

**A JOINT MEETING OF THE PLANNING & DEVELOPMENT
SUBCOMMITTEE AND TOWN COUNCIL**

**Wednesday, January 4, 2023 – 7:00 PM
Veterans Room**

Minutes

Subcommittee Members in Attendance: Committee Chairman David Adams, Clr Daou, Ctz Mbr Bernardone, and Ctz Mbr LaRochelle

Subcommittee Members Excused: Clr Lazo

Others: Peg Dean, Clr Marketti, Clr Daniel, TM McCall, Roland LaRochelle, Francine and Adriana Robaina

Documents:

-Draft Minutes of November 29, 2022

-Draft Minutes of December 14, 2022

-Rolling Expression of Interest (EOI) for MVP FY24 Action Grant

-Interest Form for Joe Diaz

-McCann Fields Upgrades-purchase playground equipment

-Agreement with Charlton Fence to replace McCann Fields practice field fencing

-McCann Fields Upgrades-JAM Construction Change Order #4

-Agreement with Youghal LLC for 1-11 Central Street

-Agreement with Youghal LLC for 0% commercial improvements loan to install sprinklers at 1-11 Central St

-MicroProjects Program to improve use of community transportation resources

-Electric Service Proposal: Town of Southbridge

7:35 PM meeting called to order

1. Roll Call

2. Consider and accept Planning and Development Meeting Minutes of November 29, 2022.

Motion Clr Daou, Seconded by Ctz Mbr Larochele, 4-0-0.

3. Consider and accept Planning and Development Meeting Minutes of December 14, 2022.

Motion Clr Daou, Seconded by Ctz Mbr Bernardone, 4-0-0.

4. Discuss/review Town Manager's appointment of Joseph Diaz to Economic Development Commission for a three-year term effective immediately through June 30, 2025 pending completion of state ethics entertainment a motion to recommend to Town Manager for approval.

Motion Clr Daou, Seconded by Ctz Mbr LaRochelle, 4-0-0.

Ms. Dean and Clr Adams explained the history of how Mr. Diaz reached out, how he was highly qualified for this position, gave a history of who he was and the appreciation for volunteering for this position. Mr. Diaz will make the sixth person on this board if voted in at the next Town Council meeting.

5. Discuss/review no-cost service agreement for installation of a new power meter at the RMV for the purposes of installing electric vehicle charging stations. Entertain a motion to recommend to Town Council for approval and authorize the Town Manager to sign related documents.

Motion Ctz Mbr LaRochelle, Seconded by Clr Daou, 4-0-0.

Mr. Rumsey stated this was the agreement in order to build the EVIP requirements which the Council had approved a few years back. The areas in which the Council had approved lacked the appropriate power necessary in certain areas including staff members who lacked the support. Clr Daou asked how hard it would be to bring power and it is not appropriate for town employees to second guess the Town Council especially after the approval. Clr Marketti said he is favor with where the Council chose and was of the same mindset about town staff.

6. Discuss/review the Expression of Interest (EOI) for the FY24 Municipal Vulnerability Preparedness (MVP) Action Grant for a study to be conducted which coincides with the top priority action in the final report from Beals and Thomas to “Evaluate the capacity of drainage infrastructure at roadways and improve the capacity, equipment, and resources of the municipal separate storm sewer system.” Entertain a motion to recommend to Town Council for approval and authorize the Town Manager to sign related documents.

Motion Clr Daou, Seconded by Ctz Mbr Bernardone, 4-0-0.

Mr. Rumsey asked this to be moved forward with expression of interest to see what options they would have and then come back to the Town Council. Clr Marketti thought the town already did this and was not sure what this was for. Mr. Rumsey stated it would be more specific to the storm drains based on the general findings by the committee who started this off. Though it was identified in general there has to be more specific. Clr Marketti asked if these funds could be used to hire on an MS4 contractor, Mr. Rumsey didn't believe they could.

7. Discuss/review entering into an agreement with either Childscapes or M.E. O'Brien & Sons, Inc. for playground equipment and surfacing at McCann Fields for up to \$132,000 using Operation Services Division (OSD) contract FAC 104 funded with the Parkland Acquisitions and Renovations for Communities (PARC) grant, entertain a motion to Council for approval and to authorize the Town Manager to sign any related paperwork.

Motion Clr Daou, Seconded by Ctz Mbr LaRochelle, 4-0-0.

Ms. Dean noted because of JAM's lower bid gave the town an opportunity to buy better playground equipment than previous thought. This new equipment will be where the old handball court was, and she hopes they can order as early as possible as JAM will be doing a lot of work in that area during the outset of Spring and don't want to damage their work. She would like to with the M.E. O'Brien quote because there is a speed control on their equipment. There was further discussion about Morris St Park was further discussed between Ms. Dean, Clr Marketti and Clr Adams on future plans on that park.

8. Discuss/Review entering into an agreement with Charlton Fence to replace McCann Fields practice field fencing for \$49,999.00 and entertain a motion to Town Council for approval and to authorize the Town Manager to sign any related paperwork.

Motion Clr Daou, Seconded by Ctz Mbr Bernardone, 4-0-0.

Ms. Dean went over spending of the fencing area around Henry St Park. Francine asked what grade the fencing would be, Ms. Dean was not aware but would verify.

9. Discuss/review Change Order #4 to JAM Corporations contract for \$4,867.27 funded by the CDBG FY21 grant and entertain a motion to Town Council for approval and to authorize the Town Manager to sign any related paperwork

Motion Clr Daou, Seconded by Ctz Mbr Bernardone, 4-0-0.

Ms. Dean stated this was not work they expected to do to bury the wiring for the security cameras and thought it would be cheaper to hire out. This work is under \$10,000.00 so there is no need to send out for quotes.

10. Discuss/review Change Order #1 to extend the Agreement with Youghal LLC for commercial rehab at 1-11 Central Street to January 31, 2023, entertain a motion to Council for approval and to authorize the Town Manager to sign any related paperwork

Motion Clr Daou, Seconded by Ctz Mbr Bernardone, 4-0-0.

Ms. Dean stated like many projects everything has been delayed and just asking for an extension.

11. Discuss/review entering into an agreement with Youghal LLC to provide a 0% commercial improvement loan to install sprinklers at 1-11 Central Street, helping trigger the occupancy of its restaurant, using ARPA funds appropriated at Town Council Meeting 6-27-2022 Agenda Item #46, entertain a motion to Council for approval and to authorize the Town Manager to sign any related paperwork.

Motion Clr Daou, Seconded by Ctz Mbr LaRochelle, 4-0-0.

Ms. Dean explained that this was a long time coming which the Town Council provided \$250,000.00 to the Economic and Planning Department. These funds are to be used for businesses within LMI track to borrow money at a 0% loan. She stated she went through legal to ensure these funds, once paid back can be used over and over through an revolving account. Youghal LLC has requested funds to finish off their sprinkler system on Central St. so they can get their offices and restaurant up and running. There is a payment program set up for them along with ensuring a soft lean on their property which will stay on that property whomever owns it. There was a lot of discussion as this is new to the town which all agreed must be discussed in the near future.

12. Discuss/review request to apply for \$20,000.00 from the MicroProjects to fund a marketing campaign to educate Southbridge residents on our existing community transportation resources and enteral a motion to Town Council for approval to authorize the Town Manager to sign any related paperwork.1Q

Motion Clr Daou, Seconded by Ctz Mbr LaRochelle, 4-0-0.

Clr Adams stated that he attended a CMMPO meeting which discussed transportation for the elderly and the WRTA busing system. He had reached out to the Senior Center who stated they did not have enough people to take of this but Ms. Dean stated she would reach out to the WRTA to see if we qualified for something else through this program. She set up a meeting with WRTA, CMRPC, CMMPO, Clr Adams and herself. Found out that the town had plenty of transportation but lacked the education to the community on how to use it. This grant application is for 80% from the grant and 20% matching from the town for marketing of such transportation. Much discussion was had on who can use the transportation system.

13. Adjourn

Motion Clr Daou, Seconded by Ctz Mbr LaRochelle, 4-0-0. 9:05 pm

Respectfully submitted,
David Adams