

**Community Preservation Committee**

John Hall, Chairman  
Peter McFarland, Vice Chairman  
John J. Aprea III, Treasurer  
Helen Abdallah Donohue  
Cheryl Doyle  
Toni Eosco  
Joseph Greeley  
Debbie Holmwood  
Patricia Griffin Starr



**Director of Community  
Planning and Economic  
Development**

Paul Halkiotis, AICP

**Assistant Planner**

Patrick Deschenes

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**Community Preservation Committee Meeting**

**7/10/2019**

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

**Room 24**

**Norwood Town Hall**

**PRESENT:**

John Aprea  
Helen Abdallah Donohue  
Cheryl Doyle  
Joe Greeley  
John Hall  
Peter McFarland  
Patricia Griffin Starr  
Toni Eosco

Also Present:

Patrick Deschenes, Assistant Town Planner

**ABSENT:**

Paul Halkiotis, Town Planner  
Debbie Holmwood

**Approval of Minutes 6/12/19**

**MOTION** to accept minutes from 6/12/19 by Mr. McFarland, seconded by Ms. Doyle.

All in favor.

**Status Update**

Mr. Deschenes provided an update on the FY19 approved Saint Gabriel's Chapel project. Currently the project was close to completion, but a final figure for expected funds returning to the Norwood Community Preservation Fund had not been finalized yet.

Mr. McFarland provided an update on the FY20 Bond Street Playground and Lower Balch Rehabilitation projects. Mr. McFarland stated that after talking to Travis Farley of the Recreation Department, he learned that Mr. Farley hoped to complete the Bond Street

Playground project in the upcoming fall and the Lower Balch Rehabilitation project by next spring.

Mr. McFarland also stated that at the moment little had been done on the projects as the Town was still transitioning over from FY19 to FY20 as well as implementing new financial software.

Mr. Greeley and Ms. Doyle provided updates to the Memorial Carillion Restoration and Lower Pond Pavilion projects respectively. Like the Bond Street Playground and Lower Balch Rehabilitation projects, both these projects were also delayed due to the new Munis financial software.

Mr. Hall stated that he liked the way the project liaison approach was going with providing CPA project updates and that he would want to continue this approach going forward.

The Committee addressed an update to the Community Preservation Plan. Mr. Deschenes stated that he had not received any letters yet from any of the committees that had provided information to the last plan.

Mr. Hall stated that they should target the end of September for releasing the updated plan.

The Committee briefly discussed the need to finalize the fall meeting dates and timeline going into the next application cycle.

Mr. McFarland asked if the Committee felt that a second application cycle was needed for the fall Special Town Meeting.

Mr. Greeley stated that special circumstances like land acquisitions or emergency projects the committee could be more flexible, but it might not be ideal to have a full second cycle of project applications.

Mr. McFarland stated that he agreed with this opinion.

### **Project Signs**

Mr. Deschenes stated that he had reached out to the neighboring Town of Canton to learn how they process temporary and permanent signage for CPA projects.

Mr. Deschenes stated that the big takeaways that he received from Canton was that they have project applicants factor in the cost of signage into their project funding request and they have the applicants design their sign(s) specific to their project type/location.

The Committee agreed that having the applicant take into account the cost of the sign into their application would be beneficial.

Mr. Deschenes stated that he also believed that having the applicant decide the style of the sign would work best for different types of projects. There would be considerable differences between a historic preservation project sign and a recreational use of land sign.

**Prep Work for Fall Application Cycle**

Subcommittees were established for completing the Community Preservation Plan update and CPA project application form update. Mr. Deschenes, Mr. McFarland, and Mr. Hall would be on the subcommittee to update the Community Preservation Plan and Ms. Doyle, Ms. Griffin Starr, and Ms. Eosco would be on the subcommittee to update the project application.

Mr. McFarland asked Mr. Deschenes to look into a Facebook page for the committee and to see how social media may be used by other Community Preservation Committees.

**MOTION** to adjourn the meeting by Ms. Doyle seconded by Mr. McFarland.

All in favor.

**Respectfully Submitted:**

**Patrick Deschenes, Assistant Town Planner**