



1 Mercantile Street – Suite 520  
Worcester, MA 01608  
P: 508.756.7717 F: 508.792.6818  
www.cmrpc.org

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## Physical Development Committee

January 18, 2024, 6:30 pm  
Remote Meeting

### MINUTES

**Members Present:** Tim Wheeler (Chairman), Otto Lies (Vice Chair), Bob Hassinger, Jean Vincent, Jared Grigg, Conor McCormack, Rebekah Cornel  
**Members Absent:** Julianne Hirsh  
**Staff:** Anthony Senesi, Trish Settles, Janet Pierce, Jane Wyrick, and Sarah Plutnicki  
**Guests:** None

1. Call to Order: The meeting was called to order at 6:33 pm.
2. Committee membership: Tim welcomed Conor McCormack as our newest member of the Committee. Conor is on the City of Worcester Planning Board.
3. Consider approving the minutes of November 2, 2023: ***A motion was made by Bob Hassinger and seconded by Otto Lies to accept the minutes of November 2, 2023. All present voted in favor of the Motion. Motion passed.***
4. Summary of DLTA 2023 and DLTA 2023  
Wrapped up DLTA 2023 and reported to EOHLC. 24 different projects that were solicited on 3 different occasions. We are roughly 70 percent of the Augmentation funding.
5. The following projects were presented as identified in the table below.

District Local Technical Assistance (DLTA) CY2024						
		DLTA Awarded		\$ 265,574.00	\$ 265,574.00	
		DLTA Match from CMRPC		\$ 26,557.40	\$ 26,557.40	
		Total Funds Available for Projects		\$ 292,131.40	\$ 292,131.40	
Project Name	Towns included	1-Planning for Growth; 2-Planning For Housing; 3-Regional Services; 4- Community Compact; 5- Housing Choice; 6-MBTA Community	Project Lead	Project Requests	Resources Allocated	Guest ?
Admin = 10% Match	All	0	Trish Settles	\$ 26,557.40	\$ 26,557.40	No
Millville Economic Development Plan	Millville	1	Sarah O'Brien	\$ 14,507.00	\$ 14,507.00	Yes; Dylan and/or Pam
Grafton Mixed Use Incentive	Grafton	1,2,6	Gabe Trevor	\$ 7,500.00	\$ 7,500.00	Yes; Fiona
Leicester Wayfinding	Leicester	1	Elena Ion	\$ 7,879.65	\$ 7,879.65	Yes; Kristen
Hardwick Trail	Hardwick	1	Sam Carter	\$ 12,500.00	\$ 12,500.00	?
Accessory Dwelling Unit TA	Auburn, Berlin, Grafton and Others	2	Jasifa Chowdrury	\$ 19,750.00	\$ 19,750.00	?
Economic Development Support	Leicester and Oxford	1	Kerrie Salwa	\$ 25,000.00	\$ 25,000.00	Yes; Kristen
Berlin Zoning Diagnostic	Berlin	1,2	Jane Wyrick	\$ 8,000.00	\$ 8,000.00	Yes; Tim
Arts and Cultural Inventory Phase 2	Worcester, Southbridge and others	1	Ethan Melad	\$ 12,500.00	\$ 12,500.00	?
Regional Services	All	3	Connor Robichaud	\$ 12,500.00	\$ 12,500.00	No
Milltown Caucus	Milltowns	1	Kerrie Salwa	\$ 12,000.00	\$ 12,000.00	No
EEA Match Round 6	Auburn, Hardwick, Grafton, Sutton, Douglas	1,2	Trish Settles	\$ 4,296.00	\$ 4,296.00	No
EEA Match Round 7	Boylston, West Boylston, Worcester	1,2	Trish Settles	\$ 4,653.00	\$ 4,653.00	No
Green Communities Assistance	Green Communities and Regional School Districts	1	Ian McElwee; Julia Moore	\$ 15,000.00	\$ 15,000.00	No
			Funds Requested	\$ 182,643.05	\$ 182,643.05	Allocated
				\$ 109,488.35	\$ 109,488.35	Remaining

**Jared made a motion to accept the recommended projects as listed above. The motion was seconded by Rebekah and all present, voted in favor. The Motion passed.**

6. Timing of the next solicitation.

The 2<sup>nd</sup> solicitation will go out end of January and the project resource requests due in mid March for review in mid to late March. We will do a Q&A session ahead of the due date for interested applicants.

7. Adjourn

**A motion was made by Bob Hassinger and seconded by Rebekah Cornell to adjourn the meeting. Tim Wheeler did a roll call vote. The motion passed. The meeting adjourned at 8:22pm**

**Respectfully submitted by Trish Settles**