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

**December 17, 2018**

**In Attendance:**  April Pagnoni (Secretary), Sheila Orsi, Jack McClintock,

**Not in Attendance:** Jim Fraser, Adam Gillette

**Others in Attendace:** Marilynn Borst from FOTH, Richard Keenan Water Dept Superintendent, Jason Benoit Highway Department Superintendent, Janet Pierce CMRPC, Andrew CMRPC

**Meeting Opened:** 6:33PM (April motion Jack 2nd).

**Minutes from 12-3-18:** Motion made by Sheila 2nd by Jack to approve minutes as

written.

**Mr. Fraser:** Group discussed email from Mr. Fraser again and it was decided that we need an interim Chairperson of the DDC. April made motion to make Ms. Orsi the interim Chairperson and Jack seconded it. Ms. Orsi agreed to this role for the time being. Jim Buzzell to reached out to Mr. Fraser but has not received any further response from him as to his level of commitment for this committee other than work and health related issues. Group asked Ms. Borst if she would be interested in becoming a member of the DDC. She accepted and Ms. Pagnoni agreed to reach out to Leslie Burton AA for the BOS to find out how we need to get her before BOS to become official member and to get sworn in.

**Media Coverage:** There have been articles in the New Leader and Quaboag Current

that Jack McClintock put together and we received some good press. Mr. McClintok was

thanked for his efforts.

**District Location Technical Assistance 2019 Grant Application:** April will forward additional letters of commitment from the Water Department, Sewer Department and Highway Department to Kerrie Salwa at CMRPC. .

**Complete Streets Draft:** Sheila provided a copy of the draft Complete Streets Policy.

Committee and it was approved by the BOS at the 12-11-18 meeting. It will be fowarded to Dan Daniska. BOS needs to sign it through the “portal”. There were a couple of questions as the way it should be sent and it was agreed that Ms. Orsi would reach out to Dan as well as Kim George to make sure everything is in place and what steps we need to take from there.

**FOTH:** Marilynn indicated that they are working with Eva Brown and Bonnie Milner

from Longview Studio to obtain a grant for consulting and feasability study work making

the upper level of Town Hall “Great Hall” into a performance center. They may be looking for letter of support from DDC for this application. MCC graant for fesability study for $10,000. Application deadline is 1-16-19. Phil Warbass from Oakham an architect walked through Great Hall.

**Tour of Upton Town Hall:** Sheila was going to reach out to the powers that be about a

date that would work for everyone.

**New Business:** Bill King from Planning Board stopped by before the meeting and spoke

to Ms. Pagnoni. He wanted to make us aware that there are two properties in town that

they are looking to see something happen with. The Langevin Auction House (Bagdis is

the owner in Paxton). He wants to sell. Th other is the McGrail Property on Main street

where Mohawk Motors was. (Is there a ASA or historical significance. If so house may

have to be moved but there was discussion of Cumberland Farms or gas station of some

sort by parties that be. Mike Jacobs (Glamer, Kurko and Jacobs) maybe aware of the

property and Janet Pierce said she has worked with him before. Perhaps further

with Mark McGrail or Karen Dever at later date.

**Physical Development Committee:** 1-17 approval of funds and allocate projects (Andrew CMRPC).

**CDBG:** Andrew from CMRPC discussed this. He said it is federal $ that comes through

the state ie water, sewer, sidewalks. This is what is happening in “Little Canada” right

now. Objectives are that must service low to moderate income population (seniors, disabled) and must prevent and remove slums and blight. (Not the whole town). Very

competative $800,000.

**Housing Rehab Loan**: 15 year loan that depreciates. Must commit to staying in the home

for 15 years and pay $0. FY 18 grant due 3-1-19.

**Next Meeting:** 1/7/19 @ 6:30pm Sheila put together meeting list dates for January

to April which were provided to Town Clerk’s office to be posted as well as to Chief of Police so that we can use the hall in the PD.

**Adjorn:** April made motion Jack 2nd Adjorn 7:12pm