



Town Center Committee

Meeting Minutes

Slade Building

June 23rd, 2016

7:00 PM

Attendees: Dan Galante, Alicia Muck, Phil Churchill, Ann Gushue, Nir Cohen. Christine Smith of the Gardner News was also present.

1. Meeting called to order at 7:36 PM when a quorum was present. Motion to approve minutes from 5/26/16 made by Ann and seconded by Phil. Motion approved unanimously.
2. Dan 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. Dan gave an update on the recent Annual Town Meeting and the fact that the TCC's warrant article for \$20,000 for a schematic design had been approved overwhelmingly. All were pleased. Alicia reported that she had given out many flyers at Town Meeting to citizens as they entered into the gym and that there was little resistance. Bill's information poster had been setup and Nir's light posts had flanked each side of her display.
4. The group discussed when Public Informational/Listening Sessions should begin. The consensus was to do that before the schematic design scope is developed to ensure public input. Phil suggested that maybe several should be done to ensure enough data gathering. Dan said they could be on TV if desired. Alicia thought personal invitations to Main Street residents / businesses would be a good idea. Additional discussion ensued. Dan gave a general overview of the architect/engineer RFP solicitation process. It is desired to have one of the Sessions with the WPI students, and then another with the chosen architect/engineer, and then maybe another? Phil said the students could also gather lots of data regarding number of students in the AM/PM, number of cars at pickups, number of cars in general, etc.
5. Re: specific scope elements discussion the group concluded that it may still be a little early for this and it might be better to wait until after Informational/Listening Sessions. Phil

added that a subtopic breakout would be useful, maybe 8-10. They could include lighting, safety, mapping, speeds, etc. These could also be subtopics for the Sessions.

6. Dan said he will notify the WPI students' teacher of the passing of the warrant article and that approved minutes have been posted on Google Drive. Phil asked for a Word template to be placed on Google Drive. Dan will post it.
7. Nir asked if there was any input from MRPC regarding funding options as discussed with the Westminster folks at our last meeting. Dan will contact our Town Administrator to reach out to Brad Harris at MRPC.
8. Motion to adjourn made by Phil, seconded by Alicia. All in favor. Meeting adjourned at 7:57 PM.