

CENTRAL MASSACHUSETTS REGIONAL PLANNING COMMISSION

Quarterly Commission Meeting Minutes

March 10, 2016

At the Commission Offices, 2 Washington Sq., 2nd Fl., Union Station, Worcester, MA 01604-4016

Attending:

Officers:

Chairperson: Howard Drobner, Boylston
Vice Chairperson: John F. Knipe, Jr., Shrewsbury
Treasurer: Otto Lies, Holden
Clerk: Timothy H. Wheeler, Berlin

Alternates/Delegates:

Philip Hubbard, Barre
Richard Baker, Boylston
Charles Diamond, Westborough
Joseph Belrose, Blackstone
Robert Hassinger, Grafton
Peter Krawczyk, Warren
Terrence Cummings, Oxford
John Boyce, Holden
Jean Vincent, Charlton
Don Hutchins, Shrewsbury
Tim Morrell, West Brookfield
Marcia Wagner, Dudley
Jerry Howland, New Braintree
Tim Hogan, Uxbridge
Denny Drewry, Westborough
Scott Paul, Sutton
Adam Menard, Leicester
James R. Bates, Jr., Upton
David Cortese, Douglas

Guests:

Joe Lennarton, Leicester Historical Commission
Don Lennarton, Leicester Historical Commission
Douglas Merton, Barre
Rosemary Scrivens, Economic Development Director, Southbridge
Ann Newburg, Princeton
Bruce Tretor, West Brookfield
Monica, Passero, City of Worcester

Staff:

Janet A. Pierce, Executive Director
Chris Ryan, CDAP Program Manager

Mary Ellen Blunt, Transportation Program Manager
Trish Settles, Municipal Collaboration and Regional Services Program Manager
Dianna Provencher, Business Manager
Paul Dell'Aquila, Principal Planner
Judith C. Pearson, Administrative Assistant

BUSINESS MEETING:

1. Welcome

Opening the meeting at 7:15 P.M. and noting there was a quorum present, Chairperson Drobner welcomed all delegates, alternates, guests and staff to the March 10, 2016 Quarterly Commission meeting.

2. Approval of the Minutes of the January 14, 2016 Quarterly Commission Meeting

Upon a motion by Timothy H. Wheeler, duly seconded by Terrence Cummings, the members unanimously voted to approve the minutes of the January 14, 2016 Quarterly Commission Meeting as presented.

3. FY 2017 Budget

Ms. Pierce presented the Proposed Budget for FY '17 noting anticipated revenue at \$2,740,519 and expenses at \$2,490,519 with pass through monies of \$250,000 for an overall increase of 7.95%. Regarding the anticipated revenues, she listed line items from the Transportation, Municipal Collaboration and Regional Services and Community Development and Planning (CDAP) Departments as well as Local Assessments and interest income.

She then listed the expenses line items that indicated an increase of 17.28% over the last fiscal year. She thanked Mr. Morrell, Mr. Krawczyk, and Mr. Hassinger for their participation on the Budget Sub Committee.

Upon a motion by James R. Bates, Jr., duly seconded by John F. Knipe, Jr., the members unanimously voted to approve the FY '16 budget as presented.

4. Nominating Committee

Mr. Drobner informed the members of the need to convene the Nominating Sub Committee since its members will be producing the slate of officers and sub regional delegates for FY '17. Mr. Drobner said the Committee needs 3 or 4 additional members including the Executive Committee. Mr. Hassinger, Mr. Howland and Mr. Krawczyk volunteered.

REVIEW OF CMRPC ACTIVITIES

Ms. Pierce reviewed the following:

Upcoming retirement of staff members Bill Moisuk, Transportation, Michael Dunne Homeland Security Liason in June, 2016 and Mary Ellen Blunt, Transportation Program Manager, in January of 2017.

Appointment of Jonathan E. Church, AICP, Project Manager for the Commission as the Worcester Regional Transit Authority's (WRTA) new Administrator.

TRANSPORTATION

Unified Planning Work Program (UPWP) announced an increase of 5.1% in their contract with CMRPC beginning in October of 2017 under FASTACT legislation.

Bike and Ped Program with the City of Worcester for new bike racks to be installed in the CMRPC communities

Smart Streets Program in the Town of Spencer

REGIONAL SERVICES/MUNICIPAL COLLABORATION

Event at the Hanover Theater on March 9, 2016 called Sustainable Worcester in conjunction with MassGrown. Ms. Pierce praised the Regional Services Program Manager, Trish Settles, for her work regarding said event.

Application for a \$19,000 Geographic Information Systems (GIS) grant through MassGIS to further enhance assessing records for two communities

Pre-Disaster Mitigation Plan five year update grant for \$202,000

Signing of the Town of Berlin to the Community Compact

COMMUNITY DEVELOPMENT AND PLANNING (CDAP)

Resurgence of the CDAP Program led by Chris Ryan with a tremendous effort from the CDAP staff

District Local Technical Assistance (DLTA)

Community Development Block Grant (CDBG) submitted in Southbridge for \$825,000 for a mini entitlement

CDBG Grant in Leicester and Charlton for \$900,000 with the help of Jim Mazik from Pioneer Valley Planning (PVPC)

United Way of Central Massachusetts Grant for \$12,000 for DataCommon to work on an indicators project

Community Foundation of North Central Massachusetts, \$10,000

Working on 604b grant with Central Massachusetts Storm Water Coalition

Master Plans in Oxford and Mendon

Open Space Plans for West Boylston and Charlton

Planner Services in Barre, Rutland, Upton, Oxford, Dudley and Millbury

Energy Services in Hardwick, Barre and Dudley

Contracts: FFY 2015 Homeland Security Grant for \$135,000, Hardwick Energy Grant Management \$15,000, Massachusetts Association of Health Boards \$8,000 grant Mass In Motion.

Ms. Pierce noted the upcoming Annual Dinner Meeting to be held at the Leicester Country Club on June 9, 2016 with no dinner costs to alternates and delegates. Jay Ash, Secretary of Housing and Economic Development for the Commonwealth of Massachusetts, will be the keynote speaker. There will be an opportunity for a round of golf earlier in the afternoon. Also, a Planning Board Forum meeting will be held on April 21, 2016 in Grafton for all Planning Boards in the CMRPC region. Pizza will be served. She thanked all members and guests for attending.

MILL REDEVELOPMENT PROJECT 2015

Ms. Settles, Municipal Collaboration Program Manager, presented the following PowerPoint:
Project Structure:

TA Connect represented by MassDevelopment and the Massachusetts Department of Housing and Community Development (DHCD) Division of Community

Created or assisted in the creation of marketing materials and a summary of next steps for each community

One of the unique aspects of this project is the peer-to-peer problem solving

The project is funded in part by District Local Technical Assistance (DLTA)

Project Sites: Hardwick, West Warren, Sturbridge, Palmer and Holden

Compiled Resources:

Massachusetts Office of Business Development, Massachusetts Cultural Facilities Fund, Massachusetts Department of Environmental Protection, Massachusetts Division of Ecological Restoration, Preservation Massachusetts, Massachusetts Executive Office of Housing and Economic Development and Mass Development

Models Used

Bigelow Spinning Mills, Clinton, Fisherville Mill, Grafton and Pleasant Street Mills, Easthampton

Future of the Mass Mill Community

UMass Center for Economic Development, UMass Amherst holding a conference on the Future of the Massachusetts Mill Community on April 12, 2016 9:00 AM to 1:00 PM to examine the means and methods to overcome the impediments to mill revitalization and to hear from planners and developers who have succeeded in regenerating these special places. The Conference will be hosted by John Mullin, UMass

Tania Hartford, MassDevelopment presented the following TA Connect Overview:

TA Connect makes connections coordinates efforts and maximizes impacts among the following entities: Commonwealth of Massachusetts, Department of Housing and Community Development (DHCD), Massachusetts Association of Regional Planning Agencies (MARPA) and MassDevelopment

Why TA Connect? – Communities:

Lack of “one stop shopping” which causes difficulty navigation planning and development technical assistance program, hinders connection of right resources to right communities, costs communities time and limited resources and prevents regional focus and leveraging of other resources

Providers:

Lack of state-wide coordination and providers struggle to provide appropriately designated technical assistance

TA Connect Goals:

Coordinate technical assistance for planning and development, build local capacity, stimulate future growth and sustain TA efforts over time

Tools and Resources:

Coordinated Networks, education and capacity building, direct tactical assistance

How it Works:

Intake: Community submits information form describing their needs. TA Connect receives and coordinates review. Form can be found on all partners’ websites

Review: TA Connect partners exchange information and discuss what they know about the community. Team decides next steps to address proposed challenge.

Execution: Community receives a recommendation regarding capacity-building and/or direct tactical assistance. TA Connect provides regular follow-up to ensure progress

Ms. Settles and Ms. Hartford then fielded questions and comments from the members.

Ms. Pierce then challenged the members to invite her to their respective communities to get to know what each town offers. Delegates and alternates from Berlin, Oxford, Westborough, Barre and Southbridge described some highlights of their communities.

A motion was made and seconded to adjourn the March 10, 2016 Quarterly Commission Meeting.

Respectfully submitted,

Judith C. Pearson
Administrative Assistant