

Call to Order: 7:10

Attendance:

✓ Alicia Anderson	✗ Kristin Depasse	✗ Katie Griffin
✗ AnnMarie Kilborn	✓ Sue Lewandowski	✗ Mark Minnucci
✗ Nancy Nykiel	✗ Fitzgerald Pucci	✗ Carol Ryback
✓ Melissa Seidler	✓ Glenna Stocks	✗ Bob Wicks
Guest: Jennifer McCrew	Guest: Andrea Ledous	

Approval of the minutes: Motion by Missy Siedler, 2nd Glenna Stocks Approved

Report of the Treasurer: No report given.

Old Business:

TOWN CHRISTMAS TREE AND PARK REDESIGN: Discussion about the new town Christmas tree, location, and timeline. Dale Kiley was present to inform the group of the Selectmen's plan. John Tripp is working with a landscape architect. The initial phase of redesigning the park will include benches, a path, and a new Christmas tree. Dale scheduled an advisory meeting for 3/16/2020 at 6:00pm at the NBPD to discuss implications of the new tree and park design with related committees...Selectmen, DDC, and NBHELPS.

FUTURE OF NBHELPS/NEW CHAIRPERSON: Sue is stepping down from Chair of NBHELPS. Two current members, Alicia Anderson and Glenna Stocks are interested in filling the role. Dale advised that the new Chair not also hold the role of Secretary and that ideally the Chair should oversee all activities of the group, while each holiday/event had a point person. Alicia made a motion, Missy 2nd, to table the vote until April meeting. Sue will be present to run the April meeting when a new Chair will be appointed.

TIMELINES FOR NBHELPS EVENTS: Sue requested that each person who is point person for an event or task submit a document/manual at the April meeting containing the timeline, dates, contact information, inventory and important information related to their event or task.

New Business:

EARTH DAY CLEANUP:

- Sue announced that Sharon will be the lead/point person for Earth Day.
- Sue would like this to be a more organized team effort with the other town departments. It would be good to work with the school. Sharon to reach out to Mark Minucci and discuss. There was a discussion regarding the NBES greenhouse and possible use by NBHELPS. Sue sent out letter to town departments 2/28/2020. The library and senior center have responded and are on board. Still need to hear from others. Sharon will get in touch with the Vets to see if they want to have a team work on Maple Street.



NBHELPS Statement: NB HELPS is a volunteer-led committee whose mission is the beautification of North Brookfield. Not only does a visually appealing community show community pride, it increases property values, attracts businesses, and improves the neighborhood's image. Beautification projects often inspire more community spirit, socializing, and action.

- We need to reach out to NBPD for guidance on sharps. We may need a couple of containers and NBPD may not be available on the day of the event, so we need to do this ahead of time. Also would be good to have a box for flag disposal.
- Sue discussed the usual process for preparing for the Earth Day event as follows: Advertising usually begins 4/1. Tabloid posters are hung around town and information is shared on social media. A sign up sheet is shared asking teams to commit to a street. PSA's for Poison Ivy, Ticks, and Needles are created and shared. Volunteers are recruited to sit at the Highway Department and collect trash.
- Misc Earth Day notes:

EarthDay.org is a resource for material. We can also get our event on their calendar.

Tshirts – the school has a screenprinter. If we brought them a design, they could print shirts for us.

Should there be an Earth Day subcommittee?

We should communicate/coordinate with May Day Committee (Picnic for the Planet)

NOTES:

New members need to take **Ethics Test** (<https://www.mass.gov/online-conflict-of-interest-law-training>) and need to be sworn in at Town Hall. Members also need to have a CORI check.

Press release contacts: Spencer New Leader (news@stonebridgepress.news) and Quaboag Current ekennedy@turley.com)

Stay on Agenda for easy referral or until completed

- **Insurance Umbrella update:** Need more specifics on what the NB umbrella covers and the process NB HELPS or volunteers must follow. **Sue** to follow up with Town Treasurer.
- Trash containers. Bob Wicks was not at meeting to let us know about possible Rotary involvement. Will put back on the agenda in February.
- Horse drawn sleigh for future years

Next Meeting: Tuesday, April 7, 2020

Adjournment: 8:40



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