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Complete Streets Committee
Meeting Minutes

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TOWN OF NORWELL
TOWN CLERK

MEETING DATE: Friday June 19, 2020
TIME SCHEDULED: 12:00 P.M. Noon
LOCATION: Remote Meeting via Zoom
MEMBERS PRESENT: Peter Bloomfield, Chair (At-Large)
Ellen Moshier, Vice-Chair (At-Large)
Kevin Cafferty, Member (Pathway Committee)
Brendan Sullivan, Member (Planning Board)
Alison Demong, Member (Board of Selectmen)
Glenn Ferguson, (Highway Surveyor / Tree Warden)

MEMBERS NOT PRESENT: Christopher Madden, Clerk (Recreation Commission)

TOWN EMPLOYEES PRESENT: Kenneth Kirkland, (Town Planner)

Call to Order / Agenda

Chair Bloomfield moved and Selectmen Demong seconded to start the meeting at 12:05 pm. The motion was approved 6-0-1 by a voice roll call.

Peter Bloomfield	Aye
Ellen Moshier	Aye
Christopher Madden	Absent
Brendan Sullivan	Aye
Kevin Cafferty	Aye
Alison Demong	Aye
Glenn Ferguson	Aye

CSC Meeting Minutes

Bills

Vendor	*Invoice*	*Description*	*Voucher*
BETA Group	1	Town Center Plans	$411.00
BETA Group	6	Town Center Plans	$1,958.16
BETA Group	7	Town Center Plans	$9,000.00
Norwell PD	151269	Town Center Plans	$400.32
Norwell PD	151274	Town Center Plans	$400.32
Norwell PD	151280	Town Center Plans	$350.28
Norwell PD	151277	Town Center Plans	$387.81
Norwell PD	151282	Town Center Plans	$350.28
Norwell PD	151289	Town Center Plans	$375.30
Norwell PD	151291	Town Center Plans	$375.30

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Norwell PD	151290	Town Center Plans	$350.28
Sewer Tech	0003361-IN	Town Center Plans	$1,500.00
Scituate Concrete Products	111721	Town Center Plans	$3,628.49
Ocean State Signal	20193	Town Center Plans	$8,600.00
Sewer Tech	0003363-IN	Town Center Plans	$1,500.00
Sewer Tech	0003364-IN	Town Center Plans	$1,500.00
Sewer Tech	0003365-IN	Town Center Plans	$1,500.00
John Hoadley	0168669	Town Center Plans	$1,200.00
Central Print Source	22878	Town Center Plans	$1,872.15
Gorca Construction Co.	107	Town Center Plans	$5,120.00
Gorca Construction Co.	113	Town Center Plans	$5,600.00

Town Planner Kirkland indicated these Bills have already been approved by Vice-Chair Moshier and have been forwarded to Accounting for processing, and that any Bills signed must be memorialized on the Minutes of the next Meeting.

Citizen Commentary

Discussion

1. **Town Center Planning – Discussion / BETA Group Engineering & Design Assistance:** Town Planner Kirkland updated the Committee that BETA Group had completed the drainage study for Town Center, and stated $1,815.64 remained to be spent out of the $75,000 Earmark. There was a brief discussion regarding how to use the remaining funds. Highway Surveyor Ferguson reiterated a guard rail at Dover Street at the location of a culvert was critical, and the Committee deferred to Highway Surveyor Ferguson for utilizing the remaining funds as needed. Selectmen Demong showed the Committee the image for the Town Center banners, and indicated it was historically accurate to the ships that were built in Norwell.

2. **MassDOT Complete Streets Grant: Tier 3 – Application:** Town Planner Kirkland indicated he submitted the Grant application on Monday, and anticipates notice from the State in late July or August at the earliest.

3. **Main Street Pedestrian Improvement Project:**

   a. **Phase 3A:** Highway Surveyor Ferguson noted that he is planning to start construction on the Main Street Sidewalk Phase 3A from Circuit Street to Paradise Drive. There was a brief discussion regarding the stonewall work in front of the Keay Property at 465 Main Street, Highway Surveyor Ferguson stated that would be completed towards the end of the construction, and wants to ensure it would be proper and tasteful for the homeowner.

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b. **Phase 3B**: Chair Bloomfield restated the Committee's request for $20,000 of the Planning Board's Pedestrian Improvement Fund to fund the design of the Main Street Sidewalk Phase 3B from Lincoln Street to Town Center, (BETA Project B). Member Sullivan, as Chair of the Planning Board, briefly updated the Committee on the Planning Board's approval on June 16, 2020 to transfer $20,000 of the Pedestrian Enhancement Fund to the Committee for the continued design work on the Main Street Sidewalk. The Committee discussed the ability to use the funds to supplement the Circuit – Lincoln segment (Phase 3A), and Member Sullivan stated they might revise the motion at a later Planning Board in July to make that possible.

c. **Town Hall Crosswalk**: No Discussion.

4. **MassDOT Shared Streets & Spaces Grant Program**: There was a lengthy discussion regarding how the Town could utilize the new Grant for streetscape upgrades in Town Center, and the Committee felt hardscape, benching, and a bike rack in the front of the Cushing Center to support outdoor dining for local businesses could be quick and noticeable upgrades.

   Selectmen Demong stated that given the amount of current projects under the Committee, this doesn't necessarily need to be an additional project, and suggested that Kim Roy, the Town Administrator's professional contractor, could be tagged to work on this Grant. Member Sullivan and Highway Surveyor Ferguson would coordinate creating a rough concept design for the area to assist Kim Roy.

Miscellaneous

Adjournment

Chair Bloomfield moved and Member Cafferty seconded to adjourn the meeting at 12:54 pm. The motion was approved 6-0-1 by a voice roll call.

Peter Bloomfield	Aye
Ellen Moshier	Aye
Christopher Madden	Absent
Brendan Sullivan	Aye
Kevin Cafferty	Aye
Alison Demong	Aye
Glenn Ferguson	Aye

NEXT SCHEDULED MEETING: July 17, 2020 at 12:00 pm **Remote via Zoom**

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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 10/2/2020, *in accordance with the Massachusetts Open Meeting Law.*

Signed: _____ Date: 10/2/2020
Committee Clerk or Alternate Clerk

Copy filed with: *Office of Town Clerk*
Complete Streets File

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