

# Brookline Together Board Meeting Minutes April 11, 2022

## Board Officers:

President: Caitlin McNulty

Vice-President: Blake Plavchak

Secretary: Ally Bove

Treasurer: Bill Kim

Finance Co-Chair: Mark Hopkinson

Community & Business Engagement Chair: Melissa Kilmer

Community & Business Engagement Co-Chair: Sami Melhorn

Beautification Chair: Lisa Wilson

Beautification Co-Chair: Blake Plavchak

Present: Caitlin McNulty, Blake Plavchak, Melissa Kilmer, Lisa Wilson, Bill Kim, Ally Bove, Mark Hopkinson, Sami Melhorn, Jason Shymoniak

Excused: n/a

Caitlin McNulty called the meeting to order at 7:01 PM.

## Brookline Together April 2022 Meeting Agenda

- March community meeting Minutes were approved (motion: Bill Kim, 2<sup>nd</sup>: Blake Plavchak, all in favor, 0 opposed, 0 abstentions.)
- Treasurer Report
  - We've received money from the now-defunct Breeze race committee and reimbursement from the URA.
- New Business
  - Our insurance is up for renewal beginning 7/1/22, and some changes need to be made:
    - We need to add property coverage for the community garden and the storage box we're installing on Brookline Blvd, so it would make sense to list one of those as our physical address. After discussion, the group agreed that listing the Jacob/Whited site as our physical address makes the most sense.
    - We should also increase our coverage limit on property. The Beautification team will work with Caitlin to determine what an appropriate new coverage limit would be.
- Ongoing Business – Updates
  - Membership
  - Events
    - Memorial Day Parade – May 30, 2022. We are in need of people with interesting cars to be in the parade. Contact Melissa Kilmer if you know someone!
    - Yard sale – June 4-5, 2022. Registrations are available on our website; currently have received >20 registrations.
  - Beautification
    - Storage

- The proposal is to rent a Conex box for storage, to be placed at 942 Brookline Blvd, under an agreement with the property owner. We would use our seasonal banners on the fence to help with the aesthetic appearance.
  - Cost breakdown:
    - Costs already paid: \$220 in initial permitting fees to the City
    - Costs incurred but not yet paid: \$550 to JR Gales for the survey
    - Costs being proposed and up for a vote: \$3292 in up-front one-time costs (as below), plus \$2398 annually in rental fees for the Conex box
      - \$341 in site prep materials
      - \$560 to add a gate to the fence at the site
      - \$752 in delivery fees (which includes eventual pickup fees; has to be paid up-front)
      - \$339 in remaining permitting fees to the City
      - \$1300 in engineering fees
  - Outcomes of discussion: No vote yet; need more information.
    - Need to update our agreement with the property owner to get a sense of timeline of how long we can reliably know that we can use the space
    - Need to find out how much our insurance will change when adding this
    - Need a better sense of how this will be funded moving forward
  - This summer, Beautification will need to purchase and install some new metal bands that hold the brackets for the holiday wreaths on Brookline Blvd; many broke during the 2021-22 holiday season.
  - Cleanups – Earth Day cleanup and planting perennials along Brookline Blvd on Saturday, April 23. Volunteers are still needed!
  - Brookline Mural Approval Review
    - Art commission hearing is April 27 – Blake to attend. Blake is confirming that the memorandum of understanding with the City is complete.
  - Jacob Whited Update & Community Garden Planning – meeting scheduled for April 21 with BT members and non-members who have expressed interest in assisting with it.
- May 2022 Community Focus: Project Updates from Beautification and Community Events
  - Reminders & Other Announcements – none

Motion to adjourn: Bill Kim; 2<sup>nd</sup>: Blake Plavchak. The meeting was adjourned at 8:18 p.m.

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**Notes for upcoming community meetings:**

May focus – Project Updates plus DAM – Invite Scharff, Thomas - [thomas.scharff@pittsburghpa.gov](mailto:thomas.scharff@pittsburghpa.gov), Yewande Olugbade- [wande2330@gmail.com](mailto:wande2330@gmail.com)

June (board only) –

Invite Ed Nusser & Crystal Jennings from City of Bridges Community Land Trust to discuss future planning of neighborhood development in Brookline

ed@ cityofbridgesclt.org, crystal@ cityofbridgesclt.org

July focus – potentially community safety and concerns re: substance use, if there seems to be a need for a conversation about it at that point.

**Mission:** To promote a vibrant and livable community through collaborative initiatives that unify Brookline’s business and residential interests.

**Goals for 2022:**

1. Increase community involvement
2. Increase tangible community impacts
3. Improve communications
4. Create generative funding streams