

Complete Streets Committee Meeting Minutes

TOWN OF NORWELL
TOWN CLERK

2016 MAR 28 AM 8:35

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MEETING DATE: December 18, 2015
TIME SCHEDULED: 12:00 P.M.
LOCATION: Planning Office
MEMBERS PRESENT: Ellen Moshier, Chair (at large)
Alison Demong (Selectmen)
Jamie Crystal-Lowry (Planning)
Gary Schaffer (Recreation)
Kevin Cafferty (at large)
MEMBERS ABSENT: Paul Foulsham (Highways)
TOWN EMPLOYEES PRESENT: Chris Dilorio, Town Planner

Agenda

Member Demong moved to approve the draft agenda. The motion was approved 5-0.

Minutes

10.23.15: Member Crystal-Lowry moved to approve the minutes. The motion was approved 5-0.

*11.20.15: Member Mosier moved to approve the minutes. The motion was approved 3-0.
(Member Crystal-Lowry and Member Schaffer recusing themselves)*

Environmental Partners Group (EPG) Presentation

Jeff Fitzgerald (EPG) attended the meeting to discuss their involvement and understanding of the MassDOT Complete Streets grant program. From discussions they have had with MassDOT the program application will be a three tier process:

Tier 1: The first tier will require that a municipality submit a "Complete Streets Policy". The policy must include specific items and processes by which a municipality will strive to incorporate Complete Street principals into existing and future roadway projects. The policy must be scored 80 or better by MassDOT to move to the second tier.

Tier 2: The second tier requires the development of a Complete Streets Prioritization Plan. MassDOT will provide separate grants for the development of these plans. It is unclear what level of detail will be required in order to move to the third tier.

Tier 3: The third tier will be the submission of an engineered development plan that will advance the Complete Streets goals for the community and is consistent with the Policy and Prioritization Plan.

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At this time there is no application process, but it is anticipated that the application process will start over the winter with project grant applications to begin being approved in the spring.

Next Steps

The policy that was approved at the 2015 Town Meeting will be reviewed using the scoring criteria set by MassDOT to determine if the policy needs to be revised prior to submission.

Member Cafferty moved to adjourn the meeting at 1:30. The motion was approved 5-0.

I certify that the above minutes were reviewed and approved by majority vote by the Complete Streets Committee.

Ellen Washburn