

North Brookfield Downtown Development Committee (DDC)
Meeting Minutes
July 19, 2021

In Attendance:

Sheila Orsi, Marilynn Borst, Eva Brown, Jack McClintock, Ethan Melad

Guest: Chet Lubelczyk (Fin Comm), Bruce Arnold, Sue Lewandowski (NB Helps), Kathy Crevier, Jim Metcalf

Absent: Sharon Donovan

Meeting Opened:

6:37 pm

Minutes approvals are postponed.

Old Business:

1. Spring Movie Nights
 - a. Ethan reported that the movie nights went well
 - b. Mass Development may continue this program, we have the possibility of hosting this event again in the future.
2. LRRP
 - a. Ethan met with Rhiannon & Abby on Friday June 18. We have been “awarded” a Subject Matter Expert (SME), Jeff Levine, to help guide us through the LRRP Plan. He will have Project Recommendations.
3. TAP Program
 - a. Final written report should be coming by the end of August.

Updates

1. New Member: Eva Brown! Welcome OFFICALLY to the DDC Team Eva!
Eva has been overwhelmingly helpful over the past 2 years, attending practically every DDC meeting as a representative of the Friends of the Townhouse. We are so excited to have her officially a part of the committee!
2. Sue Lewandowski requested to become a member of the DDC. A vote was cast and was a unanimous approval! Welcome Sue!
3. CMRPC Dinner Awards – June 13, 2021
 - a. North Brookfield was awarded the Community Development & Planning Award. In attendance, were members of the DDC and FOTH to accept the award. Articles were published in the New Leader and Quaboag Current – submitted by our own Marilyn Borst. We are proud to accept this award on behalf of North Brookfield.
4. Vision Plan
 - a. This is an evening that will be hosted at the Planning Board, as requested, to try to create a unified vision for North Brookfield to allow all committees vested to have the same goals in mind when working on projects in NB.

5. NBHelps Online:
 - a. Sue Lewandowski as recreated an online version of NBHelps to assist residents with information on events and happenings in and around North Brookfield.
6. Predevelopment Funds
 - a. FOTH is concerned with the need to raise predevelopment funds of \$250,000. Some activities mentioned to help with fundraising are Virtual Auctions, Arts & Music Festivals, etc. The ONE Stop grant advisors suggested that FOTH find methods to raise the funds.
7. Sheila Orsi was nominated to continue as Chair of the DDC. Vote was unanimous. No volunteers for secretary were nominated, the position was tabled.
8. Hybrid meetings: Suggested that next meetings will be in person again at the NB Police Station with an option to join via online video conferencing.
9. Jim Metcalf mentioned the Brownfields (by the Police Station)
 - a. He discussed the possibly of Medical/Office Buildings
 - b. Jim was on the original team when the brownfields were mitigated and he believes that they are buildable.
 - c. All are concerned that there are piles of Highway Dept materials on the property.
 - d. Ethan mentioned that there may be a grant for engineering and design of the brownfields.

New Business

1. Bill Paille from BSC Group – updated the plans for the downtown area.
2. July 14, 2021- A grant is due to help improve the Common. The OSRP in the Master Plan needs to be submitted before this grant can be applied for. Sheila is on the Master Plan Committee and will check to see if it is close enough to completion to be submitted.
3. New Playground (Common) Committee member, Sal, has been appointed, we plan to invite him to attend a DDC meeting.

Next Meeting Dates:

Next Meeting – August 2, 2021

Close of Meeting: 7:46 pm

Meeting minutes submitted by Sheila Orsi

Sept 7, 2021

Approved at September 7, 2021 meeting