

Approved

MEETING MINUTES TOWN OF LYNNFIELD

Committee Name: Lynnfield Recreational Path Committee

Day/Date: Thursday, November 9, 2017

Time of Meeting: 7PM

Location: Town Hall, J. Maney Meeting Room

AGENDA AND MINUTES

1. Pledge of Allegiance

The meeting was called to order at 7:00 PM by Chairman Russell with a pledge of allegiance.

Committee members in attendance: Robert Almy, Joel Steiner, Gerard Noumi, Matt DiVirgilio, Michael D'Amore, Joseph Markey, and Randall Russell. Selectman liaison Dalton was present. Public attendee was Vince Inglese

2. Old Business

a. Approve minutes from meeting on October 12, 2017

The minutes from the October 12 meeting were approved with minor corrections.

3. New Business

a. Update on recent Town meeting with MA DOT

Selectman. Dalton summarized a meeting among MADOT staff, Town Administrator Boudreau, Mr. Dalton, and Mr. Almy. 1) The cost allocation will provide sufficient funding for construction for the final design cost plus 10% (as contingency). This includes plantings and screening and mitigation incorporated into the design. The cost (at this point in the 25% design process) is estimated to be \$13-14 Million. Funding is on a "rolling" basis; when a project is ready to go for bid, funding is found in the current budget. 2) the DOT prefers that the Wakefield and Lynnfield portions of the project remain together in the design process. The endpoint of each segment needs to make sense. Parking and access are part of consideration of an endpoint. 3) As examples, the group discussed Lynnfield High School and Pillings Pond Road (near Jordan Park) as potential endpoints. 4) Permitting and Final Design are expenses that will come up next.

Other items discussed include: 5) The boardwalk design is necessary to minimize impacts to Reedy Meadow. 6) Appraisals and the cost for temporary (construction) easements/access are the responsibility of the Town. Mr Dalton suggested that the committee needed to consider how information regarding costs and financing of the project should be provided to the public (discussed further in item 3.b.v below). In addition, the Administrators for the two towns need to get the project better coordinated.

The development of a "Frequently Asked Questions" document was suggested; it should be reviewed by DOT. As part of the FAQ, sources of information should be documented.

b. Report from subcommittees on work done since last meeting regarding Wakefield/Lynnfield Rail Trail:

i. Update from newly-formed Cost of Ownership sub-committee

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- ii. Update from newly-formed Funding Sources sub-committee (to cover engineering, permitting and easement costs)

The two subcommittee reports were combined. The subcommittee is working on a schedule, possibly in the form of a GANNT chart. When better information is available on cost that information will be compiled and provided to the Committee and for inclusion in the FAQ. The subcommittee suggests meeting with DOT to better define the numbers. Cost items would include: engineering 75% design and permitting, final design and engineering, appraisal and temporary easement costs, some of the costs may be benchmarked from other towns. The subcommittee will meet with Mr. Russell and the submit questions to DOT.

- iii. Update on Public Hearing and public education session scheduling

Given uncertainty about the 25% public hearing, the Committee decided to forgo a workshop in December, but hold the January 25 date. The committee discussed the scope of the workshop and the need to brief the Selectmen before the workshop.

- iv. Other committee updates

No other subcommittee updates were provided.

- v. Discuss decision process for Town of Lynnfield

- c. Identify next steps (proposed meetings, staffing requests, resourcing, etc.)

- d. Identify next meeting date

Mr. Dalton initiated a discussion about the next phases of the process and how the Committee can connect with the Town as a whole. The Committee revisited its mission and the history of past rec path evaluations. The Committee agreed that it needed to finish its fact finding as much as possible for now. The Committee discussed a meeting with the Selectmen that would include 1) a discussion of answers to some of the questions raised thus far, 2) what questions remain, 3) what needs to be done, 4) what are the costs of moving forward and 5) what are the alternatives available to the Town.

The Committee agreed to prepare a report based on a rough outline to be circulated by the Chair. Preparation of elements of the report will be by the various subcommittees, and then submitted to the Chair by email. The elements of the report will be assembled and edited by the Chair, vice-chair and secretary and then recirculated to the individual subcommittees for comment.

The Committee targeted December 5 for further discussion.

- 4. Public comment on any issues of interest to the Committee

Mr Inglese thanked the committee for their work. He pointed out that the committee's mission statement included making recommendations to the Selectmen based on the information gathered. He urged the Committee to help the Town get on to the next steps. He pointed out that there may be cost savings in how the Wakefield portion could be constructed. He requests the Committee contact DOT to assure at least 30 days notice for the 25% design public hearing.

- 5. Adjourn

The committee adjourned its meeting at 9:00 PM