

**Community Preservation Committee  
January 12, 2022  
Hybrid Meeting Minutes**

**PRESENT:**

Chair Patricia Griffin Starr, Housing Authority representative (Remote; Arrived at 5:52pm and left prior to adjournment)

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 (Remote)

John Hall, Selectmen-appointed representative (Remote)

Matt Lane, Selectmen/Parks Commission representative (In-person)

Catherine Walsh, Conservation Commission representative (Remote)

Kristen Phelps, Community Preservation Coordinator (In-person)

Sarah Dixon Bouchard, Assistant Town Planner (Remote)

**ABSENT:**

None.

**Call to Order**

The meeting was called to order at 5:35pm by Vice Chair Joseph Sheehan in Room 24 at Norwood Town Hall.

**Approval of Minutes**

**MOTION** made by Cheryl Doyle to approve the meeting minutes of October 20, 2021 and December 8, 2021. Motion seconded by Matt Lane.

Roll-call vote:

Patricia Griffin Starr: Absent

Joseph Sheehan: **Aye**

Julia Barbour-Issa: **Aye**

Cheryl Doyle: **Aye**

Maria Gallesyan: **Abstain**

Joseph Greeley: **Aye**

John Hall: **Aye**

Matt Lane: **Aye**

Catherine Walsh: **Aye**

**Result: 7-0-1 (Approved)**

**Finance Report**

Joseph Greeley shared the financial report with the Committee, which has been updated to reflect additional spending and some additional funds such as interest and small receipts.

Community Preservation Coordinator Kristen Phelps and Mr. Greeley also shared that they attended a presentation by the Community Preservation Coalition regarding funding and borrowing that they found

very informative. They learned that, due to a surplus in the State budget, an additional \$10M will be distributed in the form of a State match. The number for Norwood has not yet been determined, however.

Catherine Walsh requested information for the next meeting that would showcase fund balances if all of the proposed projects were approved.

### **CPA Business and Project Updates**

Coordinator Kristen Phelps shared that Public Works Director/Town Engineer Mark Ryan informed her that the Old Parish Cemetery project is complete and a report has been prepared. The project came in slightly under-budget. A copy of the report will be distributed to the Committee and Mr. Ryan will be invited to present at a future meeting.

Joseph Greeley reported that work on the Carillon continues. It is anticipated that the project will be completed in early to mid-March.

Planning for the removal of the Fire Bell continues. The Town must seek Federal Aviation Administration (FAA) approval due to the height of the tower and its location within a flight path. A crane vendor has been identified, but scheduling is dependent upon the FAA's approval.

### **Application Review**

A review of applications was conducted in advance of public hearings.

A summary of FY'23 CPA funding requests was distributed to members ahead of the meeting.

#### *Airport Playground*

A memorandum from Recreation Superintendent Travis Farley regarding the Airport Playground project application was provided to members. Additionally, Coordinator Phelps reported that she met with Airport Manager Russ McGuire. While the Airport intends to provide routine cleaning such as trash pick-up, etc., the Recreation Department will handle any repairs to playground components, which are typically under warranty for a long period of time.

#### *Preservation of Town Meeting Reports*

The General Manager's Office currently houses several sets of original Town Reports that are in poor shape and will need to be re-bound in order to preserve them. General Manager Tony Mazzucco shared some editions with the Committee. Restoration is an eligible funding request for Community Preservation Act funds. Mr. Mazzucco will request an explanation of the preservation process from the vendor and forward it to the Committee.

#### *Town Hall Rendering*

The watercolor rendering of Town Hall appears to have been on display since 1928. The intent is for it to remain at Town Hall.

#### *Library Historical Record Digitization*

According to the Community Preservation Coalition and the State's Department of Revenue, digitization of historical records is not eligible for Community Preservation Act funds. The applicant will be notified.

#### *Shattuck Park Improvement Study*

At its previous meeting, the Committee agreed to review the application. However, a vote on whether to waive the pre-application requirement is recommended.

Work on securing information regarding any restrictions to the Shattuck Park property remains ongoing.

**MOTION** made by John Hall for the Committee to accept the [Shattuck Park Improvement Study] project for consideration, notwithstanding its not having provided the pre-application materials; not pre-judging a final disposition of the project. Motion seconded by Matt Lane.

Roll-call vote:

Patricia Griffin Starr: Absent  
Joseph Sheehan: **Aye**  
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)**

### 2022 Meeting Schedule

The Committee scheduled additional meeting dates:

January 26, 2022 at 5:30pm: Hybrid Public Hearing for open space and recreation projects  
February 9, 2022 at 5:30pm: Hybrid Public Hearing for historic and affordable housing projects

### Adjournment

**MOTION** made by Cheryl Doyle to adjourn. Motion seconded by John Hall.

Roll-call vote:

Patricia Griffin Starr: Absent  
Joseph Sheehan: **Aye**  
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 6:33pm.

### Articles/Exhibits Used at Meeting

- Correspondence from T. Farley to K. Phelps regarding Questions about the Airport Playground Project
- Correspondence from the Town Manager's Office to K. Phelps regarding Questions regarding CPA Projects, dated December 27, 2021
- Draft meeting minutes of October 20, 2021 for the Committee's review and approval
- Draft meeting minutes of December 8, 2021 for the Committee's review and approval
- FY'22 Community Preservation Act Funding Report, dated December 31, 2021

- FY'23 Application Summary
- Memo from K. Phelps to the Committee regarding Digitization of documents, dated January 7, 2022

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