North Brookfield Downtown Development Committee (DDC) Meeting Minutes

January 6, 2020

**In Attendance:** Sheila Orsi, Ethan Melad, John McClintock  
Absent: April Pagnoni, Marilynn Borst

**Meeting Opened**: 6:48pm

**Approval of Minutes**: Minutes for 12/16/19 were approved.

**Old Business:**1. Ethan has started a google document to keep track of the Grants and Options that are available for us to apply for. This document should help us to keep track of the ones we are interested in, how much they are worth, what they apply to and when the due dates are for them. This is a great tool. Thank you, Ethan.

2. April is dealing with some personal issues that may lead her to having to drop off the team for now. She is an asset and we would suffer a great loss to see her go.

**New Business**1. Recruitment to committee: We understand that there is a lot of work to be done and many hands make for less work, so we need to recruit a few more passionate, dedicated people to the team. Sheila will reach out to Jim Buzzell from the FOTH to see if he has any suggestions. We were questioning if members need to be residents of the town and considering some of the Main St business owners to join the team. Jack mentioned that Matt & Dawn Seidler might be interested in coming on board. Jim Frazer had been on the team in the beginning of the development of the DDC and we were considering if he might be interested again? A member of Vibram was mentioned as well.

2. As Complete Streets is being worked on, we discussed reaching out to Jim Buzzell to see if the architect that the FOTH is using may suggest a StreetScape or Landscape architect or engineer to help with the development of the Main St intersection. It might be beneficial to reach out to people who have worked together on municipal projects in the past. Complete Streets funds do not cover design and engineering work, the town would have to supply those funds, unless we can find other grants that cover this work as well. The Community Preservation Act was mentioned.

3. Sharon Donovan has been attending many of our meetings and we would be interested in her joining the team. Sheila will reach out to her.

**Next Meeting:** Scheduled for January 21, 2020

**Close of Meeting:** Motion to close meeting made by Sheila Orsi at 7:56 pm, Seconded by Ethan Melad.

Meeting minutes submitted by Sheila Orsi

January 7, 2019