



**TOWN OF GRAFTON**  
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**PLANNING DEPARTMENT**

## **M E M O R A N D U M**

TO: Town of Grafton Planning Board  
FROM: Fiona Coughlan, Town Planner  
CC: Natalia Alward, Planning Assistant (via email)  
DATE: March 6, 2023  
SUBJECT: District Local Technical Assistance (DLTA) Funding

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*This memorandum has been prepared as part of the March 13, 2023, Planning Board meeting materials. It is a status update for the Board regarding March District Local Technical Assistance (DLTA) funding. The Planning Department coordinated an application with the assistance of the Central Massachusetts Regional Planning Commission (CMRPC).*

### STAFF ANALYSIS AND RECOMMENDATIONS – MARCH DLTA APPLICATION

The Town Planner received an email about March DLTA funding from CMRPC on March 1, 2023. She then worked with CMRPC to evaluate opportunities and craft an application to advance the implementation of the Open Space and Recreation Plan (OSRP). She proposed two options:

1. 1.2-B - *Review and update water supply protection overlay district at regular intervals.*
2. 5.1-A - *Develop priority list of parcels for immediate and future acquisition of land to expand and connect existing resources, based on risk, proximity to existing resources and other factors.*

CMRPC recommended pursuing 5.1-A, as they have experience with this type of project and are conducting a similar assessment for another Town in the region. DLTA funding is for short-term projects that must be completed within one calendar year (limited in scope and budget). Typically, a community is awarded one project per year. The Town did submit a DLTA application during the January application cycle (*5 Mill Street Redesign Project*). As that project was approved and is currently underway, that may negatively affect our chances for acceptance for this round.

There is no cost associated with DLTA projects and no match requirement. However, an application is favorable if the applicant contributes in-kind staff hours. CMRPC assisted the Town Planner with the submission and assembled the budget. The March DLTA deadline was on March 9, 2023. CMRPC will work with the Town Planner to “pitch” the project to the Physical Development Committee on March 16, 2023. The Town Planner will continue to consult the Planning Board and it’s CMRPC Delegate throughout this process. Please let me know if you have any questions for require further information on this topic at this time.

Thank you.

Fiona Coughlan