

**Community Preservation Committee
December 8, 2021 – Meeting Minutes
Hybrid Meeting Minutes**

PRESENT:

Chair Patricia Griffin Starr, Housing Authority representative
Vice Chair Joseph Sheehan, Planning Board representative (Left at 6:50pm)
Julie Barbour-Issa, Selectmen-appointed representative (Remote)
Cheryl Doyle, Historical Commission representative
Maria Gallesyan, Selectmen-appointed representative (Remote)
Joseph Greeley, Selectmen-appointed representative (Arrived at 5:37pm)
John Hall, Selectmen-appointed representative
Matt Lane, Selectmen/Parks Commission representative (Left at 7:46pm)
Catherine Walsh, Conservation Commission representative

Sarah Dixon Bouchard, Assistant Town Planner

ABSENT:

None.

Call to Order

The meeting was called to order at 5:36pm by Chair Griffin Starr in Room 24 at Norwood Town Hall.

Approval of Minutes

The vote to approve the meeting minutes of October 20, 2021 was tabled until the next meeting.

Community Preservation Coordinator Kristin Phelps

Kristen Phelps was introduced to the Committee. She was recently appointed as the Community Preservation Coordinator. A resident of Walpole, she previously worked as a Conservation Agent and as a Community Preservation Administrator.

New Member Maria Gallesyan

Maria Gallesyan was introduced to the Committee. She moved to Norwood six years ago and is excited to be a member of the Community Preservation Committee.

Finance Report

Joseph Greeley reviewed the financial report.

The total estimated Community Preservation Act (CPA) revenue for 2022 will be \$907,305. The projected balance by June 30, 2022 will be \$2.4M.

Joseph Sheehan asked about opinions regarding borrowing, as it may be needed to fund the Riverfront Park project. There was no consensus. However, if funds are to be borrowed, the Town would borrow the money and CPA funds would be used for repayment.

Application Review

Assistant Town Planner Bouchard stated that preliminary scoring sheets and feedback were submitted by some members and there is still time to submit. The responses were helpful in providing a sense of members' thoughts regarding each project.

The Committee reviewed applications, provided some initial feedback, and discussed next steps for future meetings.

Affordable Housing Deed Restriction

The Committee questioned how funding is calculated and tracked; and the process for verification of use. Owners have provided feedback stating that some intend to use the funds for capital improvements to reinvest in the property. By maintaining the affordable housing deed restriction, the Town would retain affordable housing inventory. It is common practice to offer financial incentives to encourage extending the restriction in perpetuity.

The Town and the State Department of Housing and Community Development would require a copy of the recorded deed with the restriction.

Airport Playground

The Committee had questions related to handicapped accessibility of the proposed playground. They also wondered if there are other examples of playgrounds at municipal airports.

The project fulfills an aspect of the Town's open space strategy to create open space/playgrounds within 5-10 minutes of all residential areas.

There was concern about seeking Community Preservation Act funds to pay for the full project, as the total cost could be offset by seeking other sources.

Assistant Town Planner Bouchard will determine whether or not the Airport Commission has given its support for the project.

Library Historical Record Digitization

The Committee questioned whether the library has sought alternate sources of funding.

The Committee discussed potentially consolidating this project with the Preservation of Town Meeting Reports project. However, the Committee is only able to vote on actual, proposed projects.

Preservation of Town Meeting Reports

The Committee questioned the need for the project, as the reports are already digitally archived.

Regional Housing Services Organization

The Committee wondered if Community Preservation Act funds are an eligible funding source. Assistant Town Planner Bouchard stated that it is an allowable use and that many other municipalities have done so. The project is to fund the first year. If the project is funded in year one, but denied in year two, the Board of Selectmen would have to evaluate whether or not to use Town funds.

The Committee discussed some of the services/programs that could be provided by such an organization. These included a first-time home buyer's program, administrative support for the Housing Committee, and programs for residents aged 55+.

Riverfront Park

The project has received unanimous support from the Board of Selectmen. Additional sources of funding are being sought for the project through Mass Trails grants. If grant funding is approved, the request for Community Preservation Act funds would be decreased.

Stearns and Elliot Pocket Park

There was no pre-application for the project and a waiver is required by the Committee to proceed.

The Committee discussed and determined that, had Selectmen Hajjar not passed away, it would have met the criteria to proceed.

MOTION made by Cheryl Doyle to accept the application for the Stearns and Elliot Pocket Park. Motion seconded by Matt Lane.

Roll-call vote:

Patricia Griffin Starr: **Aye**

Joseph Sheehan: Absent

Julia Barbour-Issa: **Aye**

Cheryl Doyle: **Aye**

Maria Gallesyan: **Aye**

Joseph Greeley: **Aye**

John Hall: **Aye**

Matt Lane: **Aye**

Catherine Walsh: **Aye**

Result: 8-0-0 (Approved)

Town Hall Architectural Rendering

The Committee discussed benefits of preserving the rendering, including potentially utilizing the Morse House as a repository for historical documents and materials for researchers and interested parties.

Old Town Jail

Approvals for the project were not completed by the deadline. The Committee agreed that the applicant should apply next year.

Shattuck Park

The Shattuck Park project did not meet pre-application requirements. The project is for a study to be completed. The Chair took an informal poll on whether or not to review the application. The Committee agreed to review. Assistant Town Planner Bouchard will share the application with members.

Recommendations on projects must be determined by March 1 in order to meet deadlines.

Assistant Town Planner Bouchard will contact applicants with the Committee's questions.

Next Meeting

The next meetings will be held on January 12 and January 26, 2022.

Adjournment

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

Roll-call vote:

Patricia Griffin Starr: **Aye**

Joseph Sheehan: Absent

Julia Barbour-Issa: **Aye**

Cheryl Doyle: **Aye**

Maria Gallesyan: **Aye**

Joseph Greeley: Aye
John Hall: Aye
Matt Lane: Aye
Catherine Walsh: Aye

Result: 8-0-0 (Approved)

The meeting adjourned at 7:48pm.

Articles/Exhibits Used at Meeting

- 2021-2022 Applications
 - Affordable Housing Deed Restriction
 - Airport Playground
 - Library Historical Record Digitization
 - Old Jail Study
 - Preservation of Town Meeting Reports
 - Regional Housing Services Organization
 - Riverfront Park
 - Stearns and Elliot Pocket Park
 - Town Hall Architectural Rendering
- FY'22 Community Preservation Act Funding Report, dated December 6, 2021

Minutes respectfully submitted to the Committee by John Cianciarulo.