

**TOWN OF SCITUATE, MASSACHUSETTS
COLE PARKWAY REDEVELOPMENT COMMITTEE**



**MEETING MINUTES
Cole Parkway Redevelopment Committee
Tuesday May 2nd, 2023
6:00 P.M.
Scituate Library, Small Conference Room
85 Branch Street
Scituate, MA 02066**

Commission Members Present: Mike Gibbons, Karen Connolly, Matthew McKinley, Sherry Chrichfield- Lyons, Joseph Norton, Bob Warner, Susan Daileader, Corey Miles

Members Not in Attendance: Stephen Mone, Justin Young

Others Present: Scituate Director of Public Works; Kevin Cafferty, Susan Harrison

Karen Connolly made motion to call the meeting to order at 6:02 P.M. and was seconded by Joe Norton. Unanimous vote 6-0 to start meeting.

Attendance was verified and quorum was present

Karen Connolly made a motion to accept the agenda, and was seconded by Joe Norton. Unanimous vote 6-0 to accept the agenda.

It was stated that not everyone had a chance to review meeting minutes from the March meeting so approval of those meeting could happen at the next meeting along with the May meeting minutes.

Bob Warner made a motion to accept the February meeting minutes, and was seconded by Joe Norton. Unanimous vote 6-0 to accept.

Kevin Cafferty discussed a topography report from the Drone survey company would be roughly \$3,500.00 to \$4,000.00 to complete and it would include Front Street as part of the scope. It was stated that the survey report would be helpful to the successful bidders for the Engineering work, and would likely save the Town both money and time. The Drone survey is not yet complete and perhaps might be done by the next meeting (May).

Corey Miles stated the RFP for Engineering Services would not go out until they had the Drone Survey information available as it would be helpful to the bidders.

Kevin Cafferty mentioned that the RFP should clearly state what the end results would be from the Engineering Services so that goal is clear. Having a clear goal will help avoid change orders.

Mike Gibbons asked if public bathrooms for Cole Parkway could be possibly in scope for this project and he heard from at least one local business owner that thought they were needed.

Kevin Cafferty suggested that the committee should reach out to the Massachusetts Office of Coastal Zone Management (CZM) to see what information they might have on items such as coastal studies for Scituate.

May 15th is the target date for getting the Drone Survey report and then the RFP would be reviewed with DPW and Corey Miles before release. Susan Daileader volunteered to also help review the RFP.

Chairperson McKinley stated that the next meeting would likely be May 23rd, 2023 6:00 and he would look into the meeting space.

Chairperson McKinley asked for a motion to adjourn the meeting and motion was made by Joe Norton and seconded by Karen Connolly. Unanimous vote 6-0 to adjourn the meeting at 6:56 P.M.