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TOWN OF CHELMSFORD PATRICIA E. DZURIS TOWN CLERK

Town of Chelmsford
Center Village Master Plan Committee
50 Billerica Rd., Room 205 Chelmsford, Ma 01824
Regular Meeting
MINUTES
February 7, 2019
Approved April 11, 2019

Attending: Donald Van Dyne, Brian Milisci, Eileen Dechaves, Michael Rigney

Not Present: Peggy Dunn, Janet Askenburg, Jack Handley

Others Present: Evan Belansky, Community Development Director, Paul Cohen, Town Manager

Please note that all documents referenced in these minutes are on file at the Town Manager's Office, 50 Billerica Rd., Chelmsford, Mass. This meeting was hand recorded by the Recording Secretary.

This meeting was called to order at 7:00PM by Mr. Rigney. Ms. Dechaves was welcomed to the Committee.

Artisan's Exchange

The Center Gift Stroll was held on the Saturday after the Holiday Prelude. Multiple shops throughout the Center joined in for this event. There were prizes and free coffee, participants were encouraged to put together their own promotions, and everyone reported an increase in traffic that day. Most had increase in sales. They hope to do this event again next year and get some restaurants involved, including more participants from the Summer St. plaza area.

The Gift of Chelmsford program is not being actively pursued this year. Mr. Belansky will follow up to get it going again.

Ideas for more participation included creating a punch card, and giving away a prize for visiting all the participants during a certain time. Raffle ideas were discussed as promotions for next year's event. Restaurants might like to do something during their slower periods, like during the summer. A smaller subcommittee can develop a more detailed plan.

Ms. Dechaves explained the Artisans Exchange has been in the Center since April, 2018, and has received a lot of Town and community support. She holds classes at night, and uses parking on the street and in the lot behind them. She is still learning and trying new things.

The status of Bob's Coin Shop is uncertain.

Signage and street furniture update

Mr. Belansky agreed to send photos of what equipment has arrived. Work will be started in the Spring. There may be a need to clarify locations of some signs; the Friendly's corner still needs to be surveyed, however, other right-of -ways are pretty clearly defined. There will be future meetings during the day between the DPW and Committee members to clarify and coordinate locations of equipment. Displaced items can be used on other sites; more discussion will be needed later. The committee is aware that the DPW is very busy in the spring, too.

New Items including possible roadside signage

A highway sign on Rt. 495 was brought up at last meeting. Mr. Belansky and the Town Manager are still looking into this. Mr. Van Dyne advised that the CCA looked into it; it was very expensive and they were not able to pursue it.

Other existing projects updates

Mr. Belansky reported that representatives from Americal, who are the owners of the Oddfellows Building, came in to his office with Katie Enright and Fred Faust to discuss zoning, the overlay and Historic Commission guidelines. There have been no written commitments from Santander yet. The representatives received update on the Brook Walk and the pending grant application. There will be more discussions once there is more information, which could be another year or two. The parking lot behind the building is not used much now.

A proposal is awaited on Global's 7000sf of land by the former Mobil Station. It is expected to be received within 3-6 months.

The Small Business Grant Program received 15 submissions with about \$170,000 in requests. Applications have been reviewed and ranked. Awards have not been announced yet.

The grant application for the Brook Walk was submitted. The request was for \$60,000.00, with a \$20,000.00 local match. Mr. Belansky expects to hear about any awards in a couple of months.

The meeting with the Land Conservation Trust went well.

Minutes Approval

Tabled for lack of voting quorum.

Next Meeting Date

The next meeting will be held on March 7, 2019, at 7:00PM.

Adjournment

Motion: by Mr. Milisci to adjourn this meeting at 8:45PM. Seconded by Ms. Deschaves. **Motion carries, unanimous.**

Respectfully Submitted,
Vivian W. Merrill,
Recording Secretary

List of Reference Documents:
-Draft Minutes