

MONTACHUSETT REGIONAL PLANNING COMMISSION (MRPC)

**Doyle Center
464 Abbott Avenue
Leominster, MA 01453**

**THURSDAY, JULY 11, 2019
7:00 PM**

MEETING MINUTES

1. Open Meeting, Introductions and Announcements

G. Corbosiero called the meeting to order at 7:00 p.m. G. Corbosiero indicated that the MRPC has a number of new representatives appointed effective July 1, 2019: Rick Ward, Winchendon; Paula Bertram, Lunenburg; Thomas Carignan, Leominster; Patty Page, Sterling; Mike Smith, Westminster; and Robert Swartz, Gardner. All present introduced themselves.

2. Approval of June 6, 2019 MRPC Minutes

J. Telepciak moved that the Montachusett Regional Planning Commission approve the June 6, 2019 minutes as printed. The motion was seconded and passed unanimously.

3. Cash Schedule – June 2019

A. Pease read the June 2019 cash schedule. Opening Balance \$367,853.35; Total receipts this month \$148,279.68; Total cash on hand before this warrant \$516,133.03; Less: amount of this warrant \$134,290.49; Balance after this warrant \$381,842.54.

L. Shifrin moved to accept the cash schedule as read subject to audit and to be placed on file. The motion was seconded and passed unanimously.

4. Administrative Matters

G. Eaton mentioned that Congressman James McGovern will be holding a listening session concerning economic development in the North Quabbin region from 8:30 through 11:30 AM at the Quabbin Retreat, Petersham on July 19, 2019. Also, Secretary Kathleen (“Katy”) Theoharides, MA EOEEA will also hold a listening session at the MRPC from 2:30 to 3:30 PM. Prior to her roundtable discussion in our atrium she will tour vulnerable (to flooding) sites in Fitchburg with the Mayor and John Hume of our staff.

4.1 Correction to previously approved Salary Adjustment

L. Parmenter indicated that at the June 6, 2019 MRPC Meeting, salary increases were approved for employees effective July 1, 2019.

An error was made when calculating Brad Harris' (Transportation Director) salary increase. The incorrect Salary Table (Year 1) was used. As Mr. Harris has reached the end of his pay grade, the Commission approved a 2.5% salary increase from Grade 7, Step 10 \$90,578 to Grade 7, Step 10 \$92,842.

As in the case with all other employees, the Year 2 Salary Table should have been used. Therefore, Mr. Harris' correct salary increase is Grade 7, Step 10 \$91,483 to Grade 7, Step 10. \$93,770.00.

L. Shifrin stated that the Montachusett Regional Planning Commission approve the correction to Brad Harris' salary as described above effective July 1, 2019. The motion was seconded and passed unanimously.

4.2 Revolving Loan Fund Lending Policy

G. Eaton indicated that at the June 6, 2019 MRPC Meeting a Revolving Loan Fund Lending Policy was distributed to members. After much discussion, edits were made. Last week those edits along with previously submitted edits suggested by B. Yocum were emailed to all MRPC Members by the Executive Director. Edits were also received from Enterprise Bank a second time. A copy of the edited policy was distributed to all present and the changes were explained in detail by G. Eaton.

G. Corbosiero asked if these additional edits have been run be legal.

G. Eaton responded no.

He asked members to feel free to email to MRPC any comments they may have. Once he receives comments, he will revise the policy and present it to the Board in the month of August. After approval, he will forward the Policy to legal counsel.

4.3 Quorum Requirement

At the June 6, MRPC Meeting an extensive discussion occurring regarding the number of members needed for a quorum at MRPC Meetings. At that meeting, it was decided a vote would be taken at the next meeting of the Commission (tonight) to amend MRPC's bylaws changing the current requirement for a quorum from (seven members) to six members.

R. Burke moved that the Montachusett Regional Planning Commission approves an amendment to its bylaws changing the MRPC quorum requirement for seven members to six members effective August 1, 2019. The motion was seconded and passed unanimously.

4.4 Attendance of Four Employees at the Environmental Protection Agency Brownfield Conference, December 11 – 13, 2019, Los Angeles, CA

G. Eaton reported that in June 2019, MRPC was awarded a \$300,000 Environmental Site Assessment (ESA) grant from the US Environmental Protection Agency (EPA) which includes \$3,850 in travel costs in the budget for two MRPC staff to attend the Brownfields Conference. EPA directs grantees to attend the Brownfields Conference so as to ensure that grantees are made fully aware of current laws, regulations, assessment and remediation examples and best practices concerning the implementation of this EPA grant. Continued attendance at this event assists our staff with: A. Our continued success obtaining and administering EPA Brownfields Site Assessment Funds; and, B. Our pursuit of Revolving Loan Fund (RLF) dollars for recapitalizing the MRPC's Brownfields Cleanup program.

The Brownfields Conference starts on December 10 and ends on December 13, 2019 in Los Angeles, California. The Executive Director requests approval for four MRPC staff members to attend (John Hume, Sean O'Donnell, Karen Chapman and Glenn Eaton). Funds from the EPA ESA grant will be used for the travel costs for registration, air fare and related transportation and parking costs, hotel, registration and meals for John Hume, Project Manager and Sean O'Donnell, Project Assistant. Total costs for both of these employees are anticipated not to exceed \$3,850. Dollars from the MRPC's Revolving Loan Fund (RLF) Program Income will be used for Karen Chapman's attendance and all aforementioned travel-related at a cost not to exceed \$1,925 (MRPC staff verified with the US EPA Region 1 Office, in Boston, that RLF Program Income can be used to fund this individual's attendance at the Brownfields Conference. MRPC administrative dollars from the conference and meetings line item will be used to fund Glenn Eaton's attendance and all related travel costs where his total costs will not exceed \$1,925.

All employees have been briefed on MRPC's revised Travel Policy.

R. Burked moved that funding allowing, the Montachusett Regional Planning Commission approves the attendance of four staff members to the EPA Brownfields Conference in Los Angeles, California at a total cost not to exceed \$7,700.00. The motion was seconded and passed unanimously.

4.5 Massachusetts Paid Family and Medical Leave Discussion

L. Parmenter explained that effective, October 2019, employee and employer contributions start for the Massachusetts Paid Family and Medical Leave Law (MGL Chapter 175M). The law provides temporary income replacement to eligible workers who are welcoming a new child into their family, are struck by a serious illness or injury, need to take care of ill or ailing relative and for certain military considerations.

Cost to the MRPC would be approximately \$4000.00 per year based on a calculation template that we utilized provided by the MA Paid Family and Medical Leave Department. That amount does not take into consideration the MRPC staff time to administer the program. Employees would also contribute.

G. Eaton and L. Parmenter explained other concerns they had regarding this Act.

According to regulations (458 CMR 2.00 – Department of Family and Medical Leave), "a municipality, *district*, political subdivision or its instrumentalities *shall not be subject*" to this law "unless it adopts by majority vote of its authorized local legislative body or governing body and otherwise provided by MGL 175M, subsection 10."

It is our opinion, that as the Montachusett Regional Planning Commission, is considered a “district” in accordance with MGL Chapter 1, Administration; Title VII, Cities, Towns and Districts; Chapter 40B, regional planning that MRPC is not subject to the law.

MRPC has asked for a written legal opinion from its attorney, David Bodanza, regarding this matter.

Much discussion followed.

5. **Status Reports**

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

MRMapper & MOBILE APPS (GENERAL)

We are working on updating a number of transportation-related layers as well as creating/updating WebApps related to these layers. It is anticipated that this project will be completed in June.

COMMUNITY-RELATED

Shirley Cemetery Mapping – We have received the database regarding plots and interments and are working with the Town to tweak the database for GIS conversion. The end results will be internal and public MRMapper applications for the two cemeteries. The MRMapper applications will allow users to search for interments and print maps showing plots. Additionally, the internal version will allow for editing/updates, as well as increased search functions, by the Town. We expect to have this project completed by the end of August.

Lunenburg & Townsend Truck Exclusion Mapping – We have completed a draft map identifying proposed truck exclusions and alternative routes for these two communities. The map will be reviewed by the communities and additional mapping may be necessary based on feedback.

Ayer Marijuana Establishment Buffer Zones Mapping – We recently completed a working map for the Town depicting Marijuana Establishment Buffer Zones. The Town will use this map to determine where Marijuana Establishments may or may not be placed in Town. Additional work may be necessary based on the needs of the Town.

Lunenburg Trail Maps – We have been working on trail maps for six town-owned conservation/recreation lands. We produced a contour layer solely of the town that will reduce processing time. We sent maps to the town to review the possible contour interval that will be shown on the maps and are waiting to hear back from them. We are also waiting for bridge data from the town which may need to be digitized. We also provided GIS data to the state as requested by the town to facilitate the review of the town’s trail-improvement grant application. The town utilized their eight hours of free GIS planning assistance so this project is on hold as of now but if the town is awarded the trail-improvement grant, we continue the project.

Lunenburg Walkability Maps – We are aiding the MRPC Transportation Department in map creation for a walkability study to be done for the town of Lunenburg. The town has approved the two study areas and MRPC Transportation staff have gone and collected sidewalk data using the study area maps. We then digitized the data and made sidewalk inventory maps. We also created a map showing town-owned parcels in the Center. This map will be used internally to help identify possible parking areas in Lunenburg Center. We have created also created crash maps of the two study areas. These maps differentiate the severities of the crashes. This project is complete up to this point but additional work will be necessary

based on the needs of our Transportation Department. This project is expected to be completed by late summer.

Sterling Open Space – This project is complete and no further reporting is necessary.

Ayer Assessor Mapping – We are working on updating the parcel data and maps for the Town of Ayer. Once complete the Town's MRMapper sites will be updated accordingly. This project is expected to be completed in July.

Clinton Assessor Mapping – We are working on updating the parcel data and maps for the Town of Clinton. Once complete the Town's MRMapper sites will be updated accordingly. This project is expected to be completed in July.

Townsend's Mikko and John Aho Nature Walk and Park Mapping – We are working on making a trail map of the Townsend Conservation Land Trust's (TCLT) Mikko and John Aho Nature Walk and Park. We have collected GPS data of the trail, as well as GPS data of points of interest within the Park. We then processed the data and added it to the 'base map' that we created for the park that includes roadways, open space parcels, contour lines, and an inset of the town. We have sent the map out for review and are currently waiting for their response. Once they have approved the data, we will finalize the map and send it over. We will also provide the TCLT with the GPS data in the three data formats that they requested. This project is expected to be completed by the end of July.

COMPREHENSIVE PLANNING-RELATED

2020 Census Participant Statistical Areas Program (PSAP) – We sent out MAPC's proposed changes of the census boundaries to our contacts in Ayer, Groton, and Shirley. The towns approved the proposed changes so we informed MAPC of their feedback. They will go ahead and send the data to the US Census Bureau. Our proposed changes will be reviewed by the Census Bureau in July 2019 and they will send out their finalized data for verification in January 2020 at which point we will have to approve their finalized data or give justification for not approving it.

TRANSPORTATION-RELATED

Trail Guide Update – The design of the brochure has been finalized and we ran it by the trail group for their approval. There were some minor edits that had to be made regarding the points of interest but it has since been finalized. Once the Transportation staff obtain quotes for printing, the brochure will be sent out to print and the project will be done. We will assist with any technical questions as they arise. This project is expected to be completed by the end of Summer 2019 but our portion of the project has been completed.

Working Towards the Future 2020 Comment Apps – We have created two different apps for use in obtaining public input regarding the Regional Transportation Plan Update. One app allows users to view and provide comment on the current Transportation Improvement Plan (TIP) projects. The other allows users to view a variety of transportation-related data sets and provide feedback regarding these data sets. The comment period for these apps will be open for quite some time so monitoring will continue throughout the process.

Pavement Management Updates – We have completed data and map updates for the pavement management program. We will be updating MRMapper ASAP.

2020 Regional Transportation Plan Map Journal – We have created a Map Journal for the public to view the 2020 Regional Transportation Plan. The Map Journal can be found here - <https://arcg.is/11jOT8>.

2020 Regional Transportation Plan Mapping – We produced a series of maps for the RTP as requested by the Transportation department. We created a map of the region showing opportunity zones. We also created a map showing major bikeway projects in the Montachusett region. Lastly, we made maps of Fitchburg, Gardner, and Leominster showing pedestrian and bicycle priority areas as identified by Transportation staff. This project has been completed.

TRANSIT-RELATED

MART Non-Rider Opinion Report – We have written the text of the report and sent it to our Transit department and MART for review. We are waiting for their approval before we finish formatting the appendices. This project is expected to be completed by the end of the summer.

MART Route Calculations – We are currently working on recalculating the route mileage for the bus routes that have been updated/added since we last did route mileage. We have updated the route mileage for routes 9 and 11 in Fitchburg/Leominster, routes 1 and 2 in Gardner, all Devens routes, all Littleton/Westford routes, and all Athol/Orange routes. We also calculated the route mileage for the bus routes that run on Saturday as they run different routes than on the weekdays. We also calculated headway mileage so that MART has a better idea of the total mileage per route. We received updated schedules/routes for the supplemental routes so we are currently working on recalculating the route and headway mileages. We worked through as much of the route calculations for the Boston Shuttle as we could but we need information regarding the closed-door service in order to complete the route calculations. We updated a map of the Boston shuttle so that officials at MART can mark which parts of the route are closed-door. Once that is returned to us, we can complete the route calculations for the Boston shuttle. Once we get a finalized Worcester shuttle schedule, we will recalculate the route mileage for all the stops along that route.

MART Littleton-Westford Shuttle – As requested by MART, we changed the colors of the labels on the map identifying the points of interests so that they would be more readable from a distance. This project is complete.

PLANNING AND DEVELOPMENT

Comprehensive Planning Division

FEDERAL ECONOMIC DEVELOPMENT ADMINISTRATION (EDA)

MRPC was awarded \$70,000 by the federal Department of Commerce, Economic Development Administration (EDA). Since 1994, MRPC has received grant funds on an annual basis and the scope of work is multi-faceted and includes maintaining and updating a document called the Comprehensive Economic Development Strategy (CEDS), preparing grant applications for community and economic development funding, providing MRPC staff support to continue to offer planning and economic development technical assistance to Montachusett communities without professional staff as needed, and staff support to the Montachusett Region Comprehensive Economic Development Strategy (MRCEDS) Committee.

FEDERAL ENVIRONMENTAL PROTECTION AGENCY (EPA), MONTACHUSETT REGION BROWNFIELDS ASSESSMENT PROGRAM

Last month, the federal Environmental Protection Agency (EPA) selected MRPC for a \$300,000 Community-wide Brownfields Assessment grant for hazardous substances contaminated sites. MRPC staff attended EPA Brownfields New Grantee Training on June 25th at EPA offices in Chelmsford, MA.

According to EPA, the Workplan and Cooperative Agreement could be executed as early as October 1, 2019. Meanwhile, pre-award funds are available to draft a Request for Qualifications for Qualified Environmental Professional Services for Phase I and Phase II Environmental Site Assessments.

DISTRICT LOCAL TECHNICAL ASSISTANCE (DLTA)

MRPC staff continues working on the following projects.

1. Ashburnham: Housing Production Plan.
2. Clinton: Assist the Town of Clinton with designation as a Green Community.
3. Harvard: Permitting Guidebook.
4. Townsend: Assist to provide the municipality with regional data to update the Town's Housing Production Plan and Master Plan.
5. Athol: Urban Renewal Planning Assistance.
6. Hubbardston: Historical and Cultural Resources Master Plan Chapter.
7. Sterling: Housing Production Plan update.
8. Groton: Housing Production Plan.
9. Ashby, Townsend, and Pepperell: Regional Dispatch Feasibility Study.
10. Lunenburg: ADA Self-Evaluation and Transition Plan - limited partial completion.
11. Ayer: Housing Production Plan
12. Lancaster: Zoning for Alcohol
13. Shirley: Shared Services Feasibility: Tree Warden & Planner
14. Winchendon: Master Plan coordination & Implementation Chapter

MASSACHUSETTS DEPARTMENT OF ENERGY RESOURCES (DOER)

MRPC continues to use grant funds from the Massachusetts Department of Energy Resources (DOER) to assist the Towns of Hubbardston, and Templeton to become Green Communities and to assist with administration of existing Green Communities for Ashby, Athol, Harvard, Fitchburg, Lunenburg, Shirley, Townsend and Westminster. MRPC staff also applied, prior to the May 25th deadline, to the DOER's Regional Energy Planning Assistance (REPA) Grant Program to either assist interested communities with Green Community Designation or assist existing Green Communities with competitive grant application preparation, Annual Report Preparation, and municipal energy data analysis and evaluation.

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMMING

FEDERAL FISCAL YEAR 2017 (FFY17) SHIRLEY CDBG PROGRAM

General Program Administration

Shirley's extension request for the Housing Rehabilitation (HR) and Home Heating Fuel Assistance (HHFA) programs, for three months, has been approved by the MA Department of Housing and Community Development (DHCD). The grant will now run through 9/30/19.

Housing Rehabilitation (HR) Program

The status of this program is as follows:

- 22 applications for HR assistance have been received
- 12 applications have been approved (2 approved applications were withdrawn by the homeowner)
- One new application appears to have all documents received just pending staff review
- Seven applications are incomplete
- Two applications were denied as the household income exceeded the CDBG National Objective of providing a benefit to low- and moderate-income (LMI) persons
- Of the 10 approved applications, one is in the construction phase, seven have been completed and two just received approval from DHCD and the Town of Shirley, now pending case waiver approvals before we can move forward with construction.

Home Heating Fuel Assistance (HHFA) Program

The status of this program is as follows:

- 29 applications for HHFA have been received
- 24 have been approved
- Four are pending approval
- One application was denied as the household heats with natural gas (not a qualifying heat source)
- Nine homes have received a portion of their benefit and another 13 have exhausted their benefit.

MONTACHUSETT ENTERPRISE CENTER, INC.

MEC's Director is in the process of obtaining final quotes for some preparatory work at 30 Powers Mill Road, Phillipston. A contract will be executed this month for this work. Also, a contract will be executed for the repairs to the home with a separate contractor who will also assist MEC with the marketing and sale of the property. The Director intends to see that renovations will be completed and the house placed on the market for sale by this summer.

TRANSIT

AYER PARKING FACILITY

During the past month MRPC staff continues to assist MART, Town of Ayer and continues to work with the Engineer (Weston & Sampson) to move forward the construction of the Ayer Commuter Rail parking facility at the Rail Trail parking lot location. Site work has been completed and the concrete foundation has begun, MART anticipate completion of the project by December, 2019.

BUS ROUTES PERFORMANCE EVALUATION

During the past month MRPC staff continued to compile data on-time performance of MART's buses. The purpose of the study is to track on-time performance of buses on all individual bus routes over time to establish a base line of bus performance reliability. Data will be analyzed to determine whether the bus service is running on-time or not beyond the current daily tracker.

TRANSPORTATION

MONTACHUSETT REGIONAL TRANSPORTATION PLAN UPDATE

B. Harris At the June 19, 2019 MPO meeting, the MPO voted to release for a 21-day public review and comment period for the 2020 Montachusett regional Transportation Plan (RTP). The comment period will run from Tuesday June 25th to Monday July 15th. As part of the comment period, MRPC will present the RTP at a special meeting to be scheduled. The RTP will also be a main topic of the July 10th MJTC meeting. A map journal web site has been developed to allow for public review. It is hoped that this will improve access to the RTP and increase public input and comment. Comments will be reviewed by the MPO at their July 17th meeting. The Montachusett Regional Transportation Plan (RTP) update can be accessed through our RTP website: www.mrpc.org/montachusett_2020_rtp.

R. Burke moved that the MRPC has reviewed the 2020 Montachusett Regional Transportation Plan (RTP) and based upon this review as well as the review of any comments received, authorizes its Chairman to endorse the 2020 RTP at a MPO meeting scheduled for Wednesday July 17, 2019 at 1:00 PM at the MRPC offices. The motion was seconded and passed unanimously.

FFY 2020 UNIFIED PLANNING WORK PROGRAM (UPWP)

At the MPO meeting on June 19, 2019, the Montachusett Metropolitan Planning Organization (MPO) voted to endorse the FFY 2020 Unified Planning Work Program (UPWP). Full copies of the UPWP are available for download from the MRPC website.

ADA PROW TRANSITION PLAN CONSULTANT

Staff has begun working with the firm of Stantec on its ADA Public Right of Way (PROW) Transition Plan project. Stantec was hired after a bid process that resulted in two bids for the project. Meetings have been held with Lancaster and Lunenburg with Winchendon to be scheduled. The project is expected to be completed by September 2019.

Next MJTC Meeting – July 10, 2019 at 6:30 PM at MRPC Offices

Next MPO Meeting – July 17, 2019 at 1:00 PM at MRPC Offices

6. New Business

MRPC Treasurer A. Pease distributed a sealed envelope with a confidential letter to all MRPC Board members as well as the MRPC Executive Director. He advised all members to contact the Chairman further guidance regarding this matter.

L. Parmenter indicated that Attorney Bodanza emailed her an opinion regarding the MA Paid Family and Medical Leave Act discussed earlier in the meeting. Attorney Bodanza's opinion is as follows:

"The MRPC was established under General Laws Chapter 40B, Section 3, which provides in pertinent part 'Any groups of cities, towns, or cities and towns may, by vote of their respective city councils or town meetings vote to become members of and thus establish a planning district, which shall constitute a public body corporate.' The phrase 'a body politic and corporate' or substantially similar language, is appropriate to a corporation to which is entrusted some of the powers of the State for public purposes. Opinion of the Justices, 334 Mass.721,734,136N.E.2d 223, 231 (1956). The MRPC appears to be a district or an instrumentality of political subdivisions and hence not be subject to chapter 175M unless it adopts this chapter under chapter 175M, Section 10."

R. Burke moved that the Montachusett Regional Planning Commission table consideration of opting into the Massachusetts Paid Family and Medical Leave Act. The motion was seconded and passed unanimously.

G. Eaton indicated that he would like to make a change to the Canine Pet Policy adopted by the Commission in 2018. R. Burke replied that he believed that is a matter that could be handled by the Executive Director and did not need Commission approval. It was the consensus of the MRPC that the Executive Director manage any revisions to the Canine Pet Policy.

7. Adjournment

There being no further business the meeting adjourned at 8:30 p.m.

Meeting Attendance					
Name	M/A	Representing	Appointment Date	PRESENT	ABSENT
Meissner, Rosemarie	A	Ashburnham	3.2019		
Hoyt, Roger	M	Ashburnham	7.2011	X	
Pease, Alan	M	Ashby	7.2001	X	
Stacy, Wayne	A	Ashby	7.2005		X
Truehart, Duane	M	Athol	7.2016		X
Rebecca Bialecki	A	Athol	7.2017		X
Vacant	M	Ayer			X
Vacant	A	Ayer			X
Duffy, Phil	M	Clinton	12.2011		X
Vacant	A	Clinton			X

Lowitt, Peter	N/V	DREZ	7.2001		X
Caron, Paula	M	Fitchburg	7.2002		X
Vacant	A	Fitchburg			
Swartz, Robert	M	Gardner	7.2019	X	X
Cruz, Maribel	A	Gardner	8.2017		X
Burke, Russ	M	Groton	7.2016	X	
Vacant	A	Groton			X
Donahue, Stacia	M	Harvard	7.2018		X
Vacant	A	Harvard			X
Vacant	M	Hubbardston	7.2016		X
Stauder, Michael	A	Hubbardston			X
Christopher, Thomas	A	Lancaster	7.2016		X
Williston, Russell	M	Lancaster	11.2018	X	
Carignan, Thomas	M	Leominster	7.2019		X
Vacant	A	Leominster			X
Bertram, Paula	M	Lunenburg	7.2019		X
Adams, Kathryn	A	Lunenburg	7.2018		X
Vacant	M	Petersham			X
Allen, Nancy	A	Petersham	7.2015		X
Vacant	M	Phillipston			X
Telepciak, John	A	Phillipston	10.201	X	
Natrowicz, Kyle	M	Royalston	7.2015		X
Barclay, James	A	Royalston	7.2017		X
Widing, Sarah	A	Shirley	7.2015		X
Yocum, Barbara	M	Shirley	8.2017	X	
Page, Patty	M	Sterling	7.2019	X	
Maki, Dick	A	Sterling	7.2014		X
Rich, Dennis	M	Templeton	7.2017		X
Terenzini, Carter	A	Templeton	9.2016		X
Shifrin, Laura	M	Townsend	7.2018	X	

King, Cindy	A	Townsend	7.2016		X
Smith, Mike	M	Westminster	7.2019	X	
Vacant	A	Westminster			X
Corbosiero, Guy	M	Winchendon	7.2011	X	
Ward, Rick	A	Winchendon	7.2019	X	

STAFF PRESENT: Glenn Eaton, Linda Parmenter, Brad Harris, George Kahale, John Hume

GUESTS PRESENT: Theresa Page, Sterling

DOCUMENTS/EXHIBITS PRESENTED AT MEETING

July 11, 2019 MRPC Handout

June 6, 2019 Minutes

Brownfields Revolving Loan Fund Policy

Cash Schedule June 2019