

Pathway Committee Meeting Minutes

MEETING DATE: Wednesday September 5, 2018
TIME SCHEDULED: 7:00 P.M.
LOCATION: Planning Dept. Office, Town Offices, Room 112
MEMBERS PRESENT: Kevin Cafferty, Chair (At-Large)
 Christopher Madden, Clerk (Recreation Commission)
 Robert Woodill, Member (Conservation Commission)
 James Kelliher, Member (At-Large)

MEMBERS NOT PRESENT: Patrick Palzkill, Vice-Chair (At-Large)
 Jamie Crystal-Lowry, Member (Planning Board)
 Brendan Recupero, Member (At-Large)
 Pamela Brake, Member (Alternate)

TOWN EMPLOYEES PRESENT: Kenneth Kirkland (Town Planner)
 Brendan Sullivan (Chair, Planning Board)

Agenda

Chair Cafferty moved to start the meeting at 7:05. The motion was approved 4-0.

April 4, 2018 PC Meeting Minutes

Chair Cafferty moved to approve the minutes of April 4, 2018 at the next Pathway Committee Meeting. The motion was approved 4-0.

Bills

Horsley Whitten Wompatuck \$354.87

Discussion

1. **Resignation of Member Brendan Recupero:** Member Recupero submitted a letter of resignation to the Committee stating scheduling conflicts with other public body memberships. The Committee thanks Member Recupero for his service and luck for future endeavors. Brendan Sullivan, former Committee member was present and expressed interest in returning as an At-Large member. The Committee requested Town Planner Kirkland provide Mr. Sullivan the necessary application materials.
2. **Designation of a Pathway Committee Clerk:** Member Madden volunteered to be the Committee Clerk.

Chair Cafferty moved to appoint Member Madden as Committee Clerk. The motion was approved 4-0.

3. **Pedestrian & Bicycle Pathway Phase III – Overall Progress Update:** Chair Cafferty stated that Highway Surveyor Ferguson indicated Phase III is about to begin using the second contractor awardee from the Main Street Sidewalk. As with the Main Street Sidewalk, curbing would be installed first and should begin shortly.
4. **Gaffield Park – Potential Parking / Pathway Connection – Overall Progress Update:** Member Kelliher stated in recent meetings that the Recreation Commission, Superintendent, and the Commission on Disabilities were looking into the feasibility of a paved connection from the Phase II Pathway to Gaffield Park parking lot, which is currently being upgraded for ADA compliance. Chair Cafferty and the Committee concurred that they would be more than happy to provide assistance, assuming there were funds left over from the completion of Phase III and the boardwalk from Phase II. Town Planner Kirkland indicated funds were available from the Pathway Overall Design & Construction Article to fund this connection. Chair Cafferty also expressed possibility of seeking funding assistance from Highway Surveyor Ferguson.

Chair Cafferty made a motion to express the Pathway Committee's willingness to provide funding assistance regarding Member Kelliher's Gaffield Park connection, assuming the availability of funds following the completion of Pathway Phase III. The motion was approved 4-0.

5. **Wompatuck Entrance & Parking Lot – Overall Progress Update:** Town Planner Kirkland indicated that if the easement issues were too cumbersome, the Committee could return to its previous design concept of a boardwalk along the outside of the easement. Member Woodill indicated that the Conservation Commission was not aware the boardwalk option was back on the table; Town Planner Kirkland indicated that was only a suggestion due to his limited experience in dealing with nonresponsive utility companies. Chair Cafferty indicated that a letter indicating the Committee's intentions, along with a copy of the earthen berm design concept could be sent to National Grid with via certified mail with a requested response time for modifications. It was indicated that this option was utilized in other similar situations with little hardship.

Mr. Sullivan indicated that he did not have concrete calculation values regarding the earthen berm option during his previous discussion in front of the Conservation Commission. Chair Cafferty asked Town Planner Kirkland to request these calculations from Project Manager Lamoureux of Horsley Whitten. Chair Cafferty and Member Woodill concurred that a joint meeting with the Conservation Commission would be beneficial in order to get everyone on the same page regarding design concepts.

Chair Cafferty made a motion to request the next scheduled meeting be a joint meeting with the Conservation Commission. The motion was approved 4-0.

The Committee clarified that it was still interested in submitting a Town Meeting Article for construction of the final design concept. Chair Cafferty indicated that an estimated construction value placeholder could be submitted for the Town Meeting Warrant, and revised upon final receipt of 100% construction costs as per the Wompatuck Design Services Contract.

Miscellaneous

1. **Potential Main Street Sidewalk / Pathway Connection:** Chair Cafferty expressed interest in a potential connection between the Main Street Sidewalk and the Pathway behind the schools to create a dedicated pedestrian connection between Town Hall and the Pathway.

Chair Cafferty made a motion to express the Pathway Committee's willingness to explore this option in the future. The motion was approved 4-0.

2. **Pathway Maintenance Fund:** Chair Cafferty indicated that the Committee received a \$5,000 allocation for dedicated Pathway maintenance. This account provides funds to repair damage on the Pathway due to inclement weather or fallen trees, as well as preventative maintenance to remove hazards prior to creating damage. He indicated that the Committee should request an allocation increase to \$10,000 and repeat that request annually.

Chair Cafferty made a motion to express the Pathway Committee's willingness to explore this option for future Town Meeting Warrants. The motion was approved 4-0.

3. **Signatures for Invoices:** Town Planner Kirkland indicated that the Committee could vote to appoint a single Member to sign invoices to prevent individual signature collection and would expedite bill processing through Accounting.

Member Woodill made a motion to appoint Chair Cafferty to sign all future invoices for the Pathway Committee. The motion was approved 4-0.

Adjournment

Member Woodill moved to adjourn the meeting at 7:35. The motion was approved 4-0.

NEXT SCHEDULED MEETING: September 19, 2018

These minutes have been approved with reading of the minutes by the Norwell Pathway Committee at a public meeting duly noticed and held on October 3, 2018, in accordance with the Massachusetts Open Meeting Law.

Signed:  Date: _____
Committee Clerk

Copy filed with: Office of Town Clerk

Pathway File

Post to Pathway Committee's Webpage