

TOWN OF DEDHAM
TOWN GREEN WORKING GROUP
450 WASHINGTON STREET
DEDHAM, MA

MINUTES OF THE TOWN GREEN WORKING GROUP MEETING
JANUARY 5, 2023, 7:00 P.M.

MEMBERS:

Mike Butler	Chair
Jessica Porter	Vice-Chair
Tom Polito	Member (via teleconference)
Micah Flynn	Member
Mark Pearrow	Member
Tara Ikenouye	Member

GUESTS:

Jason Mammone	Engineering Director, Town of Dedham
Doreen Labrecque	Administrative Assistant, Town Manager Department
Rana Mana-Doerfer	Director of Procurement

Minutes prepared by Cassidy Civiero of Minutes Solutions Inc. from a video recording.

1. **CALL TO ORDER**

Mr. Butler, Chair, called the meeting to order at 7:10 p.m.

2. **PUBLIC COMMENT**

There were no public comments.

3. **APPROVAL OF MINUTES**

The minutes will be approved at the next meeting.

4. **NEGOTIATIONS WITH HALVORSON DESIGN/TIGHE & BOND STUDIO**

Ms. Mana-Doerfer reported that negotiations are ongoing.

5. **LAND AND WATER CONSERVATION FUND (LWCF) APPLICATION**

Ms. Mana-Doerfer and Ms. Winsten are working on the application, which is due January 23, 2023. A draft will be presented to the Group by January 12, 2023. A budget estimate was sent to Mr. Mammone for early review. Ms. Mana-Doerfer met with Ms. Melissa Cryan, who advised that the grant is all-or-nothing, and the Town should apply with the amount needed to fund expenses that are incurred after the contract with the state is signed. The amount is likely \$750,000; 50% of the \$1.5 million in expenses following demolition, as demolition is not an eligible expense.

Ms. Porter asked if other funding sources could be matched, aside from the Town funds of \$1.5 million. Ms. Mana-Doerfer responded that she would have to investigate this; however, the LWCF would like to know that the Town can fund the project on its own. Mr. Flynn requested confirmation that the amount submitted by January 23, 2023, is the amount that will be matched at 50%, regardless of whether the project costs more. Ms. Mana-Doerfer responded that, if the amount increases later, the LWCF will still match 50% up to \$1 million.

The Chair noted that the Group was too late for the PARC Grant, but early for the LWCF grant, as everything spent until November 1, 2023, is not reimbursable. Ms. Mana-Doerfer noted that it is a good time to apply for the LWCF grant, because the project deadlines are reasonable. Mr. Pearrow asked what is meant by this being an "all-or-nothing" grant. Ms. Mana Doerfer responded that the LWCF will either award the entire amount requested or not award the funding at all.

The Chair noted that there are other grants that will be applied for following LWCF, such as Commonwealth Places, MassWorks, and Massachusetts Downtown Initiative.

6. DEVELOPMENT OF TOWN GREEN WEBPAGE ON TOWN WEBSITE

A draft webpage was circulated to the Group for review, which is not yet available to the public. Ms. Ikenouye and Ms. Porter will work on the website with Ms. Amanda Smith.

7. DEMOLITION OF POLICE STATION AT 600 HIGH STREET

Mr. Mammone stated that the RFP has gone out. The on-site walkthrough is on January 11, 2023, and the bid opens January 26, 2023. The initial review of bids will take approximately one month. Once contract documentation is received, there will be a review by Town Council, and insurance secured. Once the selected contractor receives protocols, they have 10 days to commence the demolition and 120 days to complete it.

8. DISCUSSIONS WITH VERIZON

There was no update on this item.

9. OLD/NEW BUSINESS

- a. **Design Check-in Meetings:** Ms. Porter and the Chair meet every other Tuesday with Ms. Mana-Doerfer, Ms. Winsten, Mr. Goodwin, Ms. Smith, and Mr. Mammone to discuss the project and prepare information for upcoming meetings.

10. NEXT MEETING

The next meeting is scheduled for January 19, 2023.

11. ADJOURNMENT

On a motion made by Mr. Flynn, seconded by Ms. Ikenouye, it was voted to adjourn the meeting at 7:44 p.m. A roll call vote was conducted. Motion carried unanimously.

DISCLAIMER

The above minutes should be used as a summary of the motions passed and issues discussed at the meeting. This document shall not be considered a verbatim copy of every word spoken at the meeting.

Respectfully submitted,

Michael L. Butler

Chair

April 3, 2023

Date
