



## **Town Center Committee**

**Meeting Minutes**

**Slade Building**

**March 17<sup>th</sup>, 2016**

**7:00 PM**

**Attendees: Dan Galante, Alicia Muck, Bill Hansen, Bill Homans, Brett Duncan, Ann Gushue, Nir Cohen**

- 1. Meeting called to order at 7:04 PM. Minutes from 2/18/16 Meeting were discussed. Motion to approve minutes made by Bill Hansen, 2<sup>nd</sup> by Brett. All in favor.**
- 2. Alicia volunteered to take the meeting minutes. As per previous meetings, this is a rolling responsibility and will be performed by different Committee members each meeting.**
- 3. Discussion ensued regarding the compiled Town Center Survey results. The group thanked Alicia for compiling the results. Members shared the initial thoughts on the results, which included: Need to align the start and end of school zone signs on both side of the street, question of if the school zone signs with radar should be earlier on both sides of the street, safety was a main concern (including sidewalks, lighting, entrances to main street businesses), residents want to keep a historic/quaint/small town feel, reinvigorating to see the amount of and positive responses, great to see the detailed responses and the thought people put into the survey, showed that people in town care, surprised by the amount of people who frequently visit the town center, noise concerns (especially trucks jake braking).**

**Question was raised if we could add “No Jake Braking” signs on either side of the Town Center. Dan will discuss this with Anita and the DPW director.**

**Alicia suggested that we post survey results on the Town Center Committee page on the Town website, and corresponding post on the Town Facebook page. Motion to approve was made by Bill Homan, 2<sup>nd</sup> by Bill Hansen. All in favor.**

- 4. Dan gave the group an update on the status of the Town Meeting Warrant item: The item is on the Town Meeting Warrant, which has been sent to the Town Council for approval.**

**Group discussed ideas to garner support for the Town Meeting Warrant item, this included: host an informational meeting prior to the Town Meeting, develop an informational display**

board to be present outside of the Town Meeting, committee members to be present at the town meeting and to advocate for the Warrant Item during the open comment period

5. Dan provided an update on involving the HCS students in Town Center Improvement ideas. Dan reached out to the Principal about the committee's idea for the students to do an end of the year project relative to park design. The Principal reached out to the Art teacher who was interested and requested maps. Bill Hansen will provide. Once the Art teacher receives the maps she will propose project ideas to the committee.

6. The group discussed ideas for Town Center Committee sponsored events. Committee agreed to participate in the Memorial Day Parade, possibly by marching with a banner or in a car/float, members will bring further ideas to the next meeting.

Other ideas included: hosting a table at field day, or an information session during the historical home tour. These will be further discussed in future meetings.

Ideas for generating funds for the town center revitalization through sponsorships, such as memorial benches/bricks, and planters, or community service projects through local clubs/scout troupes.

7. Dan gave a brief WPI student involvement update. The Hubbardston DPW Director has been informed that our project "MQP Project – Route 68 Hubbardston" has been accepted and a team is being assembled. The group is excited to start working with the students. Once the team is assembled, the group will meet with the team and finalize the scope of the project.
8. The Committee spoke about the Westminster Plan that Brett had sent information out about. Brett informed the Committee that the group that assembled the Westminster Plan is willing to meet with us and share their "Lessons learned." The group expressed interest in doing this, Brett is reaching out to Westminster to arrange this. The group reiterated how beneficial using the Westminster Plan as model will be in the future.
9. Other Business

Dan informed the Committee that Anita, the town admin, will be leaving for a position in another town and that a search committee is being compiled. The Committee expressed their sadness at hearing the news.

Bill Hansen informed the group that a Complete Street Program Training session is being held in Sturbridge in April. He has registered and will be attending. This will fulfill the training prerequisite under Complete Streets Funding Program.

10. Motion to adjourn made by Bill Homan, 2<sup>nd</sup> by Anne. All in favor. Meeting adjourned at 7:55 PM.