

North Brookfield Downtown Development Committee (DDC)  
Meeting Minutes  
June 21, 2021

**In Attendance:**

Sheila Orsi, Marilynn Borst, Eva Brown

Guest: Chet Lubelczyk (Fin Comm), Brandon Avery (Historical)

Absent:, Sharon Donovan, Jack McClintock, Glenna Stocks, Ethan Melad,

**Meeting Opened:**

6:41 pm

Minutes approvals are postponed.

Monday May 3, 2021- No Meeting

Monday May 17, 2021- Not posted in time to meet

June 7, 2021 – NO OFFICIAL MEETING - TAP Program

**Old Business:**

1. Complete Streets: Presented to the BOS meeting on April 27, 2021
2. Spring Movie Drive in Nights were held May 6, May 27 & June 17.
3. LRRP
  - a. Hosted an online public meeting on May 25, 2021. Video link will be available online soon.
  - b. This report is slated to be completed by September or October.
4. TAP program was held over 2 days
  - a. Friday June 4, 2021 included a Walking site tour and Stakeholder interviews were hosted online in a video conference.
  - b. Monday June 7, 2021 included a Charrette with the SME experts as a private meeting and the evening concluded the 2-day conference in a Public online video presentation of the findings.
  - c. A Final report should be completed by late August, early September. The link to the video of the final presentation will be available online soon.

**New Business**

1. Townhouse: ROAR program banners are up – they look great and hopefully attract local residents to sign up for classes.
2. LRRP:
  - a. Community Engagement Package is in the works
  - b. Ethan is working with Abby & Rhiannon to gather SME request forms
  - c. LRRP was presented to the Planning Board – they spring boarded it and would like to have a joint meeting with DDC, Conservation Commission, and the Common Committee
3. Glenna Stocks: sent an email on June 20, 2021 to Sheila Orsi. It included Minute Reports for February 2021 and her official resignation from the DDC. We are VERY sad to see

Glenna leave the team. She has been a great member as the secretary as well as creating our logo for the DDC and providing us with T-shirts and signage for many events. We look forward to working with Glenna when we team up with NBHelps, as she plans to continue to volunteer in our community!

4. Sharon Donovan: has missed several meetings. We discussed reaching out to Sharon to see if she wanted to stay on the committee. We also discussed other local residents to join the DDC team.
5. Jim Metcalf: has been invited to be a guest at our next meeting.
6. High School Recruitment
  - a. This is a new endeavor we are considering. Speaking with Mr. Rich Lind, the HS Superintendent, to have the HS host an hour where town committees can present their committee to the Juniors and Seniors who need Community Hours to graduate, and get them to be active in the community with local committees.

**Next Meeting Dates:**

July 5<sup>th</sup> – NO Meeting due to vacations

July 19, 2021- Next Meeting.

**Close of Meeting:** 7:19 pm

Meeting minutes submitted by Sheila Orsi

Sept 7, 2021

Approved at September 7, 2021 meeting