

North Brookfield Downtown Development Committee (DDC) Meeting Minutes

May 18, 2020

In Attendance:

Marilynn Borst, Sharon Donovan, John McClintock, Ethan Melad, Sheila Orsi, Glenna Stocks

Guests: Suzanne Lewandowski, Susan Lyons

Meeting Opened:

6:45 pm

Approval of Minutes:

May 4, 2020 approved

New Member Approval:

The group voted to approve Sue Lewandowski as new member – Sheila will propose to BOS at next meeting

Old Business:

1. New Christmas tree is installed and looks beautiful.
2. Sheila will provide DDC report at 5/26 Selectmen's meeting.
3. Ethan emailed Claire at CMRPC but hasn't heard back. Ethan is reaching out to other applicants to see the status of their applications.
4. Last week Jim sent out an extensive email on Town House projects. Sharon also reported on the Town House. She has been working with Brandon Avery and Trish Miller at Town House. She has made a lot of progress over the past few months. Next step is to bring in paper shredder. It will be a large job.

In regards to working at the Town House, the group discussed liability issues. We need to find out more about the liability insurance for volunteers. There is a generic form, but it is unclear what it covers. Sharon will talk to Dale and report back.

5. Sheila provided an update on the Economic Development Committee. She is aiming to get that in the works by Fall 2020.

6. John provided an update on Congregational Church. He is still waiting to hear back from David Libby regarding Church history.

7. Sheila talked to John Tripp about parking. He has installed new parking signs for Town House visitors.

New Business:

1. Homework – everyone in the group should look over strategic plan and familiarize themselves with the Strategic Goals. It is available on the town website. We will discuss further at the next meeting.

Next Meeting: Scheduled for Monday June 1, 2020

Close of Meeting: 7:09 pm

Meeting minutes submitted by Glenna Stocks

June 24, 2020

(Approved at June 15, 2020 meeting)