

Approved January 17, 2013

**CMRPC Physical Development Committee  
Meeting Minutes  
November 15, 2012**

**Present:** Chair Tim Wheeler, Otto Lies, Peter Krawczyk, Bob Hassinger, and Al Lanni

**Staff:** Trish Settles, Vera Kalias, Janet Pierce

**Guests:** John O'Leary from the Town of Barre

The meeting was called to order at 7:08 pm.

**Minutes:** ***MOTION*** was made by Mr. Lies to approve the minutes of October 18, 2012. Seconded by Mr. Lanni, the motion carried unanimously.

**Review current CDAP projects/DLTA Projects**

Staff reviewed the current projects. Committee members asked a few clarifying questions. There was brief discussion of work under development.

**Consideration of reallocation of DLTA funding**

Ms. Pierce presented the previous allocation of DLTA funding and then proposed an amended budget in light of current project status.

The proposed amended budget includes an allocation for a project entitled Rural-11 and a project from Westborough. The backgrounds of these projects and their requests were presented. The work on these two projects would occur in the remaining weeks of 2012. Mr. O'Leary from Barre ensured the committee that the Town of Barre was eager to participate in the Rural-11. An email from the Town of Brookfield indicating their support of the project was made available. Trish further indicated that Tim Dodd of Westborough was anxious to have CMRPC's assistance with bicycle pedestrian planning in the region. Letters and emails from Mr. Dodd were made available to the committee as proof of commitment.

A motion was made to adopt the budget as amended by Mr. Lanni, seconded by Mr. Lies. The motion carried.

**2013 DLTA**

A form for presentation of DLTA 2013 requests was presented for discussion. In the future and when available, the committee will be provided with the 2013 contract from DHCD. The guidance and requirements will be reviewed at a future meeting. Quarterly and annual reports submitted to DHCD will be shared with the committee.

Staff expects to have requests for 2013 DLTA allocation ready for the January Physical Development Committee meeting. These requests will be developed in coordination with municipal staff and volunteers seeking DLTA resources.

**Announcements/Upcoming Meeting**

Legislative Affairs Breakfast: November 16<sup>th</sup>, 8am

**Next meeting:** January 17<sup>th</sup> with January 24<sup>th</sup> snow date if needed

**Adjournment** A Motion was made by Mr. Lanni, seconded by Mr. Lies, and all present voted in favor to adjourn at 8:59 p.m.

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