

**Pathway Committee  
Meeting Minutes  
August 8, 2023, 6 PM  
Town Hall Room 112 and Remote via Zoom**

2023 OCT 11 PM 7:02

RECEIVED

**Attendance:**

**MEMBERS:**

Kevin Cafferty, Chair Member	Present Room 112
Brendan Sullivan, Member	Present Room 112
Doug Luoma, Con. Com. Rep., Member	Present Room 112
Heather Hanley, Alt. Member	Present Room 112
James Kelliher, Member	Absent
Patrick Palzkill, Member	Present Room 112
Pamela Brake, Member	Present Via Zoom
Recreation Rep. Member	Vacant

**STAFF**

Ilana Quirk, Dir. Of Planning	Present Room 112
Kristin Ford, Admin. Assist.	Present Room 112

**CALL TO ORDER/APPROVAL OF AGENDA**

Motion by Member Cafferty to open the meeting at 6:00 pm and approve the agenda as submitted. The motion was duly seconded by Member Sullivan.

VOTED: Approved unanimously by roll call vote 5-0-0.

**APPROVAL OF MINUTES**

Motion by Member Palzkill, to approve the draft minutes for June 14, 2023 as written. The motion was duly seconded by Member Luoma.

VOTED: June 14, 2023, Minutes approved unanimously by roll call vote 5-0-0.

**BILLS**

Jam Corporation, Wompatuck Parking Lot, acct. 15-194-8108-6785-0000, \$3,524.36  
Member Brake arrived via Zoom at 6:05 pm.

Motion by Member Cafferty, to approve the Jam Corporation invoice for \$3,524.36 and award Horsley Witten Group contract, not to exceed \$5,500.00, duly seconded by Member Luoma.

VOTED: Approved unanimously by roll call vote 6-0-0.

**CITIZEN COMMENTARY**

**None**

**BUSINESS ITEMS**

**Masthead Drive, North River Access:**

Member Cafferty would like to move forward with a Request for Proposals (RFP) since the project was approved at the May 2023 Town Meeting. Member Cafferty asked that Ilana Quirk work on pulling together the scope of work for the RFP. Member Cafferty believes to start with a broad range of requests including all possibilities is the proper way to gauge what is doable, for how much money and then proceed according to the results. Member Cafferty stated he normally includes cost options, an abbreviation notice of resource area delineation (ANRAD) a drawing, bid documents and advertise. Member Cafferty states when you take this approach you can prepare accordingly financially, and scale back as needed. Member Cafferty asked that members think about what firms they would like to send the finalized document to. Ilana Quirk will work on getting the document prepared so the Conservation Commission can review and offer thoughts and recommendations too over the next month.

**Simon Hill Pathway** to the new Wompatuck State Park Parking Lot was mentioned as a possible future project.

**Next Meeting**

The Board asked that the next meeting be in person only.

September 13, 2023 6PM- IN PERSON ONLY

**ADJOURNMENT**

There being no further business, Member Cafferty moved to adjourn at 6:50P.M. Member Palzkill duly seconded. Voted unanimously by roll call vote to adjourn. 6-0-0.