

**Community Preservation Committee  
April 27, 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; arrived at 5:50pm)  
John Hall, Selectmen-appointed representative (Remote)  
Matt Lane, Selectmen/Parks Commission representative (In-person; left meeting at 6:04pm)

Kristen Phelps, Community Preservation Coordinator (In-person)

**ABSENT:**

Catherine Walsh, Conservation Commission representative

**Call to Order**

The meeting was called to order at 5:30pm 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 April 13, 2022. Motion seconded by Joseph Sheehan.

Roll-call vote:

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

**Result: 7-0-0 (Approved)**

**Old Parish Cemetery Master Plan Presentation**

Director of Public Works/Town Engineer Mark Ryan, Old Parish Preservation Volunteers' President Patricia Fanning, and Vesna Manerva, Senior Landscape Architect at Halvorson, a landscape architecture, planning, and urban design firm tasked with the developing the master plan, were present.

Ms. Manerva presented her firm's analysis to the Committee.

The Old Parish Cemetery is a parcel surrounded by commercial facilities and the Norwood Depot commuter rail station. It is located a short distance from Norwood Town Common. The cemetery was established in 1741.

A depiction of the site inventory and base map was shown, along with site features. The existing conditions include chain link fencing and deteriorating tombs in need of restoration.

Images of the existing vegetation, including the lawn and mature trees, was shown. The topography and drainage was also discussed.

Ms. Manerva reported that the most prominent views to the cemetery are from Railroad Avenue and Central Street. The Washington Street entry is set back and the cemetery is concealed by abutter buildings.

The firm's conceptual design and recommendations were then presented, along with some renderings. Key improvements include:

- New paving
- New entry gate
- Welcome signage
- Accessible areas, including handicapped parking
- Plantings
- Structural restoration of tombs
- Drainage improvements

Cheryl Doyle asked whether the work would be done in phases or all at once. Mr. Ryan reported that a phased approach would be done, but a determination on what areas to address first needs to be made. Some things, such as vegetation removal, bench pads, and planting can be done in-house.

Joseph Greeley questioned what plans the MBTA has for Norwood Depot station, as that could affect the work. The General Manager's Office will be consulted to see if any plans are known.

### **Finance Report**

Joseph Greeley provided a copy of the finance report to the Committee. He recommended that the CPC review older projects and determine whether any are ready to close before the end of the fiscal year. This will be beneficial when filing the end-of-year report with the State.

Mr. Greeley further reported that he met with the Finance Commission, which voted unanimously to support the FY 2023 CPC project recommendations, as presented, at Town Meeting.

### **Town Meeting Materials**

Community Preservation Coordinator Kristen Phelps distributed copies of informational materials related to each of the six Community Preservation Committee project recommendations. The intent is to post these documents on the Community Preservation webpage. The Committee agreed that it may be beneficial to distribute this material at the informational sessions that the General Manager's Office is hosting next week.

### **Other Business**

Joseph Greeley is maintaining a list of Community Preservation projects since its inception in Norwood.

Recreation Superintendent Travis Farley sent a communication with updates on three projects: Murphy Field, Lower Balch Rehabilitation, and the pool. The funds for the pool project have been spent. Punch list items remain for the other two projects.

Chair Griffin Starr followed-up on the Alevizos Pavilion project closeout. She reported that there was nothing in the plans for a handicapped-accessible pathway and while there was discussion about electrical service at the site, it was voted down. However, Cheryl Doyle recalls the contrary, which is why there are excess, unused funds for the project. Ms. Doyle will find the documents related to the original project plan and forward to Community Preservation Coordinator Kristen Phelps for distribution to the Committee.

A tentative meeting has been scheduled for Monday, May 9 at 6pm in the event that any business needs to be addressed prior to Town Meeting that evening.

### **Adjournment**

**MOTION** made by Cheryl Doyle to adjourn the meeting. Motion seconded by Joseph Greeley.

Roll-call vote:

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

**Result: 7-0-0 (Approved)**

The meeting adjourned at 6:24pm.

### **Articles/Exhibits Used at Meeting**

- Community Preservation Act financial report, dated April 20, 2022
- Community Preservation project information sheets
- Draft meeting minutes of April 13, 2022 for the Committee's review and approval
- Old Parish Cemetery Master Plan and Design

*Minutes respectfully submitted to the Committee by John Cianciarulo.*