

*Celebrating Fifty Years of Service - 1963-2013*

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Approved: February 20, 2014

**CMRPC Physical Development Committee**  
**Meeting Minutes**  
January 23, 2014

- Present:** Chair Tim Wheeler, Bob Hassinger, Otto Lies, Chris Baehrecke, Peter Krawczyk, and Kathleen Keohane (Quorum – Yes)
- Absent:** Bill Linnane, Al Lanni
- Staff:** Chris Ryan, Trish Settles, Janet Pierce, Mark Widner
- Guest:** Carol Costello (Berlin-Boylston Public Schools) and Ruth Blandin (Chair, Tahanto Regional School Committee), Clarence Snyder (Brookfield Ag Com), Nick Childs (Grafton EMS), Brad Weber (Rutland Fire Chief)

The meeting was called to order at 7:07 pm.

**Minutes:** ***MOTION** was made by Ms. Keohane to approve the minutes of November 14, 2013 meeting. Seconded by Mr. Baehrecke, the motion carried unanimously.*

**DLTA 2014 proposals**

EMS Procurement – Request for \$26,400

Janet gave a brief overview of the EMS Procurement Proposal (hard copy was provided to committee members). The project will enable participating communities to negotiate and purchase supplies at a better price than they would individually. Models exist at SRPEDD and in Kansas. Nick Childs of Grafton and Brad Weber of Rutland provided their thoughts regarding the project need and the region's benefit. Funding will provide seed money that will set up the organizational infrastructure. There are multiple options for how to fund the future operations once the organization is set up. Once set up the infrastructure/organization will likely be able to add other capacity and abilities, such as billing, inventory, training, services, etc.

Berlin-Boylston Public School Regionalization Feasibility Analysis – Request \$23,240

Janet gave a brief overview of the proposal (hard copy provided to committee members). The project will provide CMRPC facilitation and analysis resources to conduct a study intended to demonstrate the possible benefits or challenges associated with regionalization of the Berlin-Boylston Public Schools to the elementary school level. Currently grades 6-12 are regionalized. Carol Costello (Berlin-Boylston Public Schools) and Ruth Blandin (Chair, Tahanto Regional School District) were present to discuss the need for CMRPC resources.

#### Berlin Boylston Shared Human Resources Personnel – Request \$7,320

Janet gave a brief overview of the proposal (hard copy provided to committee members). The project seeks to identify costs savings that might be realized if the Town of Berlin and Boylston and their Schools shared a human resource staff. Based on identified costs and benefits, and IMA would likely be drafted if desired by the participating agencies.

#### Regional Agricultural Council – Request \$39,040

Trish gave a brief overview of the proposal (hard copy provided to committee members). This project will provide CMRPC organizing resources to facilitate the organization of a council of farmers and other to develop goals and action strategy as a logical outcome of the findings of the Rural-11 Prioritization Project. Clarence Snyder from Brookfield was present to express his support for the project and his commitment to taking on a leadership role.

#### CMRPC Joint Procurement Program – Request \$5,000

Janet gave a brief overview of the proposal (hard copy provided to committee members). This proposal seeks to continue and expand the benefits of the program from last year. This project differs from the EMS procurement in that it will cover a wide variety of goods and services.

#### General Regional Services – Request \$5,200

Janet gave a brief overview of the proposal (hard copy provided to committee members). The intention of this proposal is to cover the need for CMRPC resources to facilitate broad regional collaboration including efforts with the Brookfield Highway Group, Legislative Affairs Breakfasts, Quarterly Manager's Meetings, etc.

#### **2013 DLTA project status and budget update.**

Janet reviewed the final DLTA budget from last year. (Hard copy budget provided). All of the funds were expended on Admin, Rural-11, Priority Development Area Feasibility Analyses, Housing, Regional Services, the Westborough Bikeway, UMass survey, and the Lost Village Scenic Byway. With the cash match, a total of \$173,226.90 was allocated.

#### **Community Development and Planning (CDAP) Department Report**

Chris briefly discussed the CDAP Project lists for 2014 which included current and projected activities. (Hard copy project tracking spreadsheet provided).

#### **DLTA 2014 Allocation**

*Mr. Baerhecke made a **MOTION** to fund the requested amounts as indicated on the spreadsheet with the exception of the Regional Agricultural Council which he proposed would be funded at \$10,000 unless and until there is a demonstration of community support and commitment and a more specifics on project goals. The motion was seconded by Mr. Lies. The motion carried unanimously. Total amount allocated \$89,402.95 of the available \$257,101.95 (34.77%)*

Staff indicated that prior to the next meeting another solicitation of projects would be distributed to community leaders throughout the region. New proposals will be distributed to

the committee for their review a week prior to the next Physical Development Committee Meeting.

**Announcements/Other Upcoming Meetings**

The CMRPC Quarterly commission meeting is scheduled for March 13<sup>th</sup>.

Trish asked everyone to look for and respond to the legislative priorities survey.

**Next meeting:** Thursday, February 20, 2014 at 7:00pm.

**Adjournment** A **MOTION** was made by Ms. Keohane, seconded by Mr. Hassinger, and all present voted in favor to adjourn at 9:20 p.m.

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