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Physical Development Committee

Thursday February 17, 2022, 6:30 pm to 8:30 pm
Remote Meeting

MINUTES

Members Present: Tim Wheeler (Chairman), Otto Lies (Vice Chair), Bob Hassinger, Julianne Hirsh, Rebekah Cornell, Jean Vincent

Members Absent: None

Staff: Janet Pierce, Trish Settles, Emily Glaubitz, Connor Robichaud, Dominique DuTremble, Kerrie Salwa, Faye Rhault, Sarah Adams, Jane Wyrick

Guests: Jack Hunter (Mendon), Jen Hager (Sutton), Paul Dell'Aquila (Upton), James Fuccione (MHAC)

1. Call to Order: The meeting was called to order at 6:30 PM
2. Introductions: The Committee introduced themselves and welcomed CMRPC staff and guests to the meeting. Julianne Hirsh noted that she would be leaving early and Tim Wheeler noted that he would be leaving briefly during the meeting but returning for the vote on allocations. In Tim's absence, Otto Lies takes over as Chair.
3. Consider Approving Minutes November 4, 2021 meeting:
A motion to approve these minutes was made by Bob Hassinger and seconded by Otto Lies. All members voted in favor. Motion passed.
4. 2022 DLTA Funding Requests – Round 1

Chairman Tim Wheeler led the meeting, asking the guests to first present their project proposals, followed by CMRPC staff presenting proposals on behalf of towns with no representative attending. Each representative introduced their proposal by providing background information for the proposed project along with providing a scope for reference. A summary of the presentations is as follows:

- a. Auburn Housing Production Plan Update – Emily Glaubitz presented on behalf of the Town of Auburn on a proposal to update their current Housing Production Plan. The DHCD-approved Plan expires in September 2022, after 5 years of being in effect. An approved HPP paired with an increase of affordable housing units by 0.5% of the town's total stock per year allows the Town to deny comprehensive permits to developers seeking to override local zoning bylaws. The existing Plan will need the most recent data available, a robust public outreach process, and updates to the current housing strategies.
- b. EEA Round 4 Match – Trish Settles provided information for this allocation request. This is the final match needed for the seven projects of the EOAAA 2020 Planning Assistance Grant allocation. Master Plan elements in Hopedale, Mendon, Boylston, and Rutland, a Housing Production Plan for

Spencer, and Reimagining Main Street in Uxbridge should all be completed by June 30, 2022. The seventh project match for the Regional Land Use Zoning Diagnostic will be met by CMRPC.

- c. EEA Round 5 Match – Trish Settles provided information for this allocation request. The fifth round of funding that CMRPC has received from the EOEEA Planning Assistance Grant Program includes a continuation of Master Plan elements for Mendon, Rutland, and Hopedale, an Open Space and Recreation Plan for Douglas, Phase 1 of a Regional Infrastructure Plan, and a continuation of the Regional Housing Study from EOEEA Round 3. This is the first match requested to complete these projects and CMRPC will return to Physical Development next year to request the remaining match amount.
- d. Green Communities – Sarah Adams described the funding allocation request for the Green Communities project. She stated that this program has been widely successful in past years, citing numerous achievements, however oftentimes the funding they are awarded from REPA does not accurately reflect the amount of work that it takes to address all of the help that communities need with this program. This funding gap from DLTA will cover the work that CMRPC does to help get communities designated, conduct annual reporting, hold a regional energy workshop, and much more. Janet Pierce noted that the Green Communities program brings in millions of dollars to the region in green energy funding.
- e. Healthy Aging – Faye Rhault provided a slideshow presentation to describe the background of the project and the importance of Age Friendly communities. James Fuccione from Massachusetts Healthy Aging Collaborative (MHAC) was present to provide supportive context to the proposal. The presentation introduced what Age Friendly Communities are and which communities have started taking advantage of the available resources and becoming designated. Faye described the steps that are needed to become designated as an Age Friendly Community and how this designation will support other planning efforts, noting that the inclusivity of older adults in the physical and social environments of a community can support well-rounded healthy aging. CMRPC is trying to return to the progress made on this topic before COVID-19 derailed many of the efforts.
- f. Imagine 2050 – Trish described CMRPC's launch of its Regional Plan in 2021. So far, CMRPC's past two Quarterly meetings have been opportunities to gather public input on the three pillars of the plan: Economy, Environment, and Equity. It is necessary to gather much more public input, which will help develop a vision and scenarios to be considered for strategy development. Trish noted that this DLTA funding will help CMRPC staff get out to our communities at town commons, town fairs, and other community events to gather feedback in ways beyond traditional surveys and workshops.
- g. MBTA Community Technical Assistance – Trish Settles introduced this project request, providing a background on the new Section 3A, that came from the economic development bill, and what the draft guidelines require from applicable communities. CMRPC's assistance will support 14 communities in the region to meet interim compliance and eventually full compliance. CMRPC has been in contact with Mass Housing Partnership to coordinate efforts to provide supportive services. Jen Hager was also present to echo the need for CMRPC's support, given the very limited capacity of staff and volunteers of these communities. Jen commented that the Commission's assistance in all past projects has been outstanding. It was noted that the State is highly encouraging DLTA funding to be allocated to help towns and cities with compliance.
- h. Mendon/Upton Façade Improvements – Jack Hunter and Paul Dell'Aquila, from Mendon and Upton respectively, attended the meeting to support this project proposal. Dominique DuTremble and Sarah Adams introduced what a façade improvement program entails and what efforts would be required to establish one. Both towns came up with the idea for this program separately, and when

Mendon’s REDO application for this program was not funded, the opportunity arose for the two towns to collaborate. This is a new topic for the region to explore and this regional effort could serve as a pilot for other towns interested in pursuing something similar. In many communities’ Rapid Recovery Plans, the need for a façade improvement program was specifically mentioned as a goal.

- i. Regional Services – Connor Robichaud briefly summarized the work that has been accomplished since last year under regional services. This includes regional animal control, accounting, feasibility studies, fuel procurement, shared government positions, and more. This year’s ask has been reduced from previous years as CMRPC finds ways to continue this work using other funding sources.
- j. Rural Caucus – Trish Settles leads the Rural Caucus efforts, which is an opportunity to collaborate on topics that are unique to rural communities. CMRPC facilitates meetings/events focused on regional collaboration. The DLTA funding will be used to continue hosting meetings and developing meaningful content for each meeting, including staying up to date with current legislation.
- k. Southern Worcester County Economic Development Organization – Kerrie Salwa described her role within the SWCEDO and how rewarding it is to watch this organization evolve. CMRPC employees staffing the meetings of the SWCEDO have assisted with massive applications to the EDA. Kerrie meets with a MARPA group on a monthly basis to collaborate on statewide projects such as applications for Build Back Better funding. The DLTA funding will be used to continue supporting meetings and funding applications, as well as writing an update to the CEDS which will include a new resiliency chapter.

Following the proposal presentations, a discussion amongst Committee members was held to determine funding allocation. Questions and concerns were fielded to the group regarding the façade improvement program and the housing production plan. There was concern that the two weeks notification for proposals was not enough time for all communities to pull together a project application, therefore it is important to leave funding available for the next round.

A motion was made by Bob Hassinger to approve project proposals with the exception of the Auburn Housing Production Plan, plus reduce SWCEDO to \$5,000 and Imagine 2050 to \$15,000. The motion was seconded by Rebekah Cornell. Tim Wheeler conducted a roll call. All present voted in favor. The motion passed unanimously. The total amount approved for Round 1 is \$177,607, leaving \$114,524 remaining for the Committee to allocate in Round 2.

Element Number	Element Name	Estimated CMRPC costs
320800	Admin	\$ 13,279
	Auburn HPP Update	\$ -
320801	EEA Round 4 Match	\$ 22,976
320802	EEA Round 5 Match	\$ 41,804
320803	Green Communities	\$ 5,000
320804	Healthy Aging	\$ 24,425
320805	Imagine 2050	\$ 15,000
320806	MBTA Community TA	\$ 40,123
320807	Mendon Upton Façade	\$ 10,000

320808	Regional Services	\$ 5,000
320809	Rural Caucus	\$ 7,000
320810	SWCEDO	\$ 5,000
	Total	\$ 177,607
	Remaining to be allocated	\$ 114,524

5. Next meeting Date: The second solicitation will occur in March. The next meeting will take place on March 17, 2022.
6. Adjourn: ***A motion to adjourn was made by Bob Hassinger and seconded by Rebekah Cornell. All members voted in favor. The meeting adjourned.***

2022 DLTA Contract	\$265,574
CMRPC Match (5%) = Admin	\$13,279
Other Match (5%)	\$13,279
Total DLTA	\$292,131
Total Request Round 1 Allocated (February 2022)	\$177,607
Remaining to be allocated	\$114,524

#	Town	Project	Funding Requested	Proponent	Attending	Funding Approval
0	CMRPC	<u>Admin</u>	\$13,279	Trish Settles	Yes	\$13,279
1	Auburn	<u>Auburn HPP Update</u>	\$15,000	Emily Glaubitz	Yes	\$0
2	Boylston, Uxbridge, Mendon, Rutland, Spencer, Hopedale	<u>EEA Round 4 Match</u>	\$22,976	Trish Settles	Yes	\$22,976
3	Douglas, Mendon, Rutland, Hopedale, Region	<u>EEA Round 5 Match</u>	\$41,804	Trish Settles	Yes	\$41,804

4	CMRPC	<u>Green Communities</u>	\$5,000	Sarah Adams	Yes	\$5,000
5	CMRPC	<u>Healthy Aging</u>	\$24,425	Faye Rhault	Yes	\$24,425
6	CMRPC	<u>Imagine 2050</u>	\$30,288	Trish Settles	Yes	\$15,000
7	14 Communities	<u>MBTA Communities Technical Assistance</u>	\$40,123	Emily Glaubitz	Yes	\$40,123
8	Mendon, Upton	<u>Mendon/Upton Façade Improvement Program</u>	\$10,000	Sarah Adams	Yes	\$10,000
9	CMRPC	<u>Regional Services</u>	\$5,000	Trish Settles, Connor Robichaud	Yes	\$5,000
10	CMRPC	<u>Rural Caucus</u>	\$7,000	Trish Settles, Connor Robichaud	Yes	\$7,000
11	CMRPC	<u>SWCEDO</u>	\$15,000	Kerrie Salwa	Yes	\$5,000
Total Requested		\$ 208,395				
Total Approved		\$ 177,607				