

**Community Preservation Committee
October 11, 2023
Hybrid Meeting Minutes**

PRESENT

Joseph Sheehan
Julie Barbour-Issa
Cheryl Doyle
Maria Gallesyan
Joe Greeley
Patricia Griffin Starr
John Hall

ABSENT

Catherine Walsh
Matt Lane

CALL TO ORDER

The meeting was called to order at 5:34 P.M.

MEETING MINUTES

MOTION to approve the minutes of the September 13, 2023 meeting, pending edits, made by Patricia Griffin Starr. Seconded by Julie Barbour-Issa.

Roll Call Vote:

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

Result: 6-0-1 (Motion Passed)

2023-2024 CPA PRE-APPLICATIONS- REVIEW & DISCUSS

Mr. Sheehan pointed out that the group would be determining eligibility for the projects, as well as gathering questions and feedback for the full application.

Tiot Trail Bridging

Ms. Phelps stated that the Board of Selectmen – as the controlling authority for many of the subject properties – will consider whether to support this proposal at their next meeting. Mr. Greeley stated that the Norwood Trails Committee would be meeting with the Conservation Commission and the Airport Commission in the coming weeks. In response to a question from Mr. Hall, Mr. Greeley stated that the Trails Advisory Committee had spoken with the General Manager, who was in favor of the project. Mr. Greeley described the proposed project, noting that most of the structures proposed would be boardwalks or “crossings” (rather than bridges) and he confirmed that maintenance would be undertaken largely by the Trails Committee. He added that the Committee was coming up with a list of frequently asked questions to assist with their presentation. Following further discussion, the group agreed that the project met the CPA eligibility requirements.

Morse Hill Veterans Park

Mr. Sheehan noted that the proposal was similar in scope to past projects at Alevizos and the corner of Stearns and Elliot Streets, and therefore met eligibility requirements. Mr. Greeley inquired about accessibility at the park and requested further clarification on the proposed parking situation. Ms. Doyle added that it may be a neighborhood gathering space rather than a destination park, without plans for overwhelming amounts of vehicles. Mr. Hall also expressed concerns about traffic safety, pointing out that it is close to the Hawes Pool, which was very busy during the summertime, and crossing over Washington Street was not always safe.

Norwood Memorial Airport Playground

Mr. Sheehan noted that a similar request was brought in during the 2021 CPA cycle, and while it was determined to be eligible for CPA funding, it was not recommended to Town Meeting that year. Mr. Sheehan inquired about the proposed location on the airport property, as many people enjoy sitting on the benches to watch the planes take off and land. The full application is expected to include detailed plans with the playground location and elements. Discussion about safety issues from having a playground in close proximity to the runway followed. Ms. Barbour-Issa wondered if there was a possibility for the applicants to scale the project back, potentially doing it in multiple phases, considering they were asking for \$235,000 out of CPA funding. CPC members agreed that a site visit in advance of the hearing on this project might be useful.

Conservation Fund Transfer

Mr. Sheehan noted that transfers to a town's conservation fund is an eligible expense, and he reiterated some of the questions that the CPC raised in response to last year's submittal of a transfer request. Ms. Doyle mentioned that accountability for expenditures from any transfer continued to be a concern, and she asked how this would be addressed. Ms. Phelps explained that the fund transfer had been set up as a project, which would require that expenditures from that account be submitted through the CPC's administrative process. Discussion about how an annual transfer request might impact future project proposals by the Conservation Commission followed. Mr. Greeley noted that long-term planning for larger projects is something being discussed with the Finance Department.

Shattuck Park Improvement Project

Ms. Phelps stated the applicants were proposing improving four entrances to Shattuck Park, and that they were on the agenda for the next Board of Selectmen meeting. Ms. Barbour-Issa pointed out that the project as described in the pre-application seemed as though it might be more maintenance work, which is not permitted by the CPA, rather than a restoration project. Several CPC members concurred with this assessment. Discussion about the prior application and feedback from abutters followed. Mr. Hall noted that the application needed more work before it was ready to be presented.

Shared Housing Service Organization

Mr. Sheehan noted that this proposal was discussed at the September meeting and was an eligible use of CPA funds. A total of \$10,000 for participation in the Shared Housing Services Organization was approved in 2022; however, the contract was only signed in the last month or so.

Vernon Street Veterans Housing

Ms. Phelps spoke with the Massachusetts Housing Partnership, who provided several questions to discuss with the applicant. The proposed project meets eligibility guidelines as creation of affordable housing. Discussion about how the funds would be used by the developer and the logistics of providing a grant to a private non-profit followed. An affordable deed restriction will need to be executed if funds are awarded and a grant agreement between the Town and the applicant would also apply. Mr. Hall wondered if these elements would be included in any Town Meeting motion on this proposal. Town Counsel will likely be involved in developing these documents.

Norwood Pumping Station Study

Ms. Phelps spoke with Judith Howard, the applicant, regarding the project. Ms. Howard decided to withdraw her application with the intent of doing more groundwork for the project, and reapplying next year. Mr. Hall was concerned about multiple aspects of the project, especially the lack of the Town Manager's involvement in the proposed project and absence of a feasibility study.

Day House Fireplace Restoration

Mr. Sheehan pointed out that the Day House was on the National Register of Historic Places, and the project appeared eligible. The Day House was on private property, so the applicants would need to prove how the project served the public good in their full application. Ms. Phelps stated that if the project were approved, a grant agreement would be signed. Ms. Barbour-Issa wondered if the applicant would need to specify times that they would be open to the public. Ms. Doyle questioned if there were any other funding sources available for this project as there appeared to be a gap in the proposed funding. Mr. Hall pointed out prior statements from the Historical Society regarding applying for CPA funding and wondered if those positions still stood. Mr. Greeley stated that a full account of projects that might be submitted for funding during future CPA cycles would be helpful.

St. Gabriel's Chapel- Windows & Roof

A major renovation of the chapel was undertaken within the last decade, and the question of whether the proposed project was maintenance or a capital expenditure was raised. The Purchasing Department is looking for the contracts for the original chapel project in 2018. Members of the group who were on the CPC in 2018 discussed what work was done as part of the rehabilitation. The CPC agreed that a full application for the project should be submitted but agreed that the work may be found ineligible depending on the information provided.

Washington Fire Bells

One of the fire bells was the subject of a prior application (removing it from the Carillon), and the restoration/public display of both bells appears to be eligible as preservation of a historical resource. The CPC concurred that they would like more information about where the bells would be located following restoration.

General Manager's Office Projects

The General Manager's office submitted five pre-applications for projects: Annual Town Reports, Town Hall Artwork, Morrill Memorial Library Stained-Glass Windows, Memorial Hall Benches, Historic Pinball Machine

Mr. Sheehan recommended the applicants rank the proposed projects in order of priority in case they were unable to recommend funding for all five projects during this cycle. He noted that all five projects would need to be reviewed by the Historical Commission who would then need to make a finding as to whether the pieces are significant to the Town's history, architecture, or culture. The overarching question was how the artifacts would be preserved and presented to the public.

Morrill Memorial Stained Glass Windows

Mr. Hall, also a member of the Library Board of Trustees, was not familiar with the stained-glass windows. The pre-application indicated that they were believed to be original to the 1878 construction of the library. It is likely that they were removed during the 1960's during a renovation. The General Manager's office was making the request because the Town Hall was in possession of the windows. Mr. Greeley suggested that the Library Board of Trustees should sign off on this project.

Annual Town Reports

Preservation of Annual Town Reports have been funded in each of the last two grant cycles. Each time, approximately 13 volumes were restored. Ms. Griffin Starr wondered if the collection was close to being

completed. Ms. Phelps stated that it was her understanding that the plan was to preserve Annual Town Reports through 1942.

Town Hall Artwork

The CPC noted the need for more specificity about the artwork to be restored and requested further information about the artists. There were concerns about the display of the artwork following restoration. Ms. Doyle inquired about how refurbished items would be stored if Town Hall were to be rehabilitated in the future and discussion about moving, storage, and relocation followed.

Though not part of the proposed project, Mr. Hall mentioned maps of Norwood displayed in the Guild Medical Building that he believed were better suited to be displayed in a Town building. Mr. Greeley agreed to reach out to the owners of the Guild Building regarding the maps.

Memorial Hall Benches

The benches appear to be original to the Town Hall. A similar project for the large table and chairs in Memorial Hall was submitted during the previous CPA cycle. Ms. Barbour-Issa wondered if there was more furniture in Memorial Hall that would need to be restored in the future. Ms. Phelps explained that there were other pieces under consideration in the Selectmen's Chambers, but Memorial Hall would be completed if this were approved. The application mentioned "improper cleaning" as a reason for needing restoration, which was a concern for Ms. Doyle. Ms. Phelps stated that after restoration, steps would be taken to ensure that the furniture was properly cared for.

Historic Pinball Machine

Ms. Doyle pointed out that the pinball machine appeared to be lacking historical significance. Ms. Barbour-Issa also questioned the lack of historical significance, and questioned how Town Meeting members might feel regarding the proposal. Based on the application provided, the proposal lacked a consensus of support from the CPC.

COMMUNITY PRESERVATION PLAN- UPDATE

As the update to the Community Preservation Plan is ongoing, the CPC agreed to use the most recent version of the Plan (2019) as the reference plan for this year's full applications.

FINANCE REPORT

Based on last year's presentation at Town Meeting, there was \$2.3 million available across all CPA funds. FY25 estimated revenue will be in excess of \$800K.

ADJOURNMENT

MOTION to adjourn the meeting made by Cheryl Doyle. Seconded by Patricia Griffin Starr.

Roll Call Vote:

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

Result: 7-0-0 (Motion Passed)

The meeting was adjourned at 7:30 P.M.
Minutes respectfully submitted by Emily Manning