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

**July 15, 2019**

**In Attendance:** Sheila Orsi (Chair), April Pagnoni (Secretary), Marilynn Bosrt,

John McClintock, Ethan Melad

**Not in Attendance:** James Fraser

**Meeting Opened: 6:31pm** (motion Sheila, 2nd Ethan)

**Meeting Minutes from 5/28/19-**Motion made by Sheila 2nd by Ethan to accept minutes

as written (all in favor).

**Meeting Minutes from 6-10-19** Need to be transcribed by Sheila Orsi.

**Newspaper article:** Re: grant awards available for vacant storefronts through Economic Assistance Coordinating Council up to $10,000 investment tax credits**. BOS?**

**Diane Nichols COA**: Is applying for an Age and Dementia Friendly Communities to

be a designation in North Brookfield to help with safe walking areas etc. They may want

DDC to write letter to BOS in support of this. It is part of DDC strategic plan and

Marilynn will let us know when the letter is needed and also suggested that she give

Diane Dan Roman name and number from the Common Committee to have him go

to Senior Center to share their plan as well.

**Map of Town**: Kerrie from CMRPC gave us map of Town. Want to ask Chief of Police

if we could maybe hang it somewhere in police meeting room.

**Town Report DDC**: April will email copy to Marilynn as the report never made it to the

town report from 2018. She wanted to share with FOTH.

**MVP Grant:** Kerrie from CMRPC sent info regarding grant. Will discuss with her more

at next time she is at a meeting.

**Quarterly Meeting with All relevant Groups:**  Ethan and Sheila will email Dale

Kiley from BOS to make suggestion so we are all on the same page. This includes, BOS,

DDC, FOTH, Senior Center, Playground Committee, Highway, Water, Sewer

Departments, Downtown Beautification Committee (Sue Lewandowski), Planning/Zoning Board, Police, Fire and any other entities that would apply.

**Zoning:** Basically if there is a need for a change in the by-laws they do it on a case by

case basis. If someone asks then they pursue it. Do we need to send a letter to the

Planning Board. We need to ask Kerrie if there are specific by law changes that we need

to address with what we are doing. We will looking at Zoning By laws and April will

print for next meeting. Specific change in by laws that we may be looking at getting rid

of is “By Special Permit”.

**Jim Metcalf**: Suggestion by Jim Buzzell that we may be interested in talking to him

about SCORE and he may be interested in becoming a member of the DDC. He will

be invited to attend a meeting.

**Next Meeting dates for rest of year:** 8-5-19, 8-19-19, Tuesday 9-3-19, 9-16-19, 10-7-

19, 10-21-19, 11-4-19, 11-18-19, 12-2-19, 12-16-19.

**Motion to Adjourn: 7:48pm** April motion Jack 2nd