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WINCHENDON TOWN CLERK

## Winchendon Redevelopment Authority

109 Front Street  
Winchendon, MA 01475

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### Minutes Regular Meeting Monday July 8, 2019 4th Floor Conference Room

**Members Present:** David Connor, Ken LaBrack, Dennis Casavant, Mike Barbaro, Les Goodrich

**Members Absent:**

**Others Present:** Keith Hickey, Town Manager, Tracy Murphy, Director of Development, Jenelle Sroczynski, Recording Secretary

Planning

**Meeting called to order:** 5:00 pm.

#### Approval of Minutes:

*Motion to approve the minutes of the 6-10-2019 Regular Meeting LaBrack/Casavant 4-0 Approved @ 5:01pm*

#### Bills, Communication and Financials:

The invoices for Jenelle Sroczynski and National Grid were approved. *Motion to pay Jenelle Sroczynski and National Grid LaBrack/Goodrich 4-0 Approved @5:02pm.*

The Financial Reports were approved. *Motion to approve Financial Reports Goodrich/LaBrack 5-0 Approved @ 5:06pm.*

#### Unfinished Business:

Hillview Business Park: The WRA sign at Hillview needs to be replaced. The old sign has been removed and the posts are in place. The Authority would like to see verbiage on the sign stating; Managed by the Winchendon Redevelopment Authority, Building Lots Available along with an email address and phone number. The Authority would also like to see Clyde on the sign. Ms. Murphy to work with Mr. Gallant's sign company. The Authority is looking to close out the contract with Graz Engineering. There is a balance of \$19,400 owed to Mr. Grazewicz. It is unclear what work remains to be completed, and what the final balance for the work will be. Ms. Murphy will reach out to Mr. Grazewicz. TEC may pick up the additional engineering work as they have done the roadway design. The MassWorks grant is due 7-31-2019. Ms. Murphy would like to submit early. The Board of Selectmen, Planning Board, and the Authority have signed off on application. Ms. Murphy is waiting for the Conservation Commission to sign off. Weston Roots will move to site if grant is received.

Chairman Connor suggested working with Attorney Glenn for the lease development for the project.

Spring/Glenallen St. Park Updates: The granite has been installed. Mr. Gallant is coordinating with Noel's Nursery for landscaping. Mr. Gallant plans to have the park completed this summer. Mr. Hickey would like to transfer the park back to the Town at the fall town meeting. Ms. Grout would also like to have the dedication ceremony in the fall. There have been no issues with the Mr. Kenendy since he has been on site with his hot dog cart. The plug-in stations have been installed. Activation is being finalized. Ms. Murphy and Ms. Roberts will be cross-trained on the dashboard to access the system. The closest stations to Winchendon are located in Leominster, Fitchburg, and Barre. The Authority needs to decide on a charge cost. Other communities are charging \$2.64 for a full charge. A full charge takes approximately 2 hours. There are 10 free charges that come as an incentive with the stations. Winchendon will be listed on the app as a charging location. Reservations can be requested. A penalty will also need to be decided upon if a car stays longer than the allotted charge time. Ms. Murphy will be able to monitor all activity from the dashboard, and provide the Authority with reports. Verizon needs a W9 and banking information to distribute payments. Ms. Sroczynski will provide. *Motion to charge vehicles \$2.64 per charge LaBrack/Goodrich 5-0 Approved @ 5:25 pm.*

Planning & Development Updates: The Authority is in receipt of a letter from Karissa Moore. Ms. Moore is a real estate agent who is interested in brokering land holdings of the Authority. The initial interest was the Woodlawn Ave. parcel. Chairman Connor mentioned the Enwright parcel which abuts Hillview. Ms. Murphy feels this is a problematic parcel as you need to either go over or under the bike path to access. Ms. Murphy to invite Ms. Moore to August meeting. Ms. Murphy gave the members a report compiled by Sean O'Donnell of MRPC. The report is a market analysis of where the residents of Winchendon spend their money, with percents indicating what is spent in town versus out of town. This is for future economic development.

**Town Manager Issues:**

None were provided.

**New Business:**


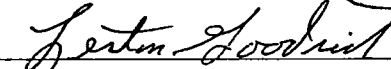
Ms. Murphy is working on a Public Right of Way Transition Plan for sidewalks. The committee consists of herself, Mr. Gallant, Mr. Amenta, and Ms. Fortugno. Ms. Murphy is looking to apply for a grant through the Office of Disabilities. The grant is due at the end of September.

**Adjournment:** *Motion to adjourn: LaBrack/Goodrich: 5-0 Approved 5:43pm.*

**Meeting Adjourned at 5:44 pm.**

Respectfully submitted by:  
Jenelle Sroczynski  
Board Secretary

Minutes Approved By:

Kenneth A. LaBrack  
Dennis Casavante

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