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CENTRAL MASSACHUSETTS REGIONAL PLANNING COMMISSION

June 26, 2025 Executive Committee Meeting Minutes

Hybrid Meeting

Attending Officers:	Attending Sub-Regional Delegates:
Chairperson: Howard N. Drobner, Boylston	Central City: David Quiroa, Worcester*
Vice Chair: Robert Hassinger, Grafton*	Southwest: William Trifone, Dudley*
Treasurer: Daniel Schur, Westborough	West: Jared Grigg, Spencer*
Clerk: Timothy H. Wheeler, Berlin*	North: Otto Lies, Holden*
Asst. Clerk, Barur Rajeshkumar, West Boylston*	
	Not In Attendance:
Staff:	Southeast: Walter Baker, Sutton
Janet A. Pierce, Executive Director	Northeast: Julianne Hirsh, Northborough
Sujatha Krishnan, Deputy Director, Transportation*	
Trish Settles, Deputy Director, RCCP	
Stephanie Toupin, Deputy Director, Administration*	Attendees
Dara Griswold, Finance Manager*	Mary Bulso, Blackstone
Anthony Senesi, Communications*	*indicates remote participation

Call to Order:

Chairperson Drobner called the Executive Committee meeting to order at 7:00 p.m. with a roll call to establish a quorum.

Approval of Minutes:

Motion: to accept the Executive Committee Meeting Minutes from May 29, 2025. Moved by Mr. Schur, seconded by Mr. Hassinger. Roll Call Vote. **Motion Unanimously Approved.**

Public Comment:

None.

Executive Director’s Report:

1. **Staffing and Administration (Janet Pierce)**

A. Staffing

- Ms. Pierce stated that Ron Barron, a former employee of RCCP, will began working at RCCP in June.

B. Annual Meeting & Awards Dinner

- Ms. Pierce thanked the Executive Committee members for their participation in the Annual Meeting & Awards Dinner

C. Recognizing Chairperson Howard Drobner

- Ms. Pierce thanked Howard Drobner for his service as Chairperson for the past few years. Ms. Pierce stated that she appreciated his steadfast leadership of CMRPC.
- Chair Drobner thanked Ms. Pierce and the Deputy Executive Directors for their efforts. Chair Drobner thanked the Executive Committee.

2. **Transportation (Deputy Exec. Director, Sujatha Krishnan)**

- Ms. Krishnan stated that Community One Stop for Growth applications are completed, and she stated that the TIP and UPWP are completed.
- Ms. Krishnan stated that she will be on vacation for the next four weeks.
- Ms. Krishnan stated that there are three Transportation interns who are conducting traffic counting.

3. **Regional Collaboration and Community Planning (Deputy Exec. Director, Trish Settles)**

- Ms. Settles thanked Chairperson Drobner for his leadership at the Executive Committee.
- Ms. Settles stated that the Grafton Master Plan is complete and has been submitted to the State and the Town of Grafton.
- Ms. Settles stated that the Leicester Master Plan will be wrapping up in the coming months.
- Ms. Settles stated that the Spencer Master Plan will be adopted on June 15, 2025.
- Ms. Settles stated that the EDA Regional Brownfields Assistance grant is moving forward, and they are working on the scope.
- Ms. Settles stated that RCCP staff have been trained to map recreational assets in the region by the Massachusetts Office of Outdoor Recreation.
- Ms. Settles stated that contracts were signed recently for the Aquatics Invasives Plan in the Brookfields, Millbury and Mendon Subdivision Rules and Regulations, Berlin Zoning Bylaw Update, Berlin Subdivision Rules and Regulations, Charlton Housing Production Plan, Northbridge Transfer Development Rights, Central Massachusetts Milltown Project, and the Barre Master Plan.
- Ms. Settles stated that Jane Wyrick was recently promoted as the Land Use and Zoning Director.
- Ms. Settles stated that all the RPAs submitted a proposal for a Commonwealth-wide Integrated Land Use Strategy.
- Ms. Settles stated that by the end of the year, Imagine 2050 will be finalized and completed.
- Ms. Settles stated that the Climate Pollution Reduction Grant is moving forward.

- Ms. Settles stated that four projects for the Municipal Vulnerability Preparedness (MVP) for the Mumford River Watershed communities have been identified.
 - The Town of Sutton will be completing a community garden project.
 - The Town of Uxbridge will be completing a preliminary concept for a resilient food forest.
 - The Town of Northbridge will be completing a project regarding invasive species management.
- Ms. Settles stated that Green Communities Technical Assistance is continuing forward and assisting the Town of Princeton.
- Ms. Settles stated that CMRPC and MRPC are organizing a Central Mass Planners Therapy networking event at Greater Good Brewery in Worcester. She stated that it is being sponsored by the MA-APA.

4. Human Resources (Deputy Exec. Director, Stephanie Toupin)

- Ms. Toupin stated that two new full-time employees were onboarded this month, and four interns began at CMRPC.
- Ms. Toupin stated that there is only one open position for the Public Health Regional Trainer position.
- Ms. Toupin stated that she is receiving quotes for the review of the CMRPC Employee Handbook by a law firm. She stated that the drafted Handbook would be reviewed in one month.
- Ms. Toupin stated that she is working to finalize updated salary and benefits for FY26.

Approval of Warrant for Payment of Bills and Review of Financial Statements:

Ms. Griswold presented Warrant 25-12 for the month of June totaling \$150,731.38. She stated that \$109,740.00 is pass-throughs and \$40,991.38 is CMRPC expenditures.

Motion: to approve Warrant 25-12 for the month of June in the amount of \$150,731.38. Moved by Mr. Rajeshkumar, Seconded by Mr. Quiroa.

Roll Call Vote. **Motion Unanimously Approved.**

Committee and Sub-Regional Briefings:

- 1. Transportation** – Mr. Hassinger stated that the Transportation Committee voted to recommend Amendment #8 of the 2025-2028 TIP. Mr. Hassinger stated that the Committee heard about the I-290/Vernon Street Transportation Study, Regional Housing & Transportation Study, and the SS4A Action Plan.
- 2. Legislative Affairs** – Mr. Senesi stated that a Legislative Affairs Breakfast will be held in the Fall 2025.
- 3. Physical Development** – No updates.
- 4. Personnel Subcommittee** – No updates.

5. **SWCEDO** – No updates.

6. **Sub-Regional** –

- Mr. Rajeshkumar stated that West Boylston has a new Senior Center Director.
- Mr. Grigg stated that the Town of Spencer regionalized dispatch services with the Town of Rutland. There was discussion regarding other municipalities that may be interested in regionalizing dispatch services. Mr. Grigg described the supplemental funding sources that could be accessed when forming a regional dispatch center in Massachusetts.
- Mr. Hassinger stated that the Grafton Planning Board adopted the Grafton Master Plan.
- Mr. Schur described proposed language that would add a tax associated with the number of miles that an individual drives in Massachusetts. He said that it could hurt rural communities in Central Massachusetts.

New Business:

- Ms. Bulso described her experience with the Town of Blackstone and other CMRPC Committees. Ms. Bulso stated that she is looking forward to being part of the Executive Committee in FY26.

Adjournment: Having completed all business, Chair Drobner adjourned the meeting at 7:46 pm.

Documents:

June 2025 Warrant

Draft Minutes May 29, 2025

Respectfully submitted by Anthony Senesi, CMRPC.