

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

**Monday, May 1, 2023 – 6:00 PM  
Veterans Room**

**Minutes**

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

Subcommittee Members Excused: Ctz Mbr LaRochelle

Subcommittee Members Absent: Clr Lazo

Others: Clr Daniel, Clr Marketti, Clr Steeves, Jack Jovan, George Chenier, Katie Yadar, Derek Julian and Peg Dean

Documents:

-Draft Minutes from April 27, 2023

-Tomasz Owca Resume

-McCann Fields Upgrade

-Massachusetts Planning and Assistance Grant Application

6:00 PM meeting called to order.

**1. Roll Call**

**2. Consider and accept Planning and Development Meeting Minutes of April 27, 2023.**

Motion Clr Daou, Seconded by Ctz Mbr Bernardone, 3-0-0.

**3. Review/Discuss the Town manager's appointment of Tomasz Owca to the Economic Development Commission for a three-year term effective immediately through June 30, 2026 pending completion of state ethics. Entertain a motion to Town Council for approval.**

Motion Clr Daou, Seconded by Ctz Mbr Bernardone, 3-0-0.

Ms. Dean stated the prior and current TM recommended Mr. Owca for the board. Clr Daou asked Ms. Dean what she thought, she stated he travels a lot, is qualified but is willing to help. Clr Adams went over his resume but noticed his resume stated he lives in Boston. Discussion was to postpone but it was determined to move up to the TC with verification of residency and interest form.

**4. Review/Discuss Change Order #6 with JAM for \$8,754.67 for handball court surfacing, entertain a motion to Town Council for approval and authorize the Town Manager to sign any related paperwork**

Motion Clr Daou, Seconded by Ctz Mbr Bernardone, 3-0-0.

Ms. Dean went over multiple options for surfacing and believed it would be feasible for JAM to do the work instead of DPW or the handball association.

**5. Review/Discuss extending JAMS's contract June 16, 2023 to allow for asphalt to cure prior to surfacing handball court, entertain a motion to Town Council for approval and authorize the Town manager to sign any related paperwork.**

Motion Clr Daou, Seconded by Ctz Mbr Bernardone, 3-0-0.

No discussion based on previous conversation on the last agenda just extending the contract.

**6. Review/Discuss the use of remaining grant funds to pour concrete for surface mounted site furnishings, entertain a motion to Town Council for approval and authorize the Town Manager to sign any related paperwork.**

Motion Clr Daou, Seconded by Ctz Mbr Bernardone, 3-0-0.

Ms. Dean stated one of the goals shade structures in the Little League area, but it is more money than originally thought. She reached out and with some concrete work, fencing placement and awning installation there is enough money to do the project. Ms. Dean noted she is asking to be authorized to spend the rest of the money as she will not be able to have enough time to come back to the Council for authorization, items she is looking for to purchase is the rest of the furnishing, mulch, paint and a few smaller items to spend the rest of the grant.

**7. Review/Discuss applying for the Massachusetts Executive Office of Energy and Environmental Affairs (EEA) Planning Assistance Grant to support the create of a Southbridge Housing Production Plan for up to transfer 25% of the grant funding from Town Council reserves, entertain a motion to Town Council for approval.**

Motion Clr Daou, Seconded by Ctz Mbr Bernardone, 3-0-0.

Ms. Yadar noted the grant would allow EEA to authorize the town to contract another organization like CMRPC to do an assessment on our existing housing. This data would provide the needs of the town now and into the future through benefits, state requirements for affordable housing and 40B projects. Once the town is certified the town would have more control over the 40B projects. Ms. Dean noted the matching funds could be taken out of CDBG but would need approval first and that is why they are asking for a transfer first from the Council Reserve funds, this also includes hours worked by Ms. Yadar as her salary is through CDBG.

**8. Adjourn** Motion Clr Daou, Seconded by Ctz Mbr Bernardone, 3-0-0. 6:26 pm

Respectfully submitted,  
David Adams