

**Community Preservation Committee
February 8, 2023
Hybrid Meeting Minutes**

PRESENT:

Chair Joseph Sheehan (In person)
Vice-Chair Catherine Walsh (Remote; left at 6:30 PM)
Julie Barbour-Issa (In person)
Cheryl Doyle, (In person)
Maria Gallesyan (Remote)
Patricia Griffin Starr (In person)
Joe Greeley (In person)
John Hall (Remote; joined at 5:40 PM)
Matt Lane (Remote)

Kristen Phelps, Community Preservation Coordinator (In person)
Emily Manning, Recording Secretary (In person)

ALSO PRESENT:

Holly Jones, Conservation Agent (In person)
Patricia Fanning, Old Parish Preservation Volunteers (In person)
Mark Ryan, Norwood Public Works Director (In person)
Sean Barnicle, Executive Director, Norwood Housing Authority (In person)

CALL TO ORDER:

The meeting was called to order at 5:36 P.M.

APPROVAL OF MINUTES:

MOTION to approve the minutes from the November 30, 2022 meeting made by Cheryl Doyle. Motion seconded by Julie Barbour-Issa.

Roll Call Vote:

Catherine Walsh: **Aye**
Julie Barbour-Issa: **Aye**
Cheryl Doyle: **Aye**
Joe Greeley: **Aye**
Patricia Griffin Starr: **Aye**
Matt Lane: **Aye**
Joseph Sheehan: **Aye**

Result: 7-0-1 (Approved) Maria Gallesyan abstained.

Presentations by Community Preservation Act Applicants

Conservation Fund Transfer

Holly Jones shared a slideshow presentation. She detailed the amount of funds currently in the Conservation Land Fund, where the funds have come from, and how they are distributed. Holly stated that the funds being requested would go toward expenses related to land purchases. There are certain admissible uses for CPC funds in regards to Conservation. She shared her ideas for potential uses of the

funds, although there is no set in stone project related to the potential CPC funds. Holly pointed out other towns in the Commonwealth that have approved such transfers, and she stated that the Accounting Office has the ability to separate potential CPA funds from other funds in the Conservation Land Fund.

Cheryl Doyle expressed concerns about this potential transfer, noting that it should not replace the annual appropriation from the General Fund to this account and questioned whether this would be a recurring request. Holly stated that the Commission would like to grow the Conservation Land Fund over time, thus it is possible they would return in future years for supplemental funding.

CPC members discussed the approval process when purchasing real property interests. Joe Greeley highlighted the need to ensure that any transferred funds are spent in accordance with CPA guidelines, which are more restrictive than the general rules governing Conservation Funds. John Hall stated that assurance of the proper usage of these funds would be necessary for him to feel comfortable with the project. He stated that more evidence would be needed for this project to pass at Town Meeting, and he recommended that further information be provided with respect to how these transfers have been administered in other communities.

Further discussion about this proposal will take place at a future meeting.

Old Parish Cemetery Restoration

Mark Ryan and Patty Fanning presented. The Old Parish Cemetery was established in 1741. They are requesting \$675,000 for a 3 phase project. The first phase of the project would be the replacement of the chain-link fence with a new fence featuring two entrance gates, as well as pedestrian walkways. The replacement cost would be \$460,000. Phase two would include the beautification of the abutting parcel on Washington Street side at a cost of \$120,000. Phase three would be very similar to phase two except on Railroad Ave., costing \$115,000. National Grid would provide \$20,000 towards the installation of a new gas line for this project.

Kristen Phelps reported that she had consulted with the Community Preservation Coalition and the Massachusetts Division of Local Services about the elements of this project that fall outside of the cemetery parcel. She was advised that the walkways/improvements on Railroad Ave. and Washington St. would not be eligible for CPA funds. The applicants presented their solution to the elimination of the walkways, which will decrease the funding request to \$523K.

Cheryl Doyle wanted clarification on the drop in price to \$523,000. Joe Greeley wondered if there might be additional work to be done at the cemetery that CPA funds could be used toward. Matt Lane suggested rehabilitation of the flagpole. Mark Ryan detailed other potential ideas, and stated that replacement of the flagpole would cost \$7,000, excluding the flag. Cheryl Doyle believed with the costs potentially at \$530,000, the project has a better chance of passing through Town Meeting.

McDonough Housing Complex Preservation

Sean Barnicle shared a slideshow presentation detailing the Housing Authority's request for \$350,000. The grant would fund the preservation of the 152-unit McDonough Housing Complex by replacing windows and siding. Sean pointed out that the windows have not been replaced since 1968, and while the Housing Authority has always maintained the windows, they are far past their life expectancy (of 30 years). Sean noted that this would be a capital improvement, not routine maintenance. In addition, he explained that a HILAPP grant would be pursued that would match \$2.50 to every \$1 awarded in CPA funds. The Housing Authority would also be using their own funds, and would be able to maintain this project once completed.

Joseph Sheehan was in agreement with the preservation of the housing complex. He wondered about issues with the complex beyond the windows. Sean stated that any other repairs that need to be made could be done through other funding sources.

Joe Greeley wondered what would happen if the Housing Authority found further issues while completing the project. Sean stated that along with the state, there are other funding sources if something were to happen outside of the scope of this project.

Matt Lane spoke in support of the project, and pointed out that other housing authorities in CPA communities have completed similar projects.

Status of Application from Morse House Committee

Kristen stated that the Historical Commission was meeting on February 9, 2023 to discuss their CPC project.

Social Media Strategy Discussion

Julie Barbour-Issa described her research into other board & committee social media pages. She stated she found two main uses of social media: giving out information to the public and showing off completed projects. Discussion about process, content and public commenting followed. Maria Gallesyan offered to help Julie run the page.

2023 Meeting Dates Discussion

John Hall wondered when the deadline was for getting on the Town Meeting schedule, Kristen and Matt Lane confirmed that the deadline would likely fall around the end of March. Given the timeline, the Committee agreed that the late application from the Morse House Subcommittee would need to be submitted on or before February 24, 2023.

MOTION for the remaining 2023 meetings to take place as follows: February 22, March 8, March 22, April 19, May 8, May 24, June 14, July 12, August 9, September 13, October 11, November 8, November 29, December 6. Motion approved by Patricia Starr Griffin, seconded by Cheryl Doyle.

Roll Call Vote:

Julie Barbour-Issa: **Aye**
Cheryl Doyle: **Aye**
Maria Gallesyan: **Aye**
Joe Greeley: **Aye**
Patricia Griffin Starr: **Aye**
John Hall: **Aye**
Matt Lane: **Aye**
Joseph Sheehan: **Aye**

Result: 8-0-0 (Approved)

Other Business

Kristen let the Committee know that the Annual Town Report for 2022 is due February 28. A draft similar to the report submitted last year will be discussed at the next meeting.

Adjournment

MOTION to adjourn made by Patricia Griffin Starr, seconded by Julie Barbour-Issa.

Roll Call Vote:

Julie Barbour-Issa: **Aye**

Cheryl Doyle: **Aye**

Maria Gallesyan: **Aye**

Joe Greeley: **Aye**

Patricia Griffin Starr: **Aye**

John Hall: **Aye**

Matt Lane: **Aye**

Joseph Sheehan: **Aye**

Result: 8-0-0 (Approved) The meeting was adjourned at 7:36 P.M.

Respectfully submitted by Emily Manning, recording secretary