

North Brookfield Downtown Development Committee (DDC) Meeting Minutes

September 7, 2020

Due to the current Massachusetts recommendations of social distancing and gathering limitations due to the COVID-19 pandemic, this meeting was held both in-person at the North Brookfield Police Station conference room as well as Online through the Zoom.com video conferencing application.

In Attendance: Sheila Orsi, Sharon Donovan, Marilynn Borst, Glenna Stocks, Sue Lewandowski

Absent: John McClintock, Ethan Melad

Guests: Chet Lubelczyk from Finance Committee, Eva Brown from the Friends of the Townhouse, Kim from NB Highway Dept, Gemma from CMRPC, Sue Lyons from Planning Board and Master Plan

Meeting Opened: 6:42pm

Approval of Minutes: Minutes were not available for approval.

Old Business:

This meeting was to go over the Projects to apply for with the 2021 Application for Complete Streets. In attendance to help coordinate projects are Kim from Highway and Gemma from CMRPC.

Projects need to be chosen that amount to not more than \$400,000 a year and engineering costs are not included in the grant funding. It was noted that engineering costs are typically 10 % of the total project. The NB DDC used the Complete Streets Prioritization Plan 2020 to choose projects.

Gemma noted that MassDOT prefers projects that are connected to eh EJ (Environmental Justice) neighborhood. This makes chances of approval higher.

After much discussion, the group decided to apply for Projects 1, 2, 3 & 6. Project 6 includes an EJ neighborhood and ties directly from the area of Projects 1-3. Please see the Prioritization plan for specifics regarding these projects.

We also thought that Projects 9 & 10 might be good to tie Project 6 from in 2022 and would work good with the projects on the Town Common where they plan to build off of the CBDG work going on over in that section of town.

The Complete Streets application project deadline is May 1, 2021 for an August project to begin and October 1, 2021 for a mid-December project to be funded.

Next Meeting: Scheduled for September 21, 2020

Close of Meeting: Motion to close meeting made by Sheila Orsi at 7:36pm, Seconded by Glenna Stocks.

Meeting minutes submitted by Sheila Orsi

October 19, 2020