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## Complete Streets Committee Meeting Minutes

**MEETING DATE:** Friday December 18, 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)  
Brendan Sullivan, Member (Planning Board)  
Kevin Cafferty, Member (Pathway Committee)  
Glenn Ferguson, (Highway Surveyor / Tree Warden)  
Joseph Rull, Member (Board of Selectmen)

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

**TOWN EMPLOYEES PRESENT:** Kenneth Kirkland, (Town Planner)

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### Call to Order / Agenda

*Chair Bloomfield moved and Vice-Chair Moshier seconded to start the meeting at 12:03 pm. The motion was approved 5-0-2 by a voice roll call. Selectmen Rull joined the call shortly following the beginning of discussion.*

Peter Bloomfield	Aye
Ellen Moshier	Aye
Christopher Madden	Absent
Brendan Sullivan	Aye
Kevin Cafferty	Aye
Joseph Rull	Absent
Glenn Ferguson	Aye

### CSC Meeting Minutes

*Chair Bloomfield moved and Vice-Chair Moshier seconded to approve the November 16, 2020 CSC Meeting Minutes. The motion was approved 5-0-2 by a voice roll call.*

Peter Bloomfield	Aye
Ellen Moshier	Aye
Christopher Madden	Absent
Brendan Sullivan	Aye
Kevin Cafferty	Aye
Joseph Rull	Absent
Glenn Ferguson	Aye

### Bills

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Town Planner Kirkland indicated that the following invoices had been electronically approved by Vice-Chair Moshier and forwarded for processing in accordance with Accounting Department procedures during the State of Emergency; any Bills so processed must be memorialized in the Minutes of the next meeting.

Vendor	Invoice	Description	Voucher
Norwell PD	151532	Main Street Sidewalk	\$396.49
Norwell PD	151533	Main Street Sidewalk	\$396.48
Norwell PD	151534	Main Street Sidewalk	\$396.49
Norwell PD	151535	Main Street Sidewalk	\$396.48
Norwell PD	151536	Main Street Sidewalk	\$396.49
Norwell PD	151537	Main Street Sidewalk	\$396.48
Norwell PD	151540	Main Street Sidewalk	\$396.48
Norwell PD	151541	Main Street Sidewalk	\$396.48
Norwell PD	151545	Main Street Sidewalk	\$297.36
Norwell PD	151546	Main Street Sidewalk	\$297.36
Norwell PD	151550	Main Street Sidewalk	\$396.48
Norwell PD	151551	Main Street Sidewalk	\$396.48
Norwell PD	151553	Main Street Sidewalk	\$396.48
Norwell PD	151554	Main Street Sidewalk	\$396.48
Norwell PD	151599	Main Street Sidewalk	\$396.48
Norwell PD	151634	Main Street Sidewalk	\$446.04
Norwell PD	151635	Main Street Sidewalk	\$446.04
Norwell PD	151637	Main Street Sidewalk	\$371.70
Norwell PD	151645	Main Street Sidewalk	\$198.24
Norwell PD	151651	Main Street Sidewalk	\$495.60
Norwell PD	151652	Main Street Sidewalk	\$421.26
Norwell PD	151715	Main Street Sidewalk	\$198.24
Norwell PD	151727	Main Street Sidewalk	\$371.70
Norwell PD	151729	Main Street Sidewalk	\$198.24
Norwell PD	151731	Main Street Sidewalk	\$198.24
Norwell PD	151745	Main Street Sidewalk	\$470.82
Norwell PD	151747	Main Street Sidewalk	\$396.48
Norwell PD	151756	Main Street Sidewalk	\$396.48
Norwell PD	151758	Main Street Sidewalk	\$453.76
Norwell PD	151759	Main Street Sidewalk	\$446.04
Norwell PD	151760	Main Street Sidewalk	\$446.04
Tasco Construction Co., Inc.		Main Street Sidewalk	\$178,278.00
Capone Bros.	1331	Main Street Sidewalk	\$9,850.00
Perma-line Corp.	182640	Main Street Sidewalk	\$232.95

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Perma-line Corp.	182745	Main Street Sidewalk	\$6,300.00
Perma-line Corp.	182747	Main Street Sidewalk	\$1,600.00
Perma-line Corp.	182751	Main Street Sidewalk	\$730.00
Norwell HWY	Journal Entry Trans.	Main Street Sidewalk	\$510.35
Norwell HWY	Journal Entry Trans.	Main Street Sidewalk	\$1,779.71
Norwell HWY	Journal Entry Trans.	Main Street Sidewalk	\$286.52
Norwell HWY	Journal Entry Trans.	Main Street Sidewalk	\$682.28

Town Planner Kirkland indicated a series of ten (10) police details, from invoice 151715 to 151760 totaling \$3,947.74, we set to be confirmed at the meeting. The Committee reviewed the invoices, and Vice-Chair Moshier confirmed the voucher for \$3,947.74 for processing.

### Citizen Commentary

### Discussion

1. **Town Center Planning – Discussion / BETA Group Engineering & Design Assistance:** No Discussion.
2. **MassDOT Complete Streets Grant: Tier 3 – Application:** Town Planner Kirkland indicated he received notice the Grant application deadlines were extended until November 2, 2020 and now anticipates notice from the State in late February (Valentine's Day) at the earliest.
3. **Main Street Pedestrian Improvement Project:**
  - a. **Phase 3A:** Town Planner Kirkland shared-screen the project's accounting spreadsheet, Highway Surveyor Ferguson stated there was about \$6,300 left, and stated there could be a few remaining, last minute invoices to come in. He stated that extra work could use the remaining funds, plus about half (\$10,000) of the available \$20,000 from the Pedestrian Improvement Fund. Town Planner Kirkland reminded the Committee of their Tier 3 Grant request, which is to supplement the existing work and get the sidewalk to Lincoln Street as intended.
  - b. **Phase 3B:** There was a lengthy discussion on how to proceed; Member Cafferty suggested a Town Meeting Article for the cost of the remaining stretch, approximately \$700,000 in the event other current funding requests are denied. Highway Surveyor Ferguson reminded the Committee that sidewalk funding requests were often subtracted from drainage or roadway improvement accounts, and stated that unless other federal help was coming, the funding would be tough. Town Planner Kirkland stated that Departmental budget requests, normally requested from the Town Administrator the week of Thanksgiving and provided

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the week before Christmas, still haven't been asked, and that funding for the following year could be limited, especially if the School Department makes large, COVID-related increases. He mentioned that other grant applications are in the works, and that figures would be determined in the coming weeks, but that a placeholder was a simple request when the Warrant opens. Chair Moshier and Member Cafferty expressed the importance of keeping the momentum, and it was decided to have a placeholder of \$700,000 inserted in the Warrant when the time comes.

*Chair Bloomfield moved and Member Cafferty seconded to request Town Planner Kirkland request a placeholder for the Committee in the amount of \$700,000.00 in the Warrant with Town Administrator Morin. The motion was approved 5-0-2 by a voice roll call.*

Peter Bloomfield	Aye
Ellen Moshier	Aye
Christopher Madden	Absent
Brendan Sullivan	Aye
Kevin Cafferty	Aye
Joseph Rull	Left Meeting around 12:35
Glenn Ferguson	Aye

- c. **Town Hall Crosswalk:** There was a brief discussion regarding additional crosswalk signage on the opposite sides of the sign for duplication, and the addition of advanced warning signs for crosswalks in Town Center. Vice-Chair Moshier volunteered to assist Highway Surveyor Ferguson with this matter.
4. **MassDOT Shared Streets & Spaces Grant Program:** There was a brief discussion regarding the construction deadline if the Committee were to receive the Grant. Highway Surveyor Ferguson stated the deadline of May 31, 2021 was very tight, especially if the State delays notification of award, but that speculation was not helpful, and the Committee agreed that waiting for the notification date, (December 22) was close, and would continue the next steps at the meeting following notification.
5. **Main Street Crosswalks at Jacobs Lane, Prospect Street, Simon Hill Road, Bowker Street:** Chair Bloomfield briefly summarized his conversation with Kristin McEachern, 7 Prospect Street: that the Committee understood the importance of her concerns, but there were limited, direct actions the Committee could take to address them.
6. **Assinippi Corner, Merchant Row 2.0:** Vice-Chair Moshier indicated she did not want to lose traction with this discussion, and mentioned the Shared Streets & Spaces Grant Program could be an option for this site, and indicated that touching base with Hanover Selectmen Dockter

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could be another option, and Chair Bloomfield stated he'd reach out; Town Planner Kirkland can reach out to the Planner, and Highway Surveyor Ferguson stated he could contact the Hanover DPW Director as well.

### Miscellaneous

### Adjournment

*Chair Bloomfield moved and Vice-Chair Moshier seconded to adjourn the meeting at 1:11 pm. The motion was approved 5-0-2 by a voice roll call.*

Peter Bloomfield	Aye
Ellen Moshier	Aye
Christopher Madden	Absent
Brendan Sullivan	Aye
Kevin Cafferty	Aye
Joseph Rull	Left Meeting around 12:35
Glenn Ferguson	Aye

**NEXT SCHEDULED MEETING:** January 8, 2021 – 12 P.M., **Remote via Zoom**

*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 3/5/2021 in accordance with the Massachusetts Open Meeting Law.*



Date: 3/5/2021

Kenneth Kirkland, Town Planner

*Pursuant to Board vote on May 22, 2020, for duration of State of Emergency*

Copy filed with: Office of Town Clerk  
Complete Streets File

*Post to Complete Streets Committee's Webpage*