

**Community Preservation Committee  
August 24, 2022  
Hybrid Meeting Minutes**

**PRESENT:**

Chair Joseph Sheehan, Planning Board representative (In-person)  
Vice Chair Catherine Walsh, Conservation Commission representative (Remote)  
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 5:43pm)  
John Hall, Selectmen-appointed representative (Remote)  
Matt Lane, Selectmen/Parks Commission representative (In-person)

Kristen Phelps, Community Preservation Coordinator (In-person)

**ABSENT:**

Patricia Griffin Starr, Housing Authority representative

**Call to Order**

The meeting was called to order at 5:33pm by Chair Joseph Sheehan in Room 24 at Norwood Town Hall.

**Approval of Meeting Minutes**

**MOTION** made by Cheryl Doyle to approve the meeting minutes of July 27, 2022. Motion seconded by Matt Lane.

Roll-call vote:

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

**Result: 6-0-1 (Approved)**

**Town Pool Assessment Presentation**

Recreation Superintendent Travis Farley presented.

An assessment of the town's pools took nearly two years to complete, which included a thorough analysis of current facilities. The Hawes Pool is approximately 75-years-old; while Father Mac's is close to 60. Mr. Farley stated that decisions will need to be made in the next 5-10 years about how to address issues related to the pools and the study will help to guide that process.

Through the assessment study and the associated committee, it was decided to focus on upgrading the Hawes pool first, which will be done through the capital budget. Work will include an updated spray park, wading pool, and entry element. Hawes was chosen as the first pool to address for its increased use and accessibility. More time will be needed to determine next steps for the pool at Father Mac's.

The Committee expressed their thanks for the presentation and the analysis document and agreed that the path forward is the right one.

### **Project Updates**

#### *Murphy Playground*

Mr. Farley reported that the project is now complete, as the poured rubber surface has been installed.

#### *Lower Balch Rehabilitation*

The courts have been resurfaced and the fence has been repaired. The only outstanding item is an accessible ramp from the upper area to the lower. Approximately \$75k remains available to complete the ramp. Due to pandemic-related increases in procurement costs, the preliminary cost estimates for this work have come back at nearly double the amount available. Mr. Farley has worked with the Public Works and engineering departments to review alternatives. One option being considered is making the St. George entrance accessible, at a lesser cost.

### **Draft CP-3 Submission**

The CP-3 form is due to the State by September 15. Coordinator Phelps has drafted the submission for the Committee's review and approval. Previous submissions were used as a template.

**MOTION** made by Cheryl Doyle to submit the CP-3 form as drafted to the State. Motion seconded by Joseph Greeley.

Roll-call vote:

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

**Result: 8-0-0 (Approved)**

### **Ongoing Review of Needs Assessment**

Coordinator Phelps met with Cheryl Doyle and John Hall to discuss the ongoing review. The process is more time consuming than originally anticipated.

Tables and charts about monies reserved in each category will be incorporated. Coordinator Phelps will distribute portions of the document as they are completed. Further refinement will be done based upon feedback from the Committee.

### **Financial Report**

Joe Greeley reported that the year-end process for FY'22 remains ongoing.

### **Notice of Application Opening**

Coordinator Phelps distributed a draft press release to promote the upcoming application cycle. Additional outlets beyond the newspaper, including social media and the Town website, were suggested.

## **Project Updates**

### *Morse House Study*

The Morse House Study project is closed.

### *Old Parish Cemetery*

The Old Parish Cemetery project is closed.

### *Pool Study*

The study of the Town's pools is closed.

### *Murphy Field*

Rehabilitation work is complete. The project just needs to have a sign installed.

### *Fire Bell*

The fire bell in the carillon at Town Hall has been removed. Some additional work and restoration will be taking place. Coordinator Phelps will contact the applicant to discuss the project's next steps.

### *University Ave. Trail Design*

The Requests for Proposals for the University Avenue Trail Design project have been reviewed and will be going out in a few weeks.

### *Stearns and Elliott Pocket Park*

The costs associated with the Stearns and Elliott pocket park project have increased and some design revisions have taken place. It is hoped that clearing work will begin soon.

### *Regional Housing Services*

Work on the Regional Housing Services organization is progressing.

### *Saint Streets Lot*

Work on an intermediate sign for the first phase of the Saint Streets lot project is ongoing.

Mr. Hall suggested that some of the projects be integrated with the Norwood 150 celebration. He remarked that by putting each of the projects into a larger context, their value can be better understood.

## **Other Business**

The Old Parish Cemetery was discussed at a recent Board of Selectmen meeting. They discussed coming to the Community Preservation Committee for project funding to address entrance repair and fencing.

The Committee will have a booth at Norwood Day. Coordinator Phelps will attend.

Joseph Greeley suggested that the Committee hold office hours to help guide applicants through the process.

## **Adjournment**

**MOTION** made by Cheryl Doyle to adjourn the meeting. Motion seconded by Matt Lane.

Roll-call vote:

Joseph Sheehan: **Aye**

Catherine Walsh: **Aye**

Julie Barbour-Issa: **Aye**

Cheryl Doyle: **Aye**

Maria Gallesyan: Aye  
Joseph Greeley: Aye  
Patricia Griffin Starr: Absent  
John Hall: Aye  
Matt Lane: Aye

**Result: 8-0-0 (Approved)**

The meeting adjourned at 6:27pm.

Articles/Exhibits Used at Meeting

- Draft CP-3 Update Project Descriptions
- Draft "Call for Community Preservation Act Applications" press release
- Draft meeting minutes of July 27, 2022 for the Committee's review and approval
- Norwood Pools Feasibility Study (Phase 1) dated April 25, 2022 by Kuth Ranieri

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