

**Community Preservation Committee  
Meeting Minutes**

TOWN OF NORWELL  
TOWN CLERK

2023 DEC 15 AM 8:20

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**Meeting Date:** December 7, 2023, at 7 pm

**Location:** Osborn Room, 345 Main Street

**Members Present:** Bob McMackin, Chair  
Nancy Dooley, Housing Authority Liaison  
Susan Powell  
Jeff Hassett  
Bob Norris  
Rachel Wollam, Historic Commission Liaison arrived at 7:10  
Patrick Kelly, Vice Chair, Recreation Committee Liaison  
Brendan Sullivan, Planning Board Liaison  
Marynel Wahl

**Members Absent:**

**Others Present:** Kristin Ford, Administrative Assistant  
Glenn Ferguson, Highway Supervisor & Tree Warden  
John Difrisco, Fields Committee  
Patrick Reed, Vice Chair School Committee

**1. Meeting called to order at 7:00 pm**

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

**2. Approval of Minutes at 7:05pm**

*Motion: to approve the minutes of November 30, 2023, as amended (Dooley) and seconded by Norris and passed by roll call vote 8/0/0.*

**3. Approval of Bills at 7:10pm**

None

**4. CPC Liaison Project Updates 7:15pm**

None

**5. Application Presentations:**

**Washington Street Cemetery / Stetson Cemetery – Presenter Glenn Ferguson**

Glenn Ferguson explained this application is to complete a survey and map plan using computer aided drawings (CAD) for the Stetson and Washington Street Cemetery. The drawings will include each plot location populated with ownership. The property line, existing conditions, fences, walls, landscaping, including trees will all be included in the survey and noted on the plan. The chosen survey-engineering company will consult with Ferguson to combine the old mapping documents with the new engineering to create a digital mapping program. Ferguson would like to create a similar plan for the new Stetson Cemetery. Chair McMackin will consult with Town Counsel to determine eligibility for the Stetson Cemetery archiving portion of this request.

Ferguson requested holding the previously approved Article 32 FY24 \$11,680.00 for surveying with non-invasive ground penetrating radar until after the existing conditions survey and plan are complete.

Ask \$ 30,000.00

#### **Boardwalk Capital Improvement Project – Presenter Glenn Ferguson**

Glenn Ferguson described the steps necessary for the Boardwalk Capital Improvement Project. Rehabilitation is necessary to the first Phase that was constructed between Cushing Hill Road and the Middle School. The money will be used to complete engineering and options on the best cost-effective way to proceed. Some sections of the boardwalk are in desperate need of attention and there is the potential of closing the boardwalk for safety reasons. Ferguson believe the engineering will cost at least \$50,000.00.

Ask \$350,000.00

#### **Clipper Community Complex Restrooms – John Difrisco & Patrick Reed**

The total request for this project is \$816,125.00 of which \$536,125.00 was secured at previous Town meetings. Due to Covid, State Plumbing requirements this article is seeking an additional \$280,000.00. Post- implementation ownership and ongoing maintenance will be determined in a collaborative agreement between the Town of Norwell and the Public Schools. Members of the CPC strongly urged Difrisco and Reed to have the agreement in place before the committee votes in early February. Difrisco and Reed said the request for proposals (RFP) will go out early January with language securing the estimate through August 2024 and pending Town meeting approval. It was unclear when the bidding process would open and close, but Difrisco and Reed agreed to get back to the members on the exact dates of the bidding process.

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6. **Annual Meeting Discussion**

The purpose of the Annual Meeting is to share events from the past year and the applications to be voted on at the spring town meeting. This year the results of the CPC Plan will also be discussed as well as a brief presentation of the functions of the CPC.

7. **Annual Public Hearing Meeting**

Thursday, December 14, 2023, Osborn Room 7pm.

8. **Adjournment**

*Motion to adjourn at 8:40pm (Norris), seconded (Dooley) approved by roll call vote 9/0/0.*

