** May 4th. Discussed that we feel we had good feedback by townspeople that we spoke with. Grateful for the FOTH for helping us with tent and table set up. Surveys were distributed. .

**Complete Streets:** Sheila and Jack will attend training on 5-15-19. Our application has been approved. Jack put together a fabulous letter to business owners and interested parties inviting them to come to a meeting on 5-22-19 at the Senior Center to learn about the DDC and what we are trying to do with downtown as well as obtaining

input. There were two small changes and Sheila made motion to accept letter with amendments and Ethan offered 2nd. April, Sheila and Ethan added to the list and split it to send out letters to the business owners as well as to the BOS, police, water, sewer, highway, planning board and fire departments as well as to the NB Historical Museum.

Kwami indicated to Sheila that our application was scored and approved. She will now

send Tier II for technical assistance. Will procure data collection, assess sidewalk conditions, ADA ramps, bike lanes, assess school as to how kids walk to school (path). Kwami will forward the information to Sheila and then we will have to garner the appropriate signatures. Will contract with MA DOT from a MOU.

**Aerial Photos by CMRPC:** Not done as of yet.

**Jacob Knight:** Anything more?.

**MDI:** Kerrie forwarded to April. Perhaps something we can look at this year. To discuss with Kerrie further at next meeting she attends.

**Zoning:** At town meeting, it was approved for two recreational THC facilities (Timeout

property and Jmac Wire (limited). Butch Hart interested?

**Old Business**

 **Grant opportunities:** ADA and USDA (who applies)?

**New Business**: Distressed properties meeting 5-21-19. Marilynn attended and will

fill us in at next meeting.

**Next Meeting:** 5-28-19 @ 6:30PM

**Adjourn:** Sheila made motion Ethan 2nd 7:33pm