

Complete Streets Committee Meeting Minutes

MEETING DATE: September 21, 2018
TIME SCHEDULED: 12:00 P.M.
LOCATION: Planning Dept. Office, Town Offices, Room 112
MEMBERS PRESENT: Peter Bloomfield, Chair (At-Large)
 Ellen Moshier, Vice-Chair (At-Large)
 Christopher Madden, Clerk (Recreation Commission)
 Kevin Cafferty, Member (Pathway Committee)
 Glenn Ferguson, (Highway Surveyor / Tree Warden)
MEMBERS NOT PRESENT: Patrick Campbell, Member (Planning Board)
 Joseph Rull, Member (Board of Selectmen)

TOWN EMPLOYEES PRESENT: Kenneth Kirkland (Town Planner)

Agenda

Chair Bloomfield moved to start the meeting at 12:09. The motion was approved 5-0.

September 7, 2018 CSC Meeting Minutes

Chair Bloomfield moved to approve the minutes of the July 23, 2018 Complete Streets Committee Meeting. The motion was approved 4-0.

Chair Bloomfield moved to approve the minutes of the September 7, 2018 Complete Streets Committee Meeting. The motion was approved 4-0.

Bills

Capone Bros.	Main St. Sidewalk	\$162,948.61
Norwell Police		\$384.72

Chair Bloomfield moved to approve the invoice as submitted. The motion was approved 5-0.

Discussion

1. **Main Street Project (South Street to Circuit Street):** Highway Surveyor Ferguson gave an update on the current construction of sidewalk on Main Street. He stated that he was happy with the progress and wanted to seed the land between sidewalk and street by October 15th.
2. **Engineering Estimates - Updates on Circuit Street to Lincoln Street and from Lincoln Street to Town Center:** Chair Bloomfield stated that the 8/17 Engineering Scope of Services was received from BETA for Circuit Street to Town Center. The Committee would like to

break the proposal up into two parts, the split occurring at Lincoln Street. Chair Bloomfield invited BETA to give an overview.

Tom Wall, Sr. Civil Engineer (BETA), stated that after meeting with Town Planner Kirkland and Highway Surveyor Ferguson, he walked the job to evaluate the north versus south side of the road. The job consists of installing a sidewalk from Circuit Street to the Town Center on Main Street but also will need an additional 500 feet to connect to the Town Hall crossing. The total job is approximately 7,100 feet. Of that total, 4,000 feet is for the section between Lincoln Street to Town Center. The first section, from Circuit Street to Lincoln Street, has some challenges, which include a wetland crossing and the necessity for a wall at 465 Main Street. There is an allowance for wetland delineation. BETA is in discussions to acquire an environmental firm so that they don't need to sub-contract out the work. They will use the existing survey from the drawings that Highway Surveyor Ferguson provided. There are some obstacles and drainage issues, which need to be planned for and handled. An outstanding issue is the level of submission required by the Conservation Commission. Tom Hall asks if a walkthrough will be sufficient or if more information is needed from BETA for the Conservation Commission in order to get their approval.

Highway Surveyor Ferguson said that he spoke with Conservation about the boardwalk not being needed. He asked Conservation (Nancy) to walk through the plan to see what will and won't work. He has an in-house surveyor that could be used for a retaining wall at 465 Main Street. A Notice of Intent will be required. A meeting on the boardwalk is needed to rescind the boardwalk approval by Conservation Commission.

Member Cafferty asked if it is possible to lay out the right-of-way limit, adjust the drawings based upon obstacles/ changes and get approval from Conservation Commission. Chair Bloomfield stated that we may need to look for funds from Town Meeting to go to Lincoln Street then go back to the Complete Streets Construction Grant or Gov. bond bill for Lincoln Street to Town Center.

Highway Surveyor Ferguson asked the Committee to consider if we should do plans to Town Center or just to Lincoln Street since there is no economy of scale for engineering work. Tom Hall (BETA) asked about the plan submittal requirements for CS funding. He suggested a preliminary plan to Town Center and to show this plan in phases at Town Meeting. This visibility would improve buy in from citizens. Member Cafferty asked that if we don't have funding, would it make sense to put BETA on retainer to evaluate some issues and then have engineering work in a new proposal that would go out for bid.

Town Planner Kirkland stated that the Planning Board has approximately \$23,000 in the Pedestrian Enhancement Fund. Vice-Chair Moshier added that she liked the idea of walkthroughs, doing so at 25%, 50%, etc... She suggests that we can request the funding for the engineering plan at Town Meeting. Chair Bloomfield asked that if the draft proposal was \$60,000, what would approximately \$20,000 get us. Tom Hall (BETA) stated that it would be approximately \$22-\$23,000 to get the sidewalk layout. This would not include permitting, etc... and he referred the attendees to the draft Scope of Services proposal.

Highway Surveyor Ferguson believed that getting to Lincoln Street is enough of a challenge to focus on right now. Vice-Chair Moshier stated that we can't keep switching sides of the road for the sidewalk. Member Cafferty stated that he wants to present the plan to Town Center at Town Meeting to get support. Highway Surveyor followed up that the project can always be attacked piecemeal but we need the plans to Town Center.

Chair Bloomfield asked BETA if 25% drawings and some meeting costs would be possible for approximately \$23,000. Tom Hall (BETA) stated that he believed that it would. Chair Bloomfield added that construction costs would be less on the north side (for sidewalks on Main Street from Circuit Street to Lincoln Street), so the extra planning money would be recouped in construction costs. Kien Ho (BETA) said that he believed that the north side was more desirable from a safety standpoint. Chair Bloomfield stated that Conservation Commission buy in and the construction estimate is what's needed.

Town Planner Kirkland added that an abutters hearing will also be needed. Chair Bloomfield stated that a meeting with the Planning Board is needed to acquire funding from the Pedestrian Enhancement Fund. He also asked what the deadline is for next CS funding request. Vice Chair Moshier responded that the dates are October 1st and May 1st with a 45 day application review. Chair Bloomfield said the aim should be to submit for May 1st.

3. **Town Center Follow-Up:** Vice Chair Moshier stated that she had a meeting and a site walk. She stated that she believes the Selectmen need to drive this project. Highway Surveyor Ferguson asked about the funding for the town center work. He followed up that once the town center is re-paved in a few years, there is a moratorium on construction and paving that follows. He added that he would speak with Selectman Rull about if there is funding for this work.

Miscellaneous

Adjournment

Chair Bloomfield moved to adjourn the meeting at 1:25pm. The motion was approved 5-0.

NEXT SCHEDULED MEETING: October 19, 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 October 26, 2018, in accordance with the Massachusetts Open Meeting Law.

Signed:  Date: 10/26/2018
Committee Clerk

Copy filed with: Office of Town Clerk
Complete Streets File

Post to Complete Streets Committee's Webpage