

MetroWest Moves Meeting

Town of Hudson Board of Health

78 Main Street, Third Floor | Hudson, MA 01749

May 17, 2012

Meeting Convened: May 17th, 2012 at 10:09am.

Members Present: Michelle Ciccolo, Laurie Courtney, Bob Landry, and Sam Wong

Others in Attendance: Tammy Calise, Lola Omolodun, Amanda Ryder, and Ramani Sripada

I. Logistics: Minutes will be posted after each meeting. At the start of meetings, prior meeting minutes will be approved by the group. The group also discussed the budget and price proposal.

II. Logos: The group discussed changes to the logo. The finalized logo will be submitted to DPH.

III. Interns: The group discussed intern updates. Of the original six applicants, only three were viable (one didn't contact, one not interested, one never replied). These three were interviewed over the phone. One declined and one does not have a car. The group discussed other potential options for hiring an intern.

- Discussed Intern Tasks:
 - Contact other states/communities that have done this work to build on experience
 - Develop database for vending machines and restaurants
 - Street audits and develop a report
 - Identify town vending machines, contracts, etc.
- **Decisions:** The group still wants an intern and is okay with the intern being housed at JSI. JSI will select the intern.

IV. Kick-off Meeting

- Save-the Date: The group discussed changes and approved a final Save-the-Date. Each of the three towns will send out the Save-the-Date to their contacts on Monday, May 21st.
- Save-the-date: Remove seals and will change header to match new logo.
- Discussed inviting Mayor of Somerville
- UMASS Marlborough Hospital will be added to the agenda.
- Members will review the draft fact sheet to be handed out at the kick-off meeting.

V. Mark Fenton Meeting Schedule (June 1st, 7:30am-12pm):

- 7:30am-8:30am in Framingham
- 9am-10am in Marlborough
- 10:30am-11:30am in Hudson
- 11:30am-12pm discussion on major observations in Hudson
- 1pm-2:30pm DPH/Causemedia meeting in Hudson

VI. Public Awareness

- The group discussed plans for the website which will be hosted by JSI. A JSI web designer will develop two templates for the group to select between. Members will complete a website worksheet and send information to Tammy as soon as possible.
- Members discussed the “elevator speech.” The approved speech is:

Framingham, Hudson, and Marlborough, collectively known as MetroWest Moves, have recently been awarded funds to create supportive environments where residents have access to healthy, affordable food, and places to be physically active. Funding comes from the Centers for Disease Control and Prevention and the MetroWest Health Foundation with support provided by the Massachusetts Department of Public Health and the Metropolitan Area Planning Council.

VII. MAPC Description of Tech Park Project

- MetroWest Moves isn't required to provide financial support, but the Tech Park Project wants the team's support, and a financial contribution would be appreciated.
- Tim Reardon from MAPC provided a background and goals of the project.
- TA panel with Urban Land Institute (ULI) brings together professionals from the development community to look at sites and make recommendations on stimulating sustainable development. Panel does stakeholder interviews and site visits.
- Opportunities for Involvement: MetroWest Moves representatives can go to panel presentation June 12th and meet with panelists for key informant interviews to educate about incorporating public health components into this project. ½ day site visit May 30th (10:30am-12:30pm interviews), and full day site visit and presentation June 12th (9:30am-11:00am follow-up interviews, 5pm presentation) and formal report is prepared.
- If feasible, financial contribution to project would be appreciated. ULI gave \$5,200 donation. MAPC covers a portion also. Tech Park is not being asked to contribute.
- Tammy from JSI will follow up with Tim at MAPC for further details.

VIII. Budget Update

- The budget will be performance-based.
- 'Other direct costs': \$26,500 is available until September. Mark Fenton will be paid out of here (\$4,000 plus \$200 estimated travel).
- Estimated costs for WalkBoston, maps, walk/bike work: \$6,000
- Costs of Website: \$5,000
- TechPark Project: \$2,000
- Others costs: TBD

IX. Further Discussion:

- Michelle will report back to the group after 495 Partnership Annual Meeting on June 1st.

Next Meeting: Thursday May 24th, 3pm (Framingham)

Meeting Adjourned: The meeting adjourned on May 17th, 2012 at 12:37pm