

TOWN OF NORWELL
2022 JAN 13 AM 9:31
RECEIVED

**Complete Streets Committee
Meeting Minutes**

MEETING DATE: Friday May 21, 2021
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)

MEMBERS NOT PRESENT: Christopher Madden, Clerk (Recreation Commission)
Joseph Rull, Member (Board of Selectmen)
Glenn Ferguson, (Highway Surveyor / Tree Warden)

TOWN EMPLOYEES PRESENT: Kenneth Kirkland, (Town Planner)

Call to Order / Agenda

Chair Bloomfield moved and Vice-Chair Moshier seconded to start the meeting at 12:09 pm. The motion was approved 4-0-3 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	Absent

CSC Meeting Minutes

Bills

<i>Vendor</i>	<i>Invoice</i>	<i>Description</i>	<i>Voucher</i>
Tasco	2—2020	Main Street Sidewalk	\$90.87

Town Planner Kirkland indicated that the following voucher was the final outstanding invoice referenced by Highway Surveyor Ferguson at the March 5, 2021 meeting. The invoice, totaling \$5,415.00, was being split between the remaining funds in the Main Street Sidewalk Town Meeting Article, (\$90.87) and \$20,000 of the Planning Board's Pedestrian Enhancement Fund, which was allocated in June 2020 for the Committee's use, (\$5,324.13).

Planning Board Chair Sullivan had electronically approved the \$5,324.13, and the \$90.87 was awaiting approval by this Committee.

Town Clerk Date Stamp
TOWN OF NORWELL
22 JAN 13 AM 9:31
RECEIVED

Vice-Chair Moshier moved, and Chair Bloomfield seconded to approve the Tasco invoice. The motion was approved 4-0-3 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	Absent

Citizen Commentary

Discussion

1. **MassDOT Complete Streets Grant: Tier 3 – Application:** Town Planner Kirkland indicated that the Application was submitted and is currently under State review.
2. **Main Street Pedestrian Improvement Project:**
 - a. **Phase 3A – (Circuit St. to Lincoln St.):** No Discussion.
 - b. **Phase 3B – (Lincoln St. to Town Center):** Chair Bloomfield indicated that the Committee received the \$400,000.00 from Town Meeting. Member Cafferty stated that MAPC's South Shore Consortium bidding results were recently released, and that construction unit prices, particularly for asphalt and curbing had gone up, and that the Committee should be conservative about the amount of work that could be completed with the available funds. Member Sullivan stated that Highway Surveyor Ferguson has also received funds to complete the wooden boardwalk from Forest to River Street, originally intended to be a component of Pathway Phase III, but separated out due to increased cost. Chair Bloomfield and Member Sullivan briefly restated the Committee's intent to use the remaining \$15,000 of the \$20,000 allocated from the Planning Board's Pedestrian Enhancement Fund to draft final Plans for the remaining segment to Town Center.
3. **Town Meeting 2021 – Debriefing:** Chair Bloomfield indicated that the Committee received the \$400,000.00 from Town Meeting, and Member Sullivan stated that Highway Surveyor Ferguson has also received CPC funds to complete the wooden boardwalk from Forest to River Street.

Town Clerk Date Stamp

TOWN OF NORWELL
2022 JAN 13 AM 9:31
RECEIVED

4. **Assinippi Corner, Merchant Row 2.0:** No Discussion.
5. **Integration of Complete Streets Policy:** Chair Bloomfield briefly restated Vice-Chair Moshier's intent to integrate the Committee into other, non-sidewalk programs, such as Safe Routes to Schools, and Safe Routes to Parks, of which Recreation Superintendent Grey expressed an interest in. Vice-Chair Moshier stated there is an educational component to the Complete Streets Policy, which can inform residents on the goals and objectives of the Policy.
6. **Committee Reorganization / Appointment of Signature for Vouchers for Accounting:** Vice-Chair Moshier stated her intent to not seek Committee reappointment, stating her intent to let others be a part, and stated she would still be involved with the Committee through her capacity with the Traffic Study Committee, which she is not leaving. The Committee thanked her for her in-depth support, knowledge, and dedication; Town Planner Kirkland noted that he would send an official request to the Board of Selectmen, as the appointed authority, for a new At-Large member, as well as since the BOS make-up was changed with Town Election, the Board of Selectmen would need to appoint their own new representative to the Committee in accordance with the Committee's charter. He would also speak with Recreation Superintendent Grey for a new Recreation Commission representative, as Clerk Madden has been absent from Committee activities for over a year.

With new Committee members at the next meeting, (June 18), reorganization including a new authorized voucher signatory, as well as Chair, Vice-Chair, and Clerk would be prudent.

7. **Expiration of State of Emergency / Resumption of In-Person Meetings:** Town Planner Kirkland indicated that with the expiration of COVID restriction on May 29, and the conclusion of the State of Emergency on June 19, Town Administrator Morin is holding a staff meeting for all Department Heads on Monday and would inform the Chairs of Planning, Pathway, and Complete Streets, (all present as Committee members) of details regarding how meetings will be held moving forward shortly thereafter.

Miscellaneous

Adjournment

Chair Bloomfield moved and Vice-Chair Moshier seconded to adjourn the meeting at 12:25 pm. The motion was approved 4-0-3 by a voice roll call.

Peter Bloomfield	Aye
Ellen Moshier	Aye
Christopher Madden	Absent

Town Clerk Date Stamp

TOWN OF NORWELL
2022 JAN 13 AM 9:31
RECEIVED

Brendan Sullivan	Aye
Kevin Cafferty	Aye
Joseph Rull	Absent
Glenn Ferguson	Absent

NEXT SCHEDULED MEETING: June 18, 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 _____, in accordance with the Massachusetts Open Meeting Law.

Kenneth Kirkland, Town Planner
Pursuant to Board vote on May 22, 2020, for duration of State of Emergency

Date: _____

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

Post to Complete Streets Committee's Webpage