

Celebrating Fifty Years of Service - 1963-2013

Approved: January 23, 2014

**CMRPC Physical Development Committee
Meeting Minutes
November 14, 2013**

Present: Chair Tim Wheeler, Bob Hassinger, Bill Linnane, Chris Baehrecke, Al Lanni, Peter Krawczyk, and Kathleen Keohane
Absent: Otto Lies
Staff: Larry Adams, and Janet Pierce
Guest: Howard Drobner, Commission Chair

The meeting was called to order at 6:10 pm.

Minutes: **MOTION** was made by Mr. Hassinger to approve the minutes of July 11, 2013 meeting. Seconded by Ms. Keohane, the motion carried unanimously.

Community Development and Planning (CDAP) Department Staffing Update

Candidate Chris Ryan has received approval by the Executive Committee to take the position of CDAP Manager. Chris comes to us from MAPC where he led efforts related to the Casino proposals. He holds a Ph.D. and is AICP credentialed. He has also worked in Ayer. He expects to work 3 days per week in December becoming full-time in January.

2013 DLTA project status and budget update.

Janet Pierce reviewed the 2013 DLTA project status and a memo dated October 31, 2013 prepared by Trish Settles that provided CDAP project updates in Trish's absence.

Janet provided information on submitted CIC applications: EMS/ALS and Shared Bucket Truck. In addition, to the potential 2014 DLTA projects suggested in Trish's memo, Janet alluded to initial discussions regarding additional Regional Services requests for DLTA 2014 funding including: EMS procurement, Berlin and Boylston shared Human Resources (HR) staff, Spencer and Leicester Shared Dispatch.

Modifications to 2013 DLTA funding allocations

A **MOTION** was made by Kathleen Keohane, and seconded by Al Lanni to reallocate \$4,077.90 to the Rural-11 project budget. The motion carried unanimously.

2014 DLTA Projects

Janet reported that CMRPC will have \$244,859 for 2014. The committee discussed the 2014 DLTA project nomination process. Suggestions were made to modify the nomination form used in 2013. A new nomination application will be sent out in mid-December. The first round of requests will be reviewed at the Committee meeting in January 2014.

Announcements/Other Upcoming Meetings

The CMRPC Quarterly commission meeting is scheduled for January 9th

Next meeting: Thursday, January 23, 2014 at 7:00pm

Adjournment *A MOTION was made by Mr. Hassinger, seconded by Mr. Lanni, and all present voted in favor to adjourn at 7:03 p.m.*

Approved: January 23, 2014