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

**February 4, 2019**

**In Attendance:**  Sheila Orsi Interim Chairperson, April Pagnoni (Secretary), Marilynn

Borst (new member recently sworn in by Town Clerk), Kerrie Salwa CMRPC

**Not in Attendance:** Jim Fraser, John McClintock

**Others in Attendance:** Ethan Melad (17 Ashley Road 617-642-7865) ethan@meladstudioworks.com (Interested in the DDC. If would like to join explained

the process of becoming a member.

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

**Minutes from 1-7-19:** Motion made by Sheila 2nd by Marilynn to approve minutes as

written.

**Mr. Gillette:** April informed group that the BOS was notified of his resignation and provided copy to them. He is still welcome back at any time.

**Ms. Borst:** BOS appointed her as a member and was sworn in by Town Clerk.

**Heidi Hunderup:** Unable to make it but hopes to join our next meeting.

**District Location Technical Assistance 2019 Grant Application:** Sheila Jack attended the meeting and presented our grant application. They were happy to attend and Kerrie indicated that it is very helpful when the applicants attend as they are more likely to o

obtain funding. Ours was funded in full.

**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 was forwarded to Dan Daniska. There was an issue that some of the information was incomplete (from

Eileen Gunn MA DOT). Sheila will email Kim to see if she has spoken to and one at

DOT and Kerrie said she would reach out with Dan’s replacement Hoamy tomorrow to see what is missing. Kerrie indicated that Tier 1 is the policy and Tier 2 is coming up

next. 3 best practices to chose.

**FOTH:** April shared email from Eva Brown from the FOTH thanking us for writing letter of support for the MA Cultural Council grant that they were applying for assistance with consulting and feasability study work making the upper level of Town Hall “Great

Hall” into a performance center ($10,000). Application was sent in by deadline of 1-16-19. They continue to teach 3rd graders and it was discussed maybe that Seniors could assist and maybe get community service credits for.

**Tour of Upton Town Hall:** Field trip was attended by Sheila and Jack on 1-22-19. Sheila indicated that it went very well and reports that it is beautiful and they took pictures. Sheila spoke with Kelly from Upton and would like to do another field trip

with the FOTH when it is light out to see their renovations. Sheila indicated that she received information from people in Upton that she forwarded to Jim Buzzell of FOTH that he might be interested in.

**Spot Zoning:** April email Bill King from Planning Board about spot zoning He replied

and April read email to group. He is willing to attend a DDC meeting to further elaborate.

Kerrie had several maps that we looked over that were helpful. We decided take a town

field trip on 2-15-19 @ 8:30 to drive the town of North Brookfield to look at business district, spot zoning etc. April, Sheila, Marilynn and Kerrie committed so far. Area of

Statz the town tried about 2-3 years ago to re-zone that area but residents didn’t want to

change it. April to invite Bill King to 3-4 meeting to talk zoning et. al. 43D expedited

zoning classification.

**CDBG:** Meeting on 1-8-19 at Senior Center. Housing Rehab Program. There appears

to be interest by the residents.

**New Business:** Year end for town report on what the DDC has done to date. April

submitted letter on behalf of committee. Kerrie asked for copy April to email it to her.

**USDA:** Lyndon Nichols, may have programs that may be appropriate for NB. Kerrie

is meeting with him on 2-11-19 and will try and get more information from him and

invite him to attend one of our meetings.

**Main Street Principles:** Mainstreet.org Kerrie will send link. What would be solid

fit for North Brookfield. Inventory of what is downtown.

**Red Building:** Who owns it? Trust?

**Home based buildings in town:** How many? Sheila to email Sheila Buzzell or Tara

Perry.

**Non-profit organizations in town:** 2nd chance, Mason’s Lions Club What else?

**Tech schools:** Bay Path and Tantasqua. Pathfinder?

**Signage for Speeding:** Dennis Trela from Evergreen St reached out to Sheila indicating that he and his wife walk a lot and would like to maybe see speed signs (as part of our project) like in EB from Hannafords to Batchelor Drive as people fly in that area. Also mentioned having blinking lights at the crosswalks. April to email Officer Lazarick to obtain more information.

**Trails:** Discussion about rail trails and connecting what we have in town including the

town forest, Wendermuth Meadow and the rail trail. Kerrie will talk to her people and

to find out if North Brookfield is a Green Community.

**Next Meeting:** 2-19-19 @ 6:30pm

**Adjourn:** Sheila made motion Marilynn 2nd 8:40pm