



Town of North Brookfield Meeting Minutes

Committee: North Brookfield Downtown Development Committee		
Location: NB Police Station Conference Room		
Meeting Date: 05/06/2024	Called to Order: 6:35pm	Meeting Adjourned: 7:35 pm
Minutes from the 03/04/2024 meeting were approved as written.		
Members in Attendance: Sheila Orsi, Eva Brow, Marilyn Borst & Brandon Avery		
Members Absent: & Jack McClintock Ethan Melad, Sue Lewandowski		
Guests:		

Meeting Motions / Actions and Summary of Discussions:

1. Complete Streets:

Since plans have been approved, Bill Paille and the BSCG Group along with Ashley, the BOS administrator, have worked together to send the construction process out to bid.

- Ashley has prepared and sent a letter to Complete Streets/MassDOT to request an additional \$100,000 to increase the CS grant from \$400,000 to \$500,000, as the grant has increased its award.
- The bid is going out at \$325,615. Contingency is 20%, which is not included in the bid costs and could bring the final project to the \$400,000 mark or above?
- Sheila spoke at the BOS meeting on April 30, 2024 to bring the BOS up-to-date on the project. BSCG Group was checking to see if lighting or additional sidewalks should be implemented in the current project?
- The Town Accountant had requested from the DDC to understand how the grant would be administered... This still needs to be ironed out as the project is developing.

2. Parking in the Downtown Area – Update

- Sheila had written to the Safety Committee through town website link online, but no SC members wrote back. We assume that the link to send messages may be broken. Sheila emailed 2 of the SC members directly the morning of May 6, waiting to hear from them to have a joint meeting regarding parking, traffic and pedestrian safety in the downtown/Main Street area.
- Brandon had a list of ideas for implementable parking suggestions. They included:
 - 2-hour Parking from Spring Street to Maple and Central Street.. This would permit people who need to conduct business, shop, attend meetings etc, time to do so.
 - Eliminate the sidewalk crossing in front of Gillette's and add on street parking. This would also be a safety enhancement.
 - Allow public parking in the Police Station parking area on the Grove Street side.
 - Develop the parking area on Grove Street [behind the police station]
 - Look into purchasing the empty lot at 15 Maple Street for municipal parking.
 - Negotiate with Vibram for 18-24 parking space in their lot on Main Street lot for downtown business parking. In exchange offer free parking in the [new] Grove Street lot.

3. A few random suggestions regarding

- Lighting for Complete Streets sidewalk development on the South side of the street.

- b. Possibly talk to the BSCG Group about completing the sidewalk up to Central Street to allow it to go from one intersection to another.
- c. If the Shared Streets grant (\$200,000) that we have been awarded is not needed in the Complete Streets downtown sidewalk project, possibly the Parks and Rec committee could utilize it to upgrade some of the sidewalks in the Common area.

Meeting adjourned at 7:35 pm

Minutes respectfully submitted by Sheila Orsi
Minutes approved by committee on (see future minutes)
Chairman Signature: (Approved at a future meeting)

