

Complete Streets Committee Meeting Minutes

MEETING DATE: July 23, 2018
TIME SCHEDULED: 6:30 P.M.
LOCATION: Planning Dept., Town Offices, Room 112
MEMBERS PRESENT: Peter Bloomfield, Chair (At-Large)
 Ellen Moshier, Vice-Chair (At-Large)
 Glenn Ferguson (Highway Surveyor / Tree Warden)
 Patrick Campbell, Member (Planning)

MEMBERS NOT PRESENT: Christopher Madden, Clerk (Recreation)
 Kevin Cafferty, Member (Pathway)
 Alison Demong, Member (Selectmen)

TOWN EMPLOYEES PRESENT: Kenneth Kirkland (Town Planner)
 Joseph Rull (Selectmen)

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TOWN OF NORFOLK

Agenda

Chair Bloomfield moved to start meeting at 6:40. The motion was approved 4-0.

June 1, & June 22, 2018 CSC Meeting Minutes

Chair Bloomfield moved to approve the minutes of June 1 and 22, 2018. The motion was approved 4-0.

Bills

Capone Bros.	Main St. Sidewalk	\$96,349.00
WestonGraphics		\$544.20
F.W. Webb		\$142.51
Norwell Police		\$10,425.92

- Tier 3 CS Project Update:** Highway Surveyor Ferguson indicated that curbing ~~installation will be completed soon and will begin paving the small area between the~~ curbing and roadway, as well as starting the first sidewalk surface course in the coming week. The CS Administrator will call him when they issue the Notice to Proceed indicating the CS funds will be available for the next portion of construction activities.
- Tier 3 CS Project - Phase 3:** Highway Surveyor Ferguson indicated that the Committee should prioritize potential design concepts for Town Center, as existing roadway integrity in Town Center will require paving in 2-3 years, after which there is a 5-year paving / construction moratorium. Highway Surveyor Ferguson suggested that plans for Phase 3 of the sidewalks should be engineered, but that once those plans are ready, focus should go towards the design of Town Center to coincide with repaving.

Additionally, Highway Surveyor Ferguson felt that there needed to be a greater push from the Board of Selectmen to identify the responsible body for spearheading Town Center redevelopment, to which Selectmen Rull agreed and mentioned was a major motivation for his election campaign. The Committee agreed and felt while infrastructure improvements were key to Town Center redevelopment, they did not want to act in isolation.

3. **BostonMPO Technical Assistance:** Vice-Chair Moshier and Town Planner Kirkland informed the Committee that BostonMPO provided both of them information on Federal Transportation Improvement Program (TIP) funding abilities and would discuss these items in greater detail at a later date.
4. **BETA Group Technical Assistance:** Town Planner Kirkland and Highway Surveyor Ferguson had a meeting with BETA Group who identified a crosswalk location in front of Town Hall has adequate sight distances in both directions and would require some vegetation trimming in the right-of-way. Highway Surveyor Ferguson indicated the crossing facilitates a jump to the north side of the road, where sidewalk installation is better suited for the aesthetic appeal (grass strip buffer) and engineering design (fewer utility poles) of future sidewalk phases to Town Center.
5. **Committee Reorganization:** Town Planner Kirkland indicated that the Recreation Commission appointed Commissioner Christopher Madden the new Recreation Liaison on the Committee and that he would continue the position of Committee Clerk that provides tabulation of minutes. Town Planner Kirkland and Member Campbell also indicated that the Planning Board would appoint a new Planning Liaison at their meeting on Wednesday July 25.
6. **Hanover / Merchants Row 2.0:** Chair Bloomfield indicated that he had been in communication with the acting Town Planner in Hanover to look at the Merchant's Row 2.0 plans to discuss the possibility of having the developer extend the proposed sidewalks from the property line to the Town Line.

Chair Bloomfield moved to temporarily adjourn and reconvene the meeting at Norwell Package and General Store located in Town Center at 7:30. The motion was approved 4-0.

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7. **Town Center Site Visit:** The Committee conducted a site visit in Town Center to visualize design ideas and witness traffic patterns. Highway Surveyor Ferguson did not join, and no quorum was present.

Adjournment

As no quorum was present at the site visit, the meeting was adjourned by default at 7:30.

NEXT SCHEDULED MEETING: August 3, 2018

These minutes have been approved with reading of the minutes by the Norwell Complete Streets Committee at a public meeting duly noticed and held on September 21, 2018, in accordance with the Massachusetts Open Meeting Law.

Signed: _____ Date: 9/21/18
Committee Clerk

Copy filed with: Office of Town Clerk
Complete Streets File

Post to Complete Streets Committee's Webpage

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