

North Brookfield Downtown Development Committee (DDC)  
Meeting Minutes  
September 7, 2021

**In Attendance:**

Sheila Orsi, Marilynn Borst, Ethan Melad, Sue Lewandowski  
Guest: Chet Lubelczyk (Fin Comm)  
Absent: Jack McClintock, Eva Brown,

**Meeting Opened:**

6:41 pm

Minutes from Feb 1 & 16, March 15, April 5 & 20, June 21 and July 9, 2021 were submitted for approval. Ethan seconded and Marilynn approved. All minutes will be submitted to the website as approved.

**Old Business:**

1. LRRP
  - a. Ethan reported that a draft of the recommendations should be arriving next week.
  - b. There is a possibility that they might request one more public feedback solicitation. Using Common Grounds and the Congregational Church greens this weekend if it's ready. Ideas are:
    - i. Coloring page to solicit activity ideas from townsfolks.
    - ii. A survey sheet
    - iii. Business Directory
2. Committee Participation from the High School
  - a. On the back burner due to administration changes.
3. Complete Streets
  - a. Contract is signed. Sheila needs to get in touch with Bill Paille to get the rest of the engineering done before winter and also have a meeting with BSC Group, The BOS and Fin comm to understand the process better for Spring break ground 2022.
4. TAP
  - a. Received draft, a few technical changes were mentioned. Almost done.

**Updates**

1. ROAR Program
  - a. Has been handed to the FOTH. First event is Sept 11<sup>th</sup>.
  - b. Other events need to be reworked due to Covid challenges. (example, Cool Kids Choir – children can't sing properly with masks on. FOTH is looking to rework the program to be more of a movement, rather than singing program)
2. Planning Board defining Drive Though in bylaws – Sept 22, 2021
3. Bandstand Project

- a. Ethan and Sheila have both reached out to Sal Branciforte, new chair of the Playground committee. We would like to share ideas and grant help with him for the Common. He has not responded to our communications.
- b. There is a Bandstand Project fund raising event happening on Sept 25 at Still Harts Café to raise funds for the Playground Committee.

**New Business**

1. NB Helps is looking for funding to help replace the American flags in town, they are tattered. Cost to replace is approximately \$3,000 (includes poles) Chet suggested it become a “rolling fund” to purchase new materials in smaller batches each year.
2. Fill Empty Business spots
  - a. A few ideas were tossed around to help fill the empty business spots in town. Marilyn is planning to email Nader to share some of our thoughts.

**Next Meeting Dates:**

Next Meeting – September 20, 2021

**Close of Meeting:** 7:59 pm

Meeting minutes submitted by Sheila Orsi

Sept 8, 2021

Approved Sept 20, 2021