

## North Brookfield Downtown Development Committee (DDC) Meeting Minutes

June 15, 2020

### **In Attendance:**

Marilynn Borst, Ethan Melad, Sheila Orsi, Glenna Stocks

Guests: Suzanne Lewandowski

### **Meeting Opened:**

6:45 pm

### **Approval of Minutes:**

May 18, 2020 approved. Motion by Sheila, 2<sup>nd</sup> Marilynn

### **Old Business:**

1. Future meetings location – we will continue with remote meetings for the time being
2. Next meeting – we will skip the 7/6 meeting and resume on 7/20
3. Complete Streets Tier 3 accepted. CMRCP is trying to connect with Ashley and Jason for next steps. Prioritization of projects needs to be determined. Sheila will reach out to CMRCP for details on our involvement.
4. Ethan emailed Claire Bayler at CMRCP regarding park renderings, and she will be working on it. Of the 3 primary grants for the park, the PARC (same as for the Common) is due July 15 and needs open space plan, the MassWorks Infrastructure grant is due in November for FY21. Ethan still needs to see if the MassDevelopment Commonwealth Places deadlines have changed, most likely it would be next spring for '21.

### **New Business:**

1. Landscaping at the Town Sign – Mulching has been done. Sue and Sheila discussed what could be planted there. Sue will reach out to John and determine what could/should be planted. NBHELPS committee is helping to water tree and possibly could help with watering of plantings at Town Sign.

2. Marilyn sent out an email for Danny Roman regarding a grant for the Common. The Open Space Recreation plan and Masterplan need to be updated so he can move forward on that. The documents are a lot of work. CMRPC could take over but that is expensive. Most of the Open Space Recreational just needs to be updated. It will also require meetings and assessments and this won't be done until November/December. Danny needs by July 15. Won't be possible until next year. Danny is working hard and hopefully will see money for that by 2021.
3. Sheila would like us to re-assess strategic plan goals. We will focus on this in August. The group should look them over and we will start committees on them in coming meetings. Sheila will email the document out to the group.

**Next Meeting:** Scheduled for Monday July 20, 2020

**Close of Meeting:** 7:00 pm

Meeting minutes submitted by Glenna Stocks

August 4, 2020

(Approved at August 3, 2020 meeting)