



TOWN OF NORWELL
TOWN CLERK

2024 FEB -9 AM 11:12

RECEIVED

**Community Preservation Committee
Meeting Minutes**

Meeting Date: February 1, 2024, at 7 pm

Location: Planning/Conservation Room 112, 345 Main Street

Members Present: Bob McMackin, Chair
Patrick Kelly, Vice Chair, Recreation Committee Liaison
Marynel Wahl, At-Large, via Zoom
Nancy Dooley, Housing Authority Liaison
Susan Powell, At-Large
Jeff Hassett, At-Large
Bob Norris, At-Large
Rachel Wollam, Historic Commission Liaison arriving at 7:15pm
Brendan Sullivan, Planning Board Representative

Members Absent:

Others Present: Kristin Ford, Administrative Assistant

1. Meeting called to order at 7:00 pm

2. Approval of Agenda at 7:02pm

Motion: to accept the agenda as written (Dooley) seconded (Norris) and passed by roll call vote. 8-0-0.

3. Acceptance of Minutes

Motion: to accept the amended minutes January 11, 2024, minutes as written (Dooley) and seconded (McMackin) and passed by roll call vote. 8-0-0.

4. Bills

CAI Technologies, GIS, 15-194-8111-6808	\$10,897.50
Payroll	\$ 1,053.46
CJ Shaughnessy Crane Services, Rebound Wall, 15-194-1233-6829	\$14,196.25
Fast Signs, 15-194-8126-6822,	\$ 368.12
Maltby & CO. Wildcat Parking Lot, 15-194-8100-6798	\$ 1,500.00
Gale, Gaffield Performance Plaza, 15-194-1233-6831	\$ 1,182.00

Motion: to approve the invoices as presented (Dooley) seconded (Wollam) and passed by roll call vote. 9-0-0.

5. Late Application Discussion

Member Powell was approached on a late application request and asked that the committee determine if a late application was acceptable. The committee members discussed voting on a policy.

Motion; by (McMackin) to accept applications with an open enrollment period with a set deadline that may include placeholders, amending applications, and on an emergent situation application can be presented and accepted with a majority vote of the committee seconded (Dooley). Passed 8-1-0 (Powell No)

Member Powell then discussed in more detail the Tennis Court conversation she had with resident and tennis instructor Megan Bonnevie. Powell explained Bonnevie has 3 estimates ranging from 150K – 1 Million dollars to rehabilitate the tennis courts at NHS. Powell said Bonnevie has had conversations with Warren McCallum Director of Finance and Operations and John Difrisco, Athletic Fields Committee. Member Powell believes being more flexible is necessary to address needs and to wait until the FY26 cycle is unnecessary and that there is no need to wait on this intermediate rehabilitation project.

Administrator Ford shared the following:

We currently have an approved appropriation for \$125K FY22 Article 7 (acct no. 15-194-8120-6816) named Renovations Cost Estimate NHS which specifically includes the tennis courts, front field and one of the baseball fields which is currently on hold at the request of the school department. Also, Ford spoke with George Grey, Recreation Superintendent, once she was aware of the potential application and the Recreation Department will not support this application and Grey told Ford that he made Bonnevie aware of that in a recent conversation he had with Bonnevie. Also, Grey stated the \$150K dollar request would never be enough money to complete the repairs needed.

Ford read the memo below from Grey.

"The tennis courts are in disrepair and have been since 2020-21. As previously stated, there are many balls currently in the air regarding the future of Norwell High School and the surrounding campus. The Town and School are at a holding pattern regarding a Feasibility Assessment/Site Study/Cost Estimate to really improve the Tennis Courts/Front Field/JV Soccer & Baseball Fields plus associated lighting and parking needs. Without knowing the future of NHS, I've been asked to hold off any expenditure of funds on studies or construction that would impede that process. In other words, I do not think the Town does not want to spend money on a project that very well may be a construction site or staging area for construction in the near future".

Furthermore, the Town would have better support of construction after the study has taken place to possibly include pickleball and improved/increased lighting to maximize usage of the facility.

Sincerely,
George A. Grey, CPRP
Recreation Superintendent

RECEIVED
2024 FEB -9 AM 11:12
TOWN OF NORWELL
TOWN CLERK

Motion; by (Norris) to consider this application of an emergency application seconded (Powell) and voted 1-8-0 and failed to pass. (Powell Yes)

6. Carlton Property Site Visit 2/1/24 Discussion

Ilana Quirk, Director of Planning and Community Development, Administrator Ford, CPC members Powell, Hassett, & Norris, along with residents Heather Hanley and Peg Norris attended the site walk. Member Hassett gave a brief overview of the walk and believes this building could have minimal impact from the street and to abutters. Hassett explained proper landscaping and screening and a curved driveway would help visually. Member Powell added how a shared parking lot for the public was also being incorporated in the project to allow residents to park and explore the trails too. Member Norris added this less intrusive concept vs the last larger more buildings, units, etc. seemed like a much better approach and that the land had much potential. Norris also said he valued Quirk's explanation of how affordability requirements would work along with local preference.

7. CPC Liaison & Administrator Project Update

None.

8. CPC Plan Update

Chair McMackin has reached out to all abutting communities and is scheduled to meet with Marshfield CPC on February 7th and Scituate CPC on February 12th. McMackin asked that the board approve Bella Lafratta for another round of 15hrs. to help complete the second round of Microsoft forms questionnaire and compile the data for the CPC Plan.

Motion; by (Wollam) to approve up to 15 hours for Bella LaFratta to assist with the questionnaire. Seconded by (Norris) passed 9-0-0.

9. Review of FY25

Please see the attached spreadsheet. Administrator Ford explained the applicant for the Washington Street Cemetery asked to be placed on the Special Town Meeting Warrant and that the Town Administrator approved the request. Ford will adjust the funding spreadsheet for the next meeting.

10. Application follow up questions discussion

Members reviewed a series of questions and answers (see attached) and made comments discussing each of the applications. Also, a new packet of information was delivered to members for the Clipper Community Complex Bathrooms project which resulted in amending their application. Members have concerns since a firm commitment to the price/contract and a written agreement for maintenance and a memo of understanding per the agreement is not

RECEIVED
2024 FEB -9 AM 11:12
TOWN OF NORWELL
TOWN CLERK

signed. Administrator Ford shared during a recent meeting both the Superintendent of Schools and Town Administrator agreed they were close and would be able to agree.

11. Next Scheduled Meeting – Thursday, February 8, 2024 7pm.

12. Adjournment

Motion to adjourn at 8:55pm (Norris), seconded (Dooley) approved by roll call vote 8-0-0.

RECEIVED
TOWN OF NORWELL
TOWN CLERK
2024 FEB -9 AM 11:12

2024 FEB -9 AM 11:12

RECEIVED

6 CCC Bathrooms

- Would a modular type unit on a concrete pad, as originally planned, provide more flexibility given the bathrooms may need to be moved in the future to make way for a possible new high school building?

The modular type unit we are proposing is engineered and built off-site. It is placed on a concrete slab and hooked up to septic and electricity. It is not designed to be moved in the future, but to be a permanent unit. The current location of the bathrooms to be installed will not interfere with the proposed location of a new High School.

- What assurances can be given that this project will not exceed this third increase which has almost tripled the original cost?

The current quote from the modular company is \$600,000 for engineering, build, and installation.

Site work including hookups for electricity, are about \$50,000.

Through continued work with our septic consultant and review of current estimates, we believe the septic will be no more than \$100,000.

- Should this additional funding request be approved at TM, is this project ready to go without any further delay?

Once the contract is signed with the modular company, we will be entered into their queue. They are currently running 8 months out. As long as the sitework and hookups are complete they should be able to put the bathrooms in place in March -early April. The bathrooms should be operational for the Spring sports season in 2025.

- When will the project be completed and operational?

Projected for the Spring sports season in 2025.

- Who will be responsible for the regular operating schedule and budget?

There have been two meetings held between the School District and Town. We are checking to see if there is an option to hire an outside contractor to service the bathrooms during High School, Recreational, and Community sports programs or if we need to hire a school custodian for the 2:00-10:00 shift Tuesday through Saturday. The custodian's primary responsibility will be to service the bathrooms during High School athletic use and recreational use. The schools have budgeted for a custodian to begin at the start of the spring season in FY 25. The exact split between Town and Schools has yet to be finalized if we go this route. The continuation of this position going forward would be dependent on consistent appropriations. If there are no contractual issues with hiring an outside contractor and if it is less expensive to hire an outside contractor vs a Full Time Custodian, we will go this route and split the cost. The budget savings as a result of not needing porta-potties should be considered and the fees charged to

outside entities for custodial services should help offset some of the costs -equally between Town and School to pay for a custodian or an outside contractor.

- Who will be responsible for the ongoing maintenance plan and how will it be funded?

Schools will provide a custodian to be split in some form with the Town. The School and Town are looking at increasing fees for outside programming and custodial services a fee structure for the recreational hours. When the custodian is not working with the bathrooms, they would support the High School custodians. The schools will take a slightly larger share of the salary due to the bathrooms being closed in the Winter. Supplies for the bathrooms will be split in a similar fashion.

- Has the project gone out to bid and when is the RFP due back to the Town?

The bid process is now focused on the modular unit. To bid out a full design for roughly \$100,000 and then bid again to builders will be difficult to complete prior to Town Meeting. The modular company is firm in its quote and is on the appropriate state bid lists.

Other:

Both the Town and the Schools believe the plan should go through as presented. While there has been discussion about how a new High School could solve the problem, it is not advisable for the following reasons:

Yes – the best place for a new High School will be next to the CCC. There are no guarantees whether this is where the High School will be placed or when. Regardless the proposed bathroom location will not overlap with a new High School.

Also, additional exterior bathrooms attached to the High School for public use will most likely not be covered by the MSBA's funding offset - potentially leading to a higher overall cost.

This request has been before us for quite some time. It was requested that the Town and Schools address this at Town Meeting. The CCC is highly used by the community at large with regular recreational activities and large events. Porta Potties are not the answer for student and family needs at the CCC.

Charles Ed White Trail

- In order to determine the need for this trail, how many residents were consulted, or have formally requested that this trail be renovated?

A few residences have approached both Conservation and Rec about the existing trail over the last few years. We consulted the Open Space and Recreation Plan which surveyed residence in 2019 about land use and trail connections in town. This property, along with the new trail from the subdivision, seemed like the perfect opportunity for new connections.

- How many residents are expected to utilize this trail on a weekly basis? 20-40.
- Given there is no parking, how far will residents likely walk from the surrounding streets with no sidewalks available, to access this relatively short Charles Ed White trail? The trail would be accessible from Hitching Post Lane off Circuit St, and from Green St. Four developments are within a third of a mile on Circuit St. Pine Street and River Street are roughly a third of a mile as well down Green St. The average distance would be less than a quarter of a mile.

OWN OF NORWELL
TOWN CLERK
FEB-9 AM 11:20
RECEIVED

- When will the private residential developer start & finish the connecting Hitching Post trail project? Already started, should be finished by the summer.
- Is the developer committed to developing this trail as part of a current legally binding agreement? Yes.

Historic Enclosure Project

1. Will there be or is there an MOU for the project and the HS tenancy in the Sparrell building?
2. School Committee approval minutes needed please.

As I correctly recalled, the School Committee is not willing to write an MOU. (See attached minutes that Warren refers to... but I see no reference to that in the minutes, FYI). That was Matt's comment to me in the in-person meeting that I had with him and Warren—that was what I recall. If this is a barrier to the CPC's approval of the application, then I guess there's nothing I can do.

Please see school committee minutes attached to email separately.

RECEIVED
TOWN OF NORWELL
TOWN CLERK
2024 FEB -9 AM 11:12

