

COMMUNITY PRESERVATION COMMITTEE
March 2, 2022
Hybrid Meeting Minutes

PRESENT:

Chair Patricia Griffin Starr, Housing Authority representative (In-person)
Vice Chair Joseph Sheehan, Planning Board representative (In-person)
Julie Barbour-Issa, Selectmen-appointed representative (Remote)
Cheryl Doyle, Historical Commission representative (In-person)
Maria Gallesyan, Selectmen-appointed representative (Remote)
Joseph Greeley, Selectmen-appointed representative (In-person)
John Hall, Selectmen-appointed representative (Remote)
Catherine Walsh, Conservation Commission representative (In-person)

Kristen Phelps, Community Preservation Coordinator (In-person)

ABSENT:

Matt Lane, Selectmen/Parks Commission representative

Call to Order

The meeting was called to order at 5:31pm by Chair Patricia Griffin Starr in Room 24 at Norwood Town Hall.

Approval of Minutes

MOTION made by Cheryl Doyle to approve the meeting minutes of February 9, 2022. Motion seconded by Joseph Greeley.

Roll-call vote:

Patricia Griffin Starr: **Aye**
Joseph Sheehan: **Aye**
Julia Barbour-Issa: **Aye**
Cheryl Doyle: **Aye**
Maria Gallesyan: **Abstain**
Joseph Greeley: **Aye**
John Hall: **Aye**
Matt Lane: Absent
Catherine Walsh: **Aye**

Result: 7-0-1 (Approved)

MOTION made by Cheryl Doyle to approve the meeting minutes of February 16, 2022. Motion seconded by Joseph Greeley.

Roll-call vote:

Patricia Griffin Starr: **Aye**
Joseph Sheehan: **Aye**
Julia Barbour-Issa: **Aye**
Cheryl Doyle: **Aye**
Maria Gallesyan: **Aye**
Joseph Greeley: **Aye**
John Hall: **Aye**

Matt Lane: Absent
Catherine Walsh: Aye

Result: 8-0-0 (Approved)

Consideration of FY'23 Community Preservation Act Application for Riverfront Park (Cooper Park) Project and Vote on Recommendation to Annual Town Meeting

A subgroup, consisting of Community Preservation Coordinator Kristen Phelps, Town Conservation Agent Holly Jones, Director of Community Planning and Economic Development Paul Halkiotis, and Joe Greeley met with General Manager Mazzucco to further define the availability of Town government funds for the Riverfront Park (Cooper Park) project.

The total project request is approximately \$1.6M. General Manager Tony Mazzucco has indicated that the Town can fund 50% of the project. The Community Preservation Committee may vote to commit Community Preservation Act funds for the balance, equaling \$805k. There is a possibility for grant funding to offset the project costs. Any grants received or funds returned, as a result of the project coming in under budget, would be split 50/50 to the Community Preservation Fund and general Town funds.

It is preferable that the project be completed all at once rather than phasing as costs are steadily increasing and phasing would delay a fully inviting and useable park for the community. Discussion about the reserve funds to appropriate from, the proposed project contingency, and the best way to present the proposal at Annual Town Meeting followed.

MOTION made by Joseph Sheehan to accept the project as presented, with the handouts received tonight, with 50% coming from the Town and the other 50% - totaling \$805,000 - coming from the Community Preservation undesignated/unbudgeted reserve fund. Motion seconded by Cheryl Doyle.

John Hall recommended that the motion be amended, with both Joseph Sheehan and Cheryl Doyle agreeing, adding "in accordance with Joe Greeley's memo." Thus, the revised motion reads:

MOTION to accept the project as presented, with the handouts received tonight, with 50% coming from the Town and the other 50% - totaling \$805,000 - coming from the Community Preservation undesignated/unbudgeted reserve fund, in accordance with Joe Greeley's memo.

Roll-call vote:

Patricia Griffin Starr: Aye
Joseph Sheehan: Aye
Julia Barbour-Issa: Aye
Cheryl Doyle: Aye
Maria Gallesyan: Aye
Joseph Greeley: Aye
John Hall: Aye
Matt Lane: Absent
Catherine Walsh: Aye

Result: 8-0-0 (Approved)

The Committee will begin work on the presentation for Town Meeting.

Project Updates

Coordinator Phelps distributed letters sent to the FY '23 CPA applicants about their projects.

The Carillon project (exclusive of the fire bell extraction) should be completed by next month. Work in the tower is complete, with a short “punch list” of items to be addressed when the foundry operators return. A sign acknowledging CPA funding is also pending. The Committee agreed that applicants should be invited to present at a future meeting as projects are completed.

Coordinator Phelps will work on updating the Community Preservation webpage on the Town website.

The Committee agreed that signs should be installed at each project site identifying the funding source coming from Community Preservation.

Conservation Agent Holly Jones invited the Committee to walk the site of the Riverfront Park project. The Committee accepted the invitation and will conduct its walk-through during their regularly scheduled meeting on March 23, 2022 at 5:00 p.m.

Meeting Schedule

A draft meeting schedule for the remainder of 2022 was distributed to members. While it is likely that some of these meetings may be canceled, it is preferable to reserve the date and meeting venue in advance. Meetings will be held at Town Hall in Room 24 unless noted otherwise. The meeting dates are:

- March 23, 2022
- April 13, 2022
- April 27, 2022
- May 11, 2022
- May 25, 2022
- June 8, 2022
- June 22, 2022
- July 13, 2022
- July 27, 2022
- August 10, 2022
- August 24, 2022
- September 14, 2022
- September 28, 2022
- October 12, 2022
- October 26, 2022
- November 9, 2022
- November 30, 2022
- December 14, 2022

MOTION made by Cheryl Doyle to approve the meeting schedule for 2022. Motion seconded by Catherine Walsh.

Roll-call vote:

Patricia Griffin Starr: **Aye**
Joseph Sheehan: **Aye**
Julia Barbour-Issa: **Aye**
Cheryl Doyle: **Aye**
Maria Gallesyan: **Aye**
Joseph Greeley: **Aye**
John Hall: **Aye**
Matt Lane: Absent
Catherine Walsh: **Aye**

Result: 8-0-0 (Approved)

Other Business

John Hall suggested that the CPC consider sharing a slide-show of completed CPA projects at the outset of Annual Town Meeting.

Patricia Griffin Starr pointed CPC members to the Seven-Year Action Plan from the Open Space and Recreation Plan Update, which was shared with the Committee in the meeting packet, noting that it is a concise table detailing goals, actions, responsible parties, and potential funding sources.

Adjournment

MOTION made by Cheryl Doyle to adjourn the meeting. Motion seconded by Catherine Walsh.

Roll-call vote:

Patricia Griffin Starr: **Aye**
Joseph Sheehan: **Aye**
Julia Barbour-Issa: **Aye**
Cheryl Doyle: **Aye**
Maria Gallesyan: **Aye**
Joseph Greeley: **Aye**
John Hall: **Aye**
Matt Lane: Absent
Catherine Walsh: **Aye**

Result: 8-0-0 (Approved)

The meeting adjourned at 6:07pm.

Articles/Exhibits Used at Meeting

- Cash flow scenarios
- Copies of applicant letters
 - Shattuck Park Design Study
 - Airport Playground project
 - Restoration/preservation of the circa 1927 architectural rendering of Norwood Town Hall; and the restoration/preservation of Annual Town Reports from the 1800s
 - One-year participation in a Regional Housing Services Organization; and micro-grants for the extension of affordable housing deed restrictions
 - Stearns Drive and Elliot Street Pocket Park project
- Correspondence from J. Greeley to the Committee regarding Cooper Park financing
- Draft meeting minutes of February 9, 2022 for the Committee's review and approval
- Draft meeting minutes of February 16, 2022 for the Committee's review and approval
- Draft meeting schedule for calendar year 2022
- Memo from K. Phelps to the Committee regarding the South Norwood Riverfront Park project, dated March 2, 2022
- Open Space and Recreation Seven-Year Action Plan
- Riverfront Park Debt Services Schedule
- Spreadsheet detailing budget impact of 10-year bond
- Trails map

Minutes respectfully submitted to the Committee by John Cianciarulo.