

MINUTES of meeting, July 9, 2014

Board Room, Department of Public Works (DPW), 20 Municipal Way

Present: members Diane Campbell, Paul Criswell, Heidi Kost-Gross, and David Wright (Kurt Somerville absent); Town staff Janet Bowser, Dave Hickey, Meghan Jop, and Mike Pakstis.

Diane Campbell called the meeting to order at 8:05 a.m.

Citizen Speak: No citizens were present to address the Committee.

FBPCC minutes: Draft minutes of the final meeting of the former Fuller Brook Park Coordinating Committee on May 28, 2014 had been distributed previously. MOVED Paul, SECONDED Heidi to approve the minutes as submitted. PASSED unanimously.

Election of officers: MOVED Heidi, SECONDED Paul to elect Diane Campbell as Chair and David Wright as Vice Chair (period of terms unspecified). PASSED unanimously.

Town Meeting charge: The Committee took up Article 15, Motion 2 of the 2014 Annual Town Meeting, which established the Committee and outlined its duties. Most of the ensuing discussion at this meeting referred back to that document.

Contractor contacts: Mike said the Town will be in touch with the principal contractor, R. Bates & Sons, through Joe Spinelli (owner), Mark Pelletier (president and principal contact in the office) and Kevin Coughlin (site supervisor).

Abutter notifications: Dave showed a printout of DPW's current-projects web page and said DPW has procedures in place to notify abutters and generally inform the public about DPW work. He offered to put Fuller Brook Park information into this system too. Members thanked him and asked that the information be made easy to find on the Town's home page.

Other public information: Dave will draft and show to members a press release about the start of the project, listing (where possible) dates, locations, and the nature of work to be done during the next few months. Janet will disseminate it via the email list of people who have requested to receive information on the project. Construction updates, approximately twice a month, will follow. It was agreed that other e-mail bulletins should focus mainly on neighborhoods where work is imminent, so as not to bother the recipients with low-priority information. Mike said DPW welcomes factual questions from residents, but would like FBPC to be the buffer for opinions, comments, and complaints about the project.

Project manager: Dave described Jim McNulty, recently hired by the Engineering Department to manage the park project, as very qualified, with 30 years' experience in major construction and coming to the Town from a highly responsible position at Raytheon Corporation.

Signage: David mentioned the term "informational signage" in the Town Meeting article as meaning interpretive signs about history, ecology, and infrastructure. It was agreed that this type of signage should be considered near the end of the project, while information on construction is a more present concern. DPW

will put up signs mostly for practical purposes such as re-directing pedestrian traffic. Members asked that a phone number and/or email address for public comments be included in the signs.

Role of Friends group: Referring to her experience with clubs and non-profits, Heidi urged that the Friends of Fuller Brook Park take on a fundraising role, managing the endowment of benches “in honor of...” and other private revenue projects. In the absence of Kurt Somerville, Friends chairman, the proposal was noted without further action.

Next meeting: Since construction is still some way off and DPW will be handling most of the initial public communication, members agreed there would probably be no need for FBPC to meet again till September. Hope was expressed that Randy Collins of BETA Inc. will attend at least some future meetings, to report how the work is going from the design team’s perspective.

The meeting was adjourned at 9:09 a.m.

Respectfully submitted,
David Wright, Vice Chair