

North Brookfield Downtown Development Committee (DDC) Meeting Minutes

May 4, 2020

In Attendance:

Sheila Orsi, Ethan Melad, Marilynn Borst, Glenna Stocks

Absent: John McClintock, Sharon Donovan

Guests: Sue Lewandowski

Meeting Opened:

6:30 pm

Approval of Minutes:

January 6, March 2, March 16, April 6, and April 20 approved

February 18th minutes to be edited to clarify the breakout groups working on strategic plan goals.

Old Business:

1. Discussion of town park Christmas tree. Waiting for update from Tara on the tree but it is expected to be installed this week or next. Glenna to follow-up with Tara via email.
2. Sheila commented on monthly reporting to Selectmen. She will be giving monthly updates at the Selectmen's meetings.
3. Ethan to reach out to Claire at CMRPC regarding incorporating the town park into Complete Streets projects.
4. Adams Block building discussed. Granite stone steps in front of Adams Block building are not historical. The area is to be surveyed to determine property boundaries. When Nader/Town of NB renovates the sidewalk area, can we possibly store the granite pieces and save them for the town park?
5. Marilynn reported regarding an additional grant applied for town house to cover phase one starting work on renovations. Also, the Heritage Foundation is working on area projects and will be incorporating the Town House into area community funding grant. Hoping the town house can get a piece of that grant as well.

New Business:

Sheila discussed Summer/Fall projects including:

- She is focusing on creating the NB Economic Development Committee.
- DDC will work with selectmen regarding Complete Streets project. Gemma to track when approval for tier two comes in. Tier 3 is next.
- Studying historical items in downtown specifically wall in front of Congregational Church. Brandon had a lot of information. Brandon has questions for Jack. Jack getting info from David Libby. Brandon looking at maps.
- Work on parking issues in downtown area and coordinate with water sewer projects. Shelia to follow-up with water and sewer departments.
- How to coordinate town park with Complete Streets intersection project. Prioritization of Complete Streets projects. Possibly start with project over by the Senior Center.

Next Meeting: Scheduled for Monday May 18, 2020

Close of Meeting: 7:11 pm

Meeting minutes submitted by Glenna Stocks

May 15, 2020