

**Complete Streets Committee  
Meeting Minutes for November 20, 2015**

TOWN OF NORWELL  
TOWN CLERK

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Meeting called to order at approximately 12 noon. Present were Committee members Paul Foulsham, Kevin Cafferty, Alison Demong, Ellen Moshier, and Chris Dilorio. Absent were Jamie Crystal-Lowry and Gary Schaffer. The meeting was held in the Planning Office.

*Motion to approve the agenda by Alison Demong, approved unanimously.*

**Complete Streets Funding Update and Next Steps:**

Committee members asked Chris Dilorio if he had any new information from the state on how we should be proceeding. Chris said that unfortunately he does not have new information to share, and was unable to find someone from the state that would be willing to come talk to the Committee. It seems the state is still trying to figure out how to best provide assistance to towns to move forward.

The Committee agreed that it would like to apply for first round funding to implement the downtown plan already created by the Planning Board. It is unclear how much engineering must be done prior to submitting an application, or when the RFP will open. Chris gave each Committee member a DOT packet about Complete Streets to review on their own, to be discussed at a future meeting.

Chris suggested that we invite Jim Fitzgerald with Environmental Partners (the engineer for the Town Center project) to come talk to the Committee about Complete Streets. He is very knowledgeable about the program, and has offered to help with our application and work with us to secure funding. Chris will invite him to attend the next meeting on Dec 11.

*Motion to adjourn at 1 pm by Kevin Cafferty, approved unanimously.*

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

Ellen Moshier