

**Community Preservation Committee
August 18, 2021
Remote Meeting**

PRESENT:

Chair Patricia Griffin Starr, Housing Authority representative
Vice Chair Joseph Sheehan, Planning Board representative
Julie Barbour-Issa, Selectmen-appointed representative
Cheryl Doyle, Historical Commission representative
Joseph Greeley, Selectmen-appointed representative
John Hall, Selectmen-appointed representative
Matt Lane, Selectmen/Parks Commission representative

Sarah Dixon Bouchard, Assistant Town Planner

ABSENT:

Catherine Walsh, Conservation Commission representative

Call to Order

The meeting was called to order at 5:31pm by Chair Griffin Starr.

Approval of Minutes

MOTION made by Julie Barbour-Issa to approve the meeting minutes of July 14, 2021. Motion seconded by Joseph Greeley.

Vote: Patricia Griffin Starr, Vice Chair: **Aye**
Joseph Sheehan, Vice Chair: **Aye**
Julie Barbour-Issa: **Aye**
Cheryl Doyle: **Aye**
Joseph Greeley: **Aye**
John Hall: **Aye**
Matt Lane: **Aye**
Catherine Walsh: Absent

Result: 7-0-0 (Approved)

Financial Report

Joe Greeley reported that he met with Meg LaMay, Finance Director/Town Accountant to discuss ongoing reporting. A report on Community Preservation Act (CPA) funds as of August 5, 2021 was generated. Joe Greeley presented it to the Committee.

- Estimated CPA Revenue
 - Local receipts of approximately \$740k
 - State commitment of approximately \$166k in match from the Registry of Deeds
 - Anticipated Annual Town Meeting Action and Effect on Reserve Balances

- Articles 6 and 7 (Approved): \$907k
- Projected Balance on July 1 is approximately \$2.3M

Public Outreach and Best Practices and New Member Opening

Julie Barbour-Issa reported. Upon reviewing other communities' equivalent documents, she determined that public outreach should not be included in the Needs Assessment. The Community Preservation Coalition has examples of outreach that communities have put together to advertise public hearings on social media, print press releases, and graphics. She also recommended taking advantage of Norwood Community Media as a resource.

The Committee agreed not to include public outreach in the Needs Assessment.

Julie Barbour-Issa also put together an advertisement for posting on social media to solicit a new member to the Committee. So far there have been no responses. It was agreed to extend the application deadline. The Committee will also spread the word about the vacancy in hopes of finding a new member. Patricia Griffin Starr will contact Norwood Community Media about recording a highlight of "Storytime at the Pavilion" to promote Community Preservation Act projects as well as the need for an additional member to the Committee.

Needs Assessment Updates

The Committee discussed updating the Needs Assessment. Assistant Town Planner Sarah Dixon Bouchard will work to coordinate updates. It is time-sensitive as the Committee will be entering the application cycle soon.

Joe Greeley volunteered to help complete the Open Space and Recreation portion.

Community Preservation Coordinator Position

The Coordinator position is not yet posted. The description approved by the Committee was sent to the Town's Human Resources Office to be formalized. The Personnel Board was unable to convene in August. Its next meeting is scheduled for September 14. It is anticipated that the job will then be posted on the following day, September 15.

Project Statuses and Updates

Carillon Restoration

The project is moving forward. The fire bell has not yet been removed.

Bond Street Playground

Another piece of equipment was added.

Lower Pond Pavilion

Electricity and parking remains to be completed.

New Business

Matt Lane reported that the Pool Committee met in the spring. A firm was hired to assist with the pool assessment.

Sarah Bouchard reported that the basketball court at Murphy Field is complete.

Joe Greeley reported that the grant application for the University Ave. trail has been denied.

A bid package based upon the final product from the landscape architect working on the Saint Street Lot is being prepared. The architectural firm has solicited input from the community as part of its work.

Sarah Bouchard shared information on the data bank that the Coalition sent.

Next Meeting

The next meeting will be held on September 15, 2021.

Adjournment

MOTION made by Cheryl Doyle to adjourn. Motion seconded by Julie Barbour-Issa.

Vote: Patricia Griffin Starr, Vice Chair: **Aye**
Joseph Sheehan, Vice Chair: **Aye**
Julie Barbour-Issa: **Aye**
Cheryl Doyle: **Aye**
Joseph Greeley: **Aye**
John Hall: **Aye**
Matt Lane: **Aye**
Catherine Walsh: Absent

Result: 7-0-0 (Approved)

The meeting adjourned at 6:27pm.

Articles/Exhibits Used at Meeting

- Advertisement for new Community Preservation Committee member
- Correspondence from Amanda Lewis, MassTrails Program Manager, to H. Jones, dated July 22, 2021, regarding the University Ave. Trail Loop project
- Correspondence from Stuart Saginor of the Community Preservation Coalition, to S. Bouchard, dated August 12, 2021, regarding the Coalition's New Community Preservation Act Databank
- Draft meeting minutes of July 14, 2021 for the Committee's review and approval
- Funding Report as of August 5, 2021
- Presentation on Articles 6, 7, and 8 from the May 2021 Annual Town Meeting

Minutes respectfully submitted to the Committee by John Cianciarulo.