

Community Preservation Committee

Helen Abdallah Donohue
Cheryl Doyle
Joseph Greeley
John Hall
Debbie Holmwood
Judith Howard
Peter McFarland
Anne White Scoble
Robert Thornton



**Director of Community
Planning and Economic
Development**

Paul Halkiotis, AICP

Assistant Planner
Patrick Deschenes

Community Preservation Committee Meeting

8/8/2018

5:30 P.M. - 7:30 P.M.

Room 24

Norwood Town Hall

PRESENT:

Helen Abdallah Donohue
Cheryl Doyle
Joe Greeley
John Hall
Judith Howard
Peter McFarland
Anne White Scoble

Also Present: Paul Halkiotis, Town Planner
Patrick Deschenes, Assistant Town Planner

ABSENT:

Robert Thornton
Debbie Holmwood

Approval of Minutes 7/11/18

MOTION to accept minutes by Mr. McFarland, seconded by Ms. Doyle.

All in favor.

Needs Assessment & Application: Final Review

The Committee was given updated versions of both the Needs Assessment and the Application. Both documents had been updated to account for the previously needed corrections made at the last meeting. These most recent versions had a few highlighted sections that needed to be addressed by the Committee one last time before the final approval.

Mr. McFarland stated the need to move the list of Historic Locations to the appendix rather than leaving it in the Historic Preservation Goals section.

Ms. Howard agreed with this correction.

An issue with the Historical Society's information being in the Needs Assessment was brought up as an area of concern.

Ms. Howard believed it would not be an issue to include.

The Committee agreed.

Mr. Hall discussed a highlighted section in the Community Housing section that addressed Mixed-Use housing.

Mr. Halkiotis said this was more of a policy issue and that it would be better to bring up at a later time.

The Committee agreed to remove this section from the 2018 draft.

Mr. Greeley discussed the highlighted section involving a "Conservation Overlay District"

After a brief discussion the Committee agreed to change the term to a "Historic Preservation Overlay District"

Mr. McFarland stated that there was some redundancy on page 14 of the Needs Assessment and that a few lines could be removed.

Mr. Hall agreed with this assessment.

Mr. Deschenes discussed keeping reference to the book "Transforming Norwood" in the appendix. The Committee agreed to keep the reference.

Mr. Greeley stated the need to add the coalition's website to the appendix. The Committee agreed.

The Committee discussed a missing goals document from the Parks Commissioners.

Ms. Donohue stated that the Open Space & Recreation Plan would cover the majority of what would be goals for Recreational Use of Land.

The Committee discussed changes needed for the Project Application.

Mr. Halkiotis recommended not using wordage on the front page that limited projects for only the spring. This would be in case of extraordinary situations.

Mr. Greeley agreed with making the wording inclusive to the 2018-2019 project year.

The Committee went back and forth on the appropriate wordage. The Committee also discussed the correct wording to use on the application to indicate that applicants will need to attach multiple pieces of information.

MOTION to approve as amended by Ms. Donohue, seconded by Mr. McFarland.

All in favor.

Mr. Greeley discussed future dates for CPC meetings and the upcoming Public Forum/Workshop.

Mr. Hall proposed amending the previous motion involving the application period.

MOTION to amend open application period to October 1, 2018 – November 30, 2018 by Mr. Hall, seconded by Mr. McFarland.

All in favor.

Mr. Greeley stated that both documents should be available as soon as possible for the public to view.

Mr. Deschenes stated he would put both documents on the website as soon as possible.

Discussion of Outreach for Norwood Day and Pre-Application Workshop

Mr. McFarland stated it would be good to use Norwood Day as an opportunity to promote the Workshop.

Ms. Howard recommended having application available in person at the Norwood Day booth.

Mr. Hall stated the need to have available pictures from the earlier spring forum.

Ms. Howard believed the information about the chapel should be well presented.

Mr. Greeley stated that the Public Outreach Subcommittee will get together to plan what to do for Norwood Day in more detail.

Invoice Procedure & August expenditures

Mr. Greeley went over the previously agreed upon invoice procedure and the new accounts being set up to process payments on administrative items.

Currently there are only two expenditures in August; the fee for Norwood Day and the yearly Coalition dues.

Other Business

Recently both Mr. Hall and Mr. McFarland were appointed by the Selectmen for another year on the Community Preservation Committee.

Mr. Greely gave a brief update as to the chapel and where the PBCC was in terms of contracts and construction.

MOTION to adjourn the meeting by Mr. McFarland, seconded by Ms. Howard

All in favor.

Respectfully Submitted:
Patrick Deschenes, Assistant Town Planner