

North Brookfield Downtown Development Committee (DDC)
Meeting Minutes
December 5, 2022

In Attendance:

Sheila Orsi, Ethan Melad Marilynn Borst, Eva Brown, Sue Lewandowski
Guest: Chet Lubelczyk, Brandon Avery, Brooke Canada, Bill King
Absent: Jack McClintock

Meeting Opened:

6:36 pm

The DDC met in the lobby of the police station as the NB Decorating Committee was still in the midst of their meeting. The Conference Room had been double booked and the NBDC meeting went longer than they had anticipated.

Minutes to Approve:

11/01/21 – Motion to accept by Marilynn, seconded by Sheila- Approved
01/03/22 – Motion to accept by Ethan, seconded by Marilynn- Approved
02/07/22 – Motion to accept by Marilynn, seconded by Sheila- Approved
02/22/22 – Update to spelling of ARPA. Motion to accept by Ethan, seconded by Marilynn- Approved
03/07/22 – Update to spelling of ARPA. Motion to accept by Ethan, seconded by Marilynn- Approved
04/18/22 – Update to attendance for Eva. Motion to accept by Marilynn, seconded by Sheila- Approved
05/02/22 – Motion to accept by Marilynn, seconded by Sheila- Approved
06/05/22 – Motion to accept by Ethan, seconded by Sheila- Approved
06/20/22 – Remove language “Meeting minutes approved.” Motion to accept by Marilynn, seconded by Sheila- Approved
08/01/22 – Motion to accept by Ethan, seconded by Sheila- Approved
09/06/22 – Motion to accept by Ethan, seconded by Sheila- Approved
09/19/22 – Update date of meeting from 9/9 to 9/19. Motion to accept by Marilynn, seconded by Sheila- Approved
11/01/21 – Motion to accept by Ethan, seconded by Sheila- Approved

Old Business:

1. Complete Streets Update: Waiting for the town to receive and approve a new contract from BSC Group in order to have compliance to pay for invoices received in March and May of 2022.
2. Complete Streets grant expires in December 2022. Ashley, the BOS admin, has requested an extension to the Complete Streets grant. It has been approved and extended to December of 2023.
3. Shared Streets- Ethan stated he would check to see if we needed to file an extension for this grant as well?

4. One Stop Grant- Eva is waiting on Dan Benoit to give a Scope to add to the grant. She expects to have this grant completed sometime between June and Sept. 2023.
Bill King asked Eva about the Plans for the Town House.

New Business

1. Overall happenings in the downtown area, Fire Station, Highway moving and Sewer updates.
2. Next BOS meeting might be Dec 13 6pm for a possible update on Downtown Happenings.
3. DDC discussed that our next project might be working on solutions to Parking in the downtown area. Brooke thought that might be a good idea.
4. Ethan brought up that the PARC grant opens in January 2023. It looks like a 70/30 reimbursement grant, Playground Committee might be interested in this grant?

Next Meeting Dates:

Next Meeting – January 9, 2022

Close of Meeting: 8:16 pm

Meeting minutes submitted by Sheila Orsi

Approved on January 9, 2022 (Pending)