

Master Plan Implementation Committee

Minutes of November 9, 2010

Meeting called to order by Ed Forsberg, Chairman, at 6:43 pm in Room 116, Town Hall.

Members Present: Ed Forsberg, John Desmond, Michael Gallahue, Al Goetz, Dick Nottebart, Dick Power, Mike Berry (6:53 pm).

Staff Present: Don Johnson, Stephanie Mercandetti

Visitors Present: Denise Maleiko and Sue Ferioli, Trustees of 894 East Street Condominiums; Gene Bolinger of Weston & Sampson; Bob O'Brien, DPW Director (6:57 pm); Jim Johnson, Assistant Town Administrator (7:25 pm).

Approval of Minutes: Moved by Ed, seconded by John, to approve the minutes of 10/26/10 with an added paragraph requested by Dick N. Voted 5-0-1 (Mike B. had not arrived yet at the time of the vote; Dick P. abstained because he wasn't present at the 10/26 meeting).

Ongoing/Old Business, and Implementation Activities:

- Downtown revitalization activities / Downtown Municipal Campus trail and park plans, and related activities planned for winter/spring 2010/2011:
 - Gene Bolinger, a Registered Landscape Architect with the firm of Weston & Sampson, had been asked by Bob O'Brien to speak to the MPIC about the process of formulating a plan and timeframe for the bridge/park plan and trail project. Mr. Bolinger will send the MPIC a general start-up guide and timeframe for implementation of the various steps in the project. The MPIC thanked him for his assistance and for coming to the meeting.
 - The Recreational Trails Grant Application had been submitted to DCR in November 1, per the vote taken at the October 26, 2010 MPIC meeting.
 - Representatives of the Norfolk County Engineer's office had been on-site performing the site survey work over the previous couple of weeks.
 - Over the previous couple of weeks, Dick P. had made arrangements with the Northeastern University (NU) Engineering Department to have a group of engineering students look at the bridge/park plan and trail project as a potential community service project for the students, which would also give the students an opportunity to hone their engineering skills on a real-life project, under the direction of the NU Engineering Department. Ed, Dick N., and Don had met on-site with engineering student Gregory Sands and two other department students, who expressed strong interests in the project, and said they would bring the project to their advisors for their acceptance. Don followed up by sending more information to Gregory. Ed and Don would be following up with Gregory toward the students' participation in taking on this project.
 - Ed noted that the students and administration at the Norfolk County Agricultural High School and Longview Farm were interested in contributing time to the project as well.

- Ed and Don would be working on a Capital Budget submission in the amount of \$50,000 - \$60,000 to fund this project for the upcoming fiscal year. This Request was to be submitted to the Assistant Town Administrator's office, as required for consideration, by the November 26, 2010 deadline.
- Discussion on long-term Town building needs and future uses of Town buildings, including Police, Fire, Library, and School buildings:
 - Mike B. and Dick P. suggested that the NU students might be able to do a general landscaping plan for all of the Town Campus (Town Hall, Library, and Park, for continuity; and send the results to the Town Administrator. Al noted that the EPA Phase II design used in the Library could be continued throughout. Ed said that if the NU students take on the plan, the landscaping for the Town Hall could be designed to blend in with the Library design.
 - Dick N. suggested engaging the services of Mr. Bolinger for \$4,000 - \$5,000 for this purpose. John suggested to not look to just landscape, but engage professionals to evaluate buildings too. Ed noted that the MPIC has diversity; with representatives from most of the town government entities that deal with land use issues, the MPIC can look at this policy area.
 - Mike B. said the Board of Selectmen would be developing its goals and objectives for the next year, within the next few weeks; and the MPIC would likely be given a special charge to look at this issue: Police first; but:
 - To remain where it is?
 - South Street? (but not Fire there)
 - Other town-owned land, or land to be purchased?Mike B. made note that before, in previous studies, we had determined where to put the Police facility first. Ed said we should take account of all buildings, to determine what we need. Dick P. questioned where to put it, and how to decide. Michael G. and Dick P. suggested we can solicit citizen review, then we can then we can have a Town Meeting warrant article for the consultant. Mike B. noted again that there would be a charge for this coming from the Board of Selectmen within the next few months, and it was in a holding pattern for now.
 - Dick N. suggested it was best for the town to have a 20 - 40 year vision, not "Police first". Michael G. suggested to buy land for "town needs" not for "Police Station" per se.
- Status of potential funding sources of various economic development and planning activities:
 - 2011 Downtown Technical Assistance Grant / Massachusetts Downtown Initiative (MDI) Program: Stephanie said the Economic Development Commission (EDC) had determined to submit a grant application for downtown parking inventory and recommendation study, which would be submitted to DHCD by December 3, 2010,
- Historical Commission – Submission of an application under the FY 2011 MHC Survey and Planning Grant Program, and other ongoing WHC/MPIC-related activities:

- Michael G. confirmed that the Walpole Historical Commission (WHC) would be submitting a pre-application letter of intent to the Massachusetts Historical Commission the following day, to seek a grant of \$7,500 with a \$7,500 match for a total project budget of \$15,000, to prepare applications seeking nominations for Blackburn Hall, Union Station, and the Old Burial Grounds to be placed on the National Register of Historical Places.
- Don will work with Michael G. on the submission of a Capital Budget request for the \$7,500 match. This Request was to be submitted to the Assistant Town Administrator's office, as required for consideration, by the November 26, 2010 deadline.
- Housing Partnership – Update on Library Reuse Study, and other ongoing WHP/MPIC-related activities:
 - Stephanie noted that Rojas Design had been hired to do the affordable housing reuse feasibility study. They would be having a subcontractor doing an on-site property survey within a few weeks.
- Open Space & Recreation Plan Update – brief update on recent meetings:
 - The Open Space and Recreation Plan Committee met on October 27 and began work on the action plan activities to implement the goals and objectives. The Committee was scheduled to meet again the following evening, November 10, 2010, to continue this process.
- Appointment of Finance Committee Member and Board of Selectmen Representative at Large to the MPIC:
 - No action had been taken on these appointments.
- Location of proposed flagpole on Stone Field:
 - No action was taken at this meeting. This will be taken up again at future MPIC meetings.

New Business:

- FY 2012 Capital Budget Process, as applied to Downtown Municipal Campus trail and park plans. *Note: FY 2012 Capital Budget forms due 11/26/10.*
 - At 8:25 pm, Jim Johnson, Assistant Town Administrator, gave a brief presentation to the Committee on the Capital Budget process.

Correspondence:

- None

Adjournment:

- At 8:43 pm, Ed motioned, seconded by Mike B., to adjourn, all voted in favor (7-0-0).

Respectfully submitted,