



**Town Of Medway
Open Space Committee**
155 Village Street
Medway, Massachusetts 02053

Tina Wright, Chairman
Jim Wickis, Vice-Chairman
Paul Marble - Clerk
Bruce Hamblin
Patrick McHallam
Glenn Murphy
Mike Francis

Meeting on April 3, 2012, held at the Senior Center

Attendance	Tina	Jim	Paul	Pat	Glenn	Bruce	Mike
Present	x	x		x	x	x	x
Absent with notice			x				
Absent without notice							

Members of the public: six members of the Sanford Mill Condominium Association

The meeting was called to order at 7:15pm by the Chairperson, Tina Wright. Comments from the public: The members of the Sanford Mill Association preferred to discuss issues related to the Amphitheater project when that item was reached on the agenda.

1. The minutes of the February, 2012 meeting were reviewed. A motion to accept the minutes as written was made by Pat McHallam, and seconded by Tina Wright. All committee members voted to accept the motion.

2. Amphitheater project. This item was discussed at length by all members of the committee and all attendees from the Sanford Mill Condominium Association (SMCA). Jim Wickis was asked to provide an initial statement on the progress and further goals on this project. Discussion by all attending then ensued. Tina Wright began by stating that a maintenance plan is needed, with a schedule, and with DPS. SMCA member, a kayaker, questioned the feasibility of a canoe launch, believing the river is too low. Pat McHallam, a kayaker, believes the river level is sufficient. SCMA member stated that there is no parking for any visitors to the Amphitheater on SCMA grounds, that signage to this effect is needed. Tina Wright said that parking is planned within the Amphitheater, probably two handicapped and one for canoe dropoff/pickup. Tina Wright said there is a need to differentiate the Amphitheater area from the SMCA and apartment areas. SMCA members stated that outside visitors are using their dumpsters, fishing, and parking on SMCA land. Tina Wright said that the SMCA needs to enforce their restrictions. Jim Wickis suggested that an announcement of restrictions be made on the OSC website. SMCA member stated that the OSC should have known there would be problems with visitors. Tina Wright asked SMCA how to make conditions better, that the OSC is working on how to drive to the right place. SMCA member said there had been a sign that was knocked down, and there is a



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need to pay for more signs. Tina Wright said the OSC will work on signs and on parking. SMCA member said that the visitor problem is getting worse, and some visitors are stating they are visiting the open space area. Bruce Hamblin said that handicapped access is necessary, especially since no town parks has such access. Mike Francis explained that the OSC is just trying to develop access for all residents. Bruce Hamblin said that the SMCA should push the Board of Selectmen to develop access. There was then a discussion of the newly outlined boundaries, and the corner post on the hillside, which no one present could explain. Tina Wright explained that, if possible, the preferred walking route into the Amphitheater is down that hillside, if an easement can be obtained. SMCA member said that litter is a problem, that trespassers arrive on both weekdays and weekends. Mike Francis thought that there are several possibilities for signs and offered to meet with SMCA to discuss sign possibilities. SMCA members voiced approval of this idea. Tina Wright described several possible canoe launch sites in Medway, but SMCA members asked for no canoe launch at the Amphitheater. SMCA member stated that walking through the driveway easement is not a good and pleasant access, that it is invasive, and doesn't think the OSC is listening and understanding or showing any compassion, that their concerns are not being heard. Pat McHallam disagreed, saying the OSC is listening, but the easement is there. SMCA member asked about working on using a trail from above and Tina Wright said she had described a possible trail from above, and also that SMCA members haven't been coming to OSC meetings. The OSC is not comfortable walking through the condominium areas, that the driveway easement is the least favorable access. SMCA member asked when an announcement to the public will be made of the opening of the Amphitheater, and Tina Wright said it has not yet been decided. SMCA member said that maintenance is very important. Tina Wright said an OSC goal is to minimize traffic in the condominium area. SMCA member asked where the money came from for DPS clearing work, and Tina Wright explained that DPS help was available because of lack of snow expenses, and Mike Francis added that it was part of the DPS commitment to all town parks. Glenn Murphy stated that repeat users will become sensitive to the needs of the condominium residents, and Tina Wright added that plantings can help with boundary definitions. SMCA member stated that the paper road down from the town hall and church parking lots is not good for use and there is a question of ownership, and that SMCA residents have been frightened by newspaper accounts of the Amphitheater development. Tina Wright again stated that SMCA privacy is important, that with the area now more open, it is harder for problem people to hide. SMCA member asked if OSC would develop a schedule for clean-ups and Mike Francis explained that there will be a cooperative effort between town government and town residents. SMCA member asked if an environmental expert had been consulted about water run-off into the Charles River, and Mike Francis and Glenn Murphy

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explained that, along with the Conservation Commission, there is enough local collective experience. Glenn Murphy stated that any plantings would be of native species and Tina Wright said that there is a need to maintain the trail by the river in a way to keep it stable. SMCA member asked if the OSC had reached out to the SMCA in the past year and Tina Wright described the use of email to the SMCA. SMCA member asked if a regular communication can be set up and Tina Wright said that Mike Francis is willing to work on that with SMCA. SMCA member asked if Village Street residents had been notified. Tina Wright said they had not, and SMCA member said that was inconsiderate.

3. Canoe launch on Village Street. Bruce Hamblin reported that the Norfolk Engineers have been contacted and will be surveying the site for development as a canoe launch for the public. The site is relatively large for this kind of development. He does not know if the state will clear the area needed for parking, and help may be needed for this. Pat McHallam asked if the abutters have been notified, and Mike Francis gave details of this process, but final decision not made. This led to a discussion of the need for signage to protect privacy of abutters here and at the Amphitheater. Examples of signs that might say "No Parking" and other possibilities were discussed and it was decided that town counsel would need to be consulted.

4. Wickett land proposal. Jim Wickis reported that the appraiser has reviewed the property and, when received, the appraisal can be reviewed at an upcoming meeting. Access to the property is problematic.

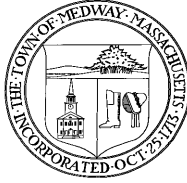
5. The Briggs family parcel is reported to be in Board of Selectmen discussions and the OSC does not have any direct actions to take at this point.

6. DPS has installed open space signs at three sites, Idylbrook, Amphitheater, and the start of the High School trail.

7. The Idylbrook trail has been improved by Glenn Murphy.

8. The effort to encourage reduced lawn fertilizer and pesticide use is now in the hands of DPS.

9. More Amphitheater discussion: Mike Francis will send out a draft of goals for this parcel via email, and members can make modifications. Tina Wright brought up concern about the steep



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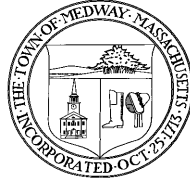
slope where the property meets Village Street and the possible need for a fence. Final decision was not made on this issue.

10. Perimeter trail at 50 Winthrop. Mike Francis reports that the community farm management recommends this. The OSC supports this and recommends that it next go to the Conservation Commission for review, on a motion made by Bruce Hamblin and seconded by Pat McHallam. All members voted in favor of the motion.

At 9:45pm, Glenn Murphy made a motion that the meeting be adjourned, seconded by Pat McHallam. All voted in favor of this motion.

The next meeting of the Medway Open Space Committee will take place on Tuesday, May 1, 2012, at 7:00pm at the Senior Center.

Submitted by Jim Wickis, Vice-Chairman, meeting minutes approved June 5th 2012



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Paul Marble - Clerk
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Glenn Murphy
Mike Francis

Meeting on May 1, 2012, held at the Senior Center

Attendance	Tina	Jim	Paul	Pat	Glenn	Bruce	Mike
Present	x	x	x		x	x	
Absent with notice				x			x
Absent without notice							

Members of the public: five members of the Sanford Mill Condominium Association

The meeting was called to order at 7:06pm by the Chairperson, Tina Wright. Comments from the public: Members of the Sanford Mill condo's wanted a better understanding of the plans for the property

1. Minutes of March 6th Jim motion, Mike seconded 4-0 approved
 - a. Motion to approve executive minutes from Aug 2 2011, Sept 6 2011, Oct 4 2011, Nov 10 2011 and Jan 3rd 2012. Jim motion to approve, Paul seconded. 4-0 approved
2. Mike met with community farm and concom about a walking trail around the perimeter of the property, the farm committee had approved it
 - a. Next step flag a trail around perimeter
 - b. Map it, rda with concom
 - c. Vernal pool around, recommend removing buckthorn
 - d. Mike will discuss vernal pool with concom
3. Tina Norfolk county engineers have supposedly finished, but neither Tom or Bruce have been notified. Need to verify no changes
 - e. Tina will talk to Tom to get paperwork that was approved
4. State has parkland grants, Tina to meet with Parks Dept and Susy Thursday morning about two grant requests
 - a. Put fence around seating area at Choate Park
 - b. Upgrade Idylbrook irrigation , also boardwalk to tie into other properties
 - c. May be able to apply for larger grant if over 100 parking spaces



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- d. Earliest answer on grant would be summer of 2013
- e. Bruce recommended we have Gino explore all possibilities

5. Town meeting

- f. Pesticide brochure will be ready
- g. Map to see trail properties
- h. Fran could possibly show all properties owned by town
- i. Possibly one from web site be blown up
- j. Tina to ask Fran to get map for town meeting and if somebody at town hall has easel

6. Pat is looking at a conference on rain water

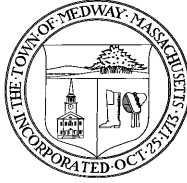
7. Verify that Route 109 project will not impact a crossing light at Choate park

8. May 28th at 6:00 Pm to meet at Idylbrook and then follow up at Iarussi, following week before May meeting meet at Pine Ridge and then look at Canoe launch

9. Amphitheater discussion:

- a. Condo association would appreciate plan
- b. Looking to get appraisal on Boznowski property to purchase possibly if available, expect appraisal in June, then can discuss
- c. Current easement not ideal for parking and trail access
- d. Would prefer natural border to allow privacy for condo owners
- e. Add hours to sign "Dawn to Dusk"
- f. Sanford Mills Master deed does not allow changes to parking configuration
- g. Condo association is concerned with safety of residence
- h. Goal to clear all invasive species, downed trees
- i. Condo association concerned with additional trash
 - o We would ideally like trash at the top on town hall property and carry in carry out signs
- j. Jim Weiler pointed out the benefits to local users
- k. Condo also concerned about Kids and drinking
- l. Signs to clearly state usage, etc
- m. Space is part of town history
- n. Possible points of interest along river access

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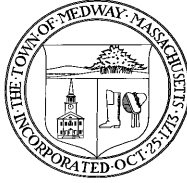
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- o. Condo association will reach out to Condo building owner on signage
 - p. OS to email project plan to condo association when ready, expect to complete in the next three months
 - q. Get survey plan to concom on wetlands. She had expected wetlands to be designated. Jim contacted Paul Desimone to ask him. Jim spent time between town hall and town accountant to resolve payment to Paul., now that it's resolved, we expect him to complete
 - r. Need to determine if wetlands are man made
 - s. Use 20B Oak st Kiosk as design idea for space
 - t. Need consistent signage across all signs (will work with Eagle scouts when we agree)
 - u. Susy to reach out to concom once a year to invite to a joint meeting
 - v. Design review did not like 2B Oak st kiosk design
 - w. Susy recommended going to DRC meeting and look at their designs
 - x. Susy mentioned design review meeting, 3 people, includes special permits, all signs need to be reviewed, broad based design, resource, developing a new design / seal. New draft proposal coming
 - y. Have landscape designer (using full Adobe Suite.)
 - z. Work on proposal as if we are purchasing Boznowski land
 - aa. Look at Variety of Plants (White Pine is cheaper), Already some native species growing
 - bb. Work with Gino to come up with drawings, work towards having complete by June 30th, we do not need written details yet
 - cc. Mike suggested we look at a phased approach
10. Tina will work with Fran to come up with drawing for town meeting, may ask Pat for help. Tina also to talk to BOS about handout
11. Jim Wieler suggested we could possibly create town forest with Briggs property and could actively manage if we wanted
12. Notification of work, etc
- a. Requirements for formal notification (Susy does not believe we are at that stage yet)
 - b. As a courtesy we may want to establish our own policy as to what our steps / notification would be. GIS can help with that

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- c. No individual postage budget for Open Space
 - d. Will notify abutters of Amphitheater and Canoe launch of any work being done
13. Wickett property, no easy access to any entrance other than Olsohn Circle, we would need two access points
- a. Could site be used as a well, Tom Holder would need to approach Army Core of Engineers
 - b. Jim recommended purchasing for animal habitat, trees, open space, would be an asset to the town
 - c. Mike agreed with Jim, it's a sizable acreage and diverse habitat
 - d. What is CPC role, notify them of intent, get agreement, present to BOS, then present to CPC
 - e. Bruce – Mixed, can see value, not on OSC priority list, only so much money and what if other more desirable opportunity came up.
 - f. Paul same concerns as Bruce, but agreed need to look at how likely other parcels are available, and is one of the largest tracks in town, and abutters did sign a petition for town to look at purchasing
 - g. Tina 10 acres abutting Winthrop St, could be corridor, look at Chicken Brook
 - h. Defer more discussion to next meeting, look at longer range plan
 - i. We had no cutoff point of previous ratings, just guidelines
 - j. Mike asked if we should look at regardless of fiscal knowledge and just base decision on OSC criteria.
 - k. We will need clear reasons why we agree or disagree with moving forward
 - l. Bruce will look at chicken Brook for other parcels
 - m. Possibly use quantitative values to look at existing rankings
14. Next meeting possibly July 11th

At 10:00, Paul made a motion that the meeting be adjourned, seconded by Jim. All voted in favor of this motion 5-0.

The next meeting of the Medway Open Space Committee will take place on Tuesday, June 5th, 2012, at 7:00pm at the Senior Center.

Submitted by Paul marble, Clerk, meeting minutes approved August 7th 2012



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155 Village Street
Medway, Massachusetts 02053

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Meeting on June 5th, 2012, held at the Senior Center

Attendance	Tina	Jim	Paul	Pat	Glenn	Bruce	Mike
Present	x		x	x	x		x
Absent with notice		x				x	
Absent without notice							

Members of the Park Commission also in attendance. Nate Carlucci, Bob Regan and Russ Rackloff

The meeting was called to order at 7:07pm by the Chairperson, Tina Wright. Joint meeting between parks and Open Space. Also in Attendance Dave D'Amico, Susy Affleck-Childs

1. There will be a walk through of the Idylbrook park on Friday with employees of the state to get a better feel for the grant and how to approach it
 1. Multiuse proposal has better chance of succeeding
 2. Joint proposal from Concom, Parks and town
 3. Looking for 20K investment from Parks
 4. Need a public hearing before submitting grant, public hearing date is June 25th
 5. Dave mentioned that Parks was getting 70K in the budget for park improvements, approximately 20K will be needed around Choate to connect to the Thayer property
 6. Parks has 100K capital reserves, estimated 130K for irrigation of Idylbrook
 7. Town needs to commit to funds before applying for grants
 8. Proposal also needs to be presented to Concom
 9. Look at adding small playground equipment as would signs / tables
 10. Concern with adding a boardwalk would be the cost and maintenance of rebuilding / replacing later on
 11. All agreed a united front to BOS would look better
2. Mike Motion to adjourn joint meeting and go directly into Open Space meeting. Pat Second. 5-0 vote to adjourn joint session.
3. Susy asked for input on Briefing Document
 1. Add Flora / fauna was recommended



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2. Add educational signage to document
3. Mike mentioned that 'Naturescape' as green playground equipment
4. Susy also asked if OSC had any thoughts on zoning changes
 1. Copies of OSRD changes were passed out
 2. It was agreed the Medway was in good shape as to presentation of subdivisions
 3. Add Zoning changes / recommendations to next meeting agenda
5. Did not have enough members from previous May meeting to vote on minutes tabled for now
6. Committee should look at other properties on list and compare to Wickett property
 1. Susy to map town land vacant and chapter 61 so OSC can see what we may be interested in
7. Amphitheater Update
 1. Condo associate asked if we had update to plan and several other questions
 - Responded that it was being updated now, not ready for presentation yet
 2. Will look to present to town as 3D if practical
 3. Subcommittee will be meeting at town hall next Monday 8:00 Am
 4. Still waiting on appraisal of Vin's property
 5. Goal is to use a natural boundary from condos using pines, or other trees / shrubs
 6. Tina checked drainage pipes, need a plan to deal with, possibly look at creating a rain garden
 7. Plan for invasives – possibly look at volunteers to help maintain
 8. Look at green trash compactors / storage
 9. Question came up if we could tie in with Neeland property, no way to tie in with Amphitheater
 10. Grant proposal was for canoe launch, would need to ask for separate grant for rest of Amphitheater
 11. Next steps are for a second draft incorporating Jim's details and then present to town
 12. Plan B is to ask Vin for easement, no current plan C
 13. Look at what slope / grade on hill then we look at next steps for a trail or other options. Possibly look to CPC for funds
8. Village St canoe launch, Tina will contact Norfolk County engineering to determine if they have contacted state
 1. Next steps state needs drawing to come up with concept plan, state would then propose solution then present to BOS and Concom (also look at sending letters to neighbors after concept drawing)
 2. Could look mat doing a mailing next spring

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9. Shawn assigned to town hall can meet with Pat to go over new web site
10. Mike and Jim mapped and flagged trail at town farm.
 1. Next steps Mike will draft RDA to present to concomm, and Karen will present to BOS to get final approval
 2. How will people know where trail starts and ends? Possible add some signage
11. How do we get more signage at Amphitheater and Idylbrook
 1. Susy is point person for signs. 50K budget only got 20K. None budgeted for Open Space, possibly some in the fall
 2. Would like Kiosk at Idylbrook and possibly smaller position signs along the way
 3. Trail markers could be as simple as 4x4 post
 4. should we use posts or signs to direct people to entrances / trails
 5. Mike mentioned that forestry suppliers has 100 small disc signs for \$100
 6. Do we want to add signs to town farm
12. No July meeting planned in July at this point, looking at the end of June
13. Suzanne Kennedy walked Pavlick property. Agreed it would allow better access to Wickett property
 1. Also another property on Winthrop approximately 10 acres
 2. Look at tax status for Wickett property, check with treasures office
14. Add executive session for next meeting
15. Tina to ask Fran to create maps of Pavlick and Swan properties
16. Bring laptop to next meeting to get access to maps
 1. Tina will get maps to everybody before next meeting
17. Pine Ridge property will be coming to us at some point
18. Susy looking at how good our open space / recreational plan is , probably not even 3 years old

At 9:26, Pat made a motion that the meeting be adjourned, seconded by Mike. All voted in favor of this motion 5-0.

The next meeting of the Medway Open Space Committee will take place in late June, date and location TBD

Submitted by Paul Marble, Clerk, meeting minutes approved August 7th 2012

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**August 7, 2012
Open Space Committee
Medway Senior Center
Oakland St.
Medway, MA 02053**

BOARD MEMBERS PRESENT: Chairman Tina Wright, Members Jim Wickis, Paul Marble, Mike Francis, Bruce Hamblin and Patrick McHallam.

The meeting was called to order by the Chairman at 7:06 pm.

There were no comments from the public.

May 2012 Minutes:

On a motion made by Bruce Hamblin and seconded by Mike Francis, the Committee voted unanimously to approve the minutes from August 7, 2012.

June 4, 2012 Minutes:

On a motion made by Pat McHallam and seconded by Paul Marble, the Committee voted unanimously to approve the minutes from June 4, 2012.

Idylbrook PARC Grant:

There were several residents present who showed up at the library to discuss the Idylbrook Parc Grant. The Open Space Committee could not officially open the meeting since there was no quorum. The proposed grant application was sent out before the deadline. The Committee expects to hear back about the grant mid October.

The Committee discussed the fact that they did not receive the grant for the Amphitheater Improvements and are wondering why this was rejected.

The Chairman communicated that she spoke with the Town Administrator and wanted to see if a representative from the granting entity would come out and meet with us. We could show them the site and discuss what may have been missing in the grant.

There was further discussion that the town may not be doing anything wrong in regards to the grant submittal, but the Committee needs to explore how to maybe present things differently.

The Committee discussed that the grant was a strong one but maybe we need more partners from other communities. The Committee discussed looking at the access points and improving those.

It was communicated that some of the other communities who received the grants had local representatives both at the State and local level supporting the grant. The Committee may need to pursue using the local representatives to assist with supporting our grants. Letters of support from local and State representatives was recommended.

The Committee was informed that the Dedham Grant noted eleven sites. It also had an educational component as part of the grant submittal.

Member Hamblin noted that we do not have the feedback about the grant in regards to where we placed. It would be helpful to get this feedback. In the past, Bruce has gone to the central office to see what the scores were and look at some of the other towns who were awarded the grant with similar demographics.

The Chairman responded that if any member wants to research and look at the awarded grants to see what we can do differently, she is in support. It was also communicated that some of these grants are based on population and we are not as big as other communities. The Committee did seek out Milford, but they were not interested.

The Committee discussed that the real purpose of this grant was to have this be a significant collaborative effort with the parks and recreation area developed and a park for young kids. We tried to make it a multipurpose grant and tried to broaden the scope and make it a better use of the open space.

The town has to allocate the whole \$200,000 before we get the grant.

The town looks at 50-70% reimbursement from the state.

There was a comment that no parks are handicap accessible and we will lose points on this.

The Committee is in agreement that a maintenance plan should be put in place. Member Wickis will meet with Tom Holder.

Amphitheater Walkthrough:

The Committee members were provided with a document which was the proposed management goals for the Medway's Amphitheater.

There was a walkthrough with the DPS Director and the Conservation Agent.

A list of nineteen items was put together by Member Wickis for the Committee to discuss.

These items also have suggestions and recommendations from the DPS Director and the Conservation Agent.

This is ready to go the Conservation Commission for approval.

The list covered is noted below:

Parking spaces for handicap there are three spaces:

Conservation Agent communicated that the parking spaces cannot be where indicated due to wetlands. The parking could be on the space created by the DPS vehicles. There will need to be discussion with Vin Boczanowski to see if he is amenable to this entrance from the easement.

Karen noted that the surveying map and driveway needs to be further clarification.

The Chairman indicated that the wetland was construction created.

Member Wickis will be attending the next to Conservation Commission meeting.

The OSRD needs to show the plan and the draft and show the results of the walk through. The parking should be shown along with any updates.

Chairman Wright would like to see if this area can be mowed.

Easement from Town Hall Lot or Land Purchase:

This easement will need to have an appraisal. The conservation Agent is comfortable if this is obtained.

Native Plants/trees/shrubs:

There will be screening along the boundary at the condos.
All in agreement.

Interpretive Panels:

All in agreement

Maintain Fields:

Tom noted that he will mow this area annually. The Committee would like it done more frequently.

Trail Network:

The trail network will be identified with blazes/plaques. The trail network will be surfaced with wood chips/stone dust.

This was not discussed with Karen and Tom.

Bridges:

The bridge is to safely span the drainage ditches in two or three places. Both Tom and Karen liked having a small bridge over the larger of the two drainage

areas. Tom offered to put in an 8 inch pipe. Karen was fine with this idea.

Native Plant along River Bank:

Karen felt that there would not need to be any plantings along the river bank.

Picnic Tables:

Tom and Karen were ok with picnic tables. It was suggested by Bruce that there be a handicap table. It was also suggested that there be some type of trash receptible.

Canoe/Kayak Launch:

Both Tom and Karen thought this was a good idea.

Fishing Pier:

Both Tom and Karen thought this was a good idea.

Create Perimeter Loop:

Karen communicated that she is not able to approve a walking path through the wetlands. This trail will need to be looked at further.

Storm Drainage:

Both were concerned with the erosion being caused by drain pipes coming from Village Street. Tom will look more closely at the erosion control methods which could be used.

Evaluate entry Trail:

This was not discussed.

Evaluate Entry Trail from one of town owned parcels:

This was not discussed.

Removal of Invasive Plants:

This is fine with both.

Observe regrowth:

Karen does not think that anything needs to be done other than letting it re-vegetate naturally.

Bruce noted that crushed stone should be used not gravel.

There was discussion about setting up a Subcommittee with a two or three tier approach. With this approach, some of the work may be able to be done without the grant money, for example, the parking. It was suggested that the Committee get another draft from Gino Carlucci.

The Chairman indicated that a split rail fence would look nice and would add

character, definition and a boundary to the area.

The Action Items Include:

Clarification on continuing the trail with the intent of bridge over wetlands

Mowing

Attend Conservation Commission meeting.

Member Marble noted that there is debris in the front of the site. He wanted to ask the DPS if he could remove the debris and bring it to the town dump without being charged.

The Committee will have Paul and Jim set up a meeting with Tom Holder to discuss the debris, mowing and to discuss the drainage. The Committee would like a timeline.

Village Street Canoe and Fish Pier:

Member Hamblin noted that there is a preliminary plan for the fishing pier and canoe launch, on Village Street. There will be a fishing platform.

The Preliminary plans were shown to DPW Director and Conservation Agent on site. The Committee had no problems with what was presented. One concern was the site distance access going out. There will need to be cutting done to see traffic coming on both sides.

The walkway area will be crushed stone.

The current plan shows six parking spots with one handicap. This is the first totally handicap accessible area in town and the platform is totally handicap.

There is a plan for erosion control.

There will also need to be discussion with Tom Holder about the cleaning of the basins and overgrowth.

There are options relative to picnic benches. We need to work with the proposal to make it more of a facility. Hopefully, the town can put money in for other items to make it a nice facility.

Action Items:

State will present to Conservation

Member Hamblin will represent at the Conservation meeting

There will need to be a big clean-up on site

Do another site walk.

Bruce and Pat will do the site walk and determine how to complete the look at site.

The State will do the signage.

The goal is to submit to the Conservation Commission in September.

This program is geared toward town and state owned land. There is an agreement in place that the town needs to maintain it this area. The town can charge fees for usage.

Member Hamblin suggested naming the area “John Schroder’s Pier Port.” The Committee was not in agreement about this kind of naming, but another suggestion was to put a plaque on the bench.

Some of the access will be part stone and part asphalt.

Further discussion pursued about signage. Some suggestions include Charles River Bicentennial fishing area.

Pat and Bruce will get back to the Committee in October with a draft project plan for the six conceptual spots.

There is a concern about how many spaces the town can maintain over time.

The Chairman noted that it would be a good idea to have a map to identify the public spots throughout town.

Action Item:

Have an inventory of what open space we have throughout town.

Have a map to show the open space.

Paul will follow-up with Susy.

Identify six spots throughout town.

Community Farm Trail:

The filing for the Request for Determination of Applicability will be completed over the next few weeks.

The Committee next discussed what resources may be needed fiscally for the next year. Budget season will be starting in the fall and it may be a good idea to sit with Tom Holder to come up with a basic management plan. It will be important to give a context to what is achievable and makes sense. The Committee needs to be an advocate for additional resources.

There was a suggestion to put together a trail committee.

Member Marble noted that the Committee needs to look at short term versus long and look at what the trails are going to connect to and makes sense.

On a motion made by Paul Marble and seconded by Jim Wickis, the Committee voted to go into executive session at 8:50 pm and will adjourn the meeting from executive session.

Roll Call Vote:

Tina Wright	aye
Jim Wickis	aye
Paul Marble	aye
Mike Francis	aye
Bruce Hamblin	aye
Patrick McHallam	aye

On a motion made by Mike Francis and seconded by Paul Marble, the Committee voted unanimously to adjourn the meeting and executive Session at 9:20 pm.

Roll Call Vote:

Jim Wickis	aye
Paul Marble	aye
Mike Francis	aye
Bruce Hamblin	aye
Patrick McHallam	aye

Future Meetings:

The next Open Space Committee meeting will be Tuesday, September 4, 2012 at 7:00 pm.

Respectfully Submitted,

Amy Sutherland
Approved October 2, 2012

**September 4, 2012
Open Space Committee
Medway Senior Center
Oakland St.
Medway, MA 02053**

BOARD MEMBERS PRESENT:

Attendance	Tina	Jim	Paul	Pat	Glenn	Bruce	Mike
Present	x	x	x		x	x	X
Absent with notice				x			
Absent without notice							

The meeting was called to order by the Chairman at 7:06 pm.

There were no comments from the public.

Amphitheatre Project:

The Chairman informed the Committee that she spoke with a representative who was instrumental in deciding which towns get the grants. There was a suggestion that we recommend the trail with Franklin. The Committee discussed that they could reapply for the grant during the next submittal cycle.

Village Street Canoe and Fish Pier Update:

Member Hamblin brought a copy of the application which will be submitted once the Chairman signs the application. Tina will copy, scan and forward the application to the noted entities on the application. Member Hamblin would also like a copy of the signed document.

Member Hamblin informed the Committee that the configuration of land will be expensive. He does not recommend soliciting bids. This will cost between \$75,000-\$100,000. This needs to go through the Conservation Commission first.

Community Farm:

Member Francis communicated that there is not much to update. His goal is to present the Request for Determination of Applicability to the Conservation Commission Agent Karen. A site walk will be scheduled.

The Committee would like to create a maintenance plan with the DPW. The farmers agreed to mow the portion of trail a few times a year. The DPW would not need this responsibility. It was suggested that the DPW could do some pruning to keep back growth. This is not a thickly forested area. If any trees have fallen we would need someone to clear this with a chain saw. It was suggested that this could be done through volunteers or DPW.

Land Gifting Guidelines:

The Committee is in receipt of a document entitled Land Guidelines dated August 21, 2012 from the Board of Selectmen.

The Committee decided to have the Chairman draft the recommended three changes to include 1. Medway consider land acceptance that.... and 2. Medway may consider instead of will not consider land acceptance that... and 3. Medway will not consider land that appears to be gifted simply to reduce tax burden for taxpayer with no benefit to town or has a risk of having been contaminated.

Glenn Murray will follow-up with the Conservation Commission.

Member Marble does not want to use the definition in bullet one since the writing of it is ambiguous.

The fact that the parcel is not buildable is not relevant.

The Committee was in agreement that the land gifting guidelines should be considered on a case by case basis and that Open Space should be notified about any proposals.

Iarussi Trail:

The Committee discussed that Iarussi Trail is completely overgrown. The Certificate of Compliance has been issued.

There needs to be a way to access further. We do not know where it goes.

Member Wickis was wondering about the parking.

The Chairman responded that there was parking for one car and if this area is cleaned out, it could fit two cars or maybe three.

Open Space would have liked the Planning Board to have required maintenance a part of the Certificate of Action.

The goal of Open Space is to have parking in place by November 1, 2012. This will be for 1 handicap spot and two regular spaces.

The Committee would like Phase one to be completed. The Chairman will be attending Community Preservation Committee to ask for \$5,000. The Committee would like to install the split rail fence and signs. This area will need mowing, brush clearing and a couple of plantings.

The Committee would like the town to mow in the fall.

The Chairman has priced out fencing and 200 ft. is about \$1,000.

The Chairman also mentioned granite benches.

Member Wickis suggested waiting until the plants throw their seeds and then mow. When he conducted the site visit he didn't see grasses but a few plantings. The Committee discussed white pine, red maples, and some other plants that require low maintenance. There was a suggestion to have some evergreens.

The Chairman does not want white pine, but doesn't mind cedar. She would like to see wildflowers, daisies, and black eyed susans.

Member Wickis suggested cedar, inkberry and holly.

The Committee discussed that something will need to be done with the vines.

Member Wickis responded that if this area continues to be mowed over the next couple years, this will get rid of the vines

Chairman Wright wanted to know if the vines could be sprayed.

Member Wickis responded, that we cannot spray without a license and this is done with the permission of the Conservation Commission.

The Open Space Committee discussed having the clean-up day on October 16, 2012. The goal would be to finish the path, clear the brush and put in the pipe and fence.

The Chairman suggested that the Committee meet before October 16th to be specific about where the fence will go.

The DPW has the machine to dig the holes and Open Space can put in the fence.

The West side drainage pipe will be put in ASAP.

The Chairman showed the Committee a copy of the map which Consultant Carlucci had completed. The Committee agreed that this was not what the Committee conceptualized. The Committee discussed having this redrawn.

There was a question about the funding for this. It was suggested that they go to CPA for funds. There was a suggestion that a larger amount of money be sought for the final drawing. There was also discussion that the Design Review Committee is another resource.

There was a recommendation that when this is presented to the Town, have a landscape architect be involved.

It was suggested to request money for crushed stone from CPC to finish this to the river. We could contract this out and not burden DPS.

The Chairman also wanted to get loam down there.

The Committee will try to speak with a landscaper and will get a quote.

Action Items:

The Chairman will email Allison regarding the land gifting guidelines.

Iarussi Trail Clean-Up October 14, 2012

Finish Parking Lot

Schedule a meeting with DPW, Fred, Tina, and Jim

Call Dan Hooper for drawing of Amphitheater

The Chairman will go to CPA next week

Sign (canoe launch this way).

Trash (carry in and carry out policy)

August 4, 2012 Minutes:

These will be tabled until the next meeting.

The Committee will go into Executive Session to discuss --- and will adjourn the meeting from executive session.

The meeting adjourned at 8:55 pm from executive session.

Respectfully Submitted,

Amy Sutherland
Recording Secretary

**November 7, 2012
Open Space Committee
Medway Senior Center
Oakland St.
Medway, MA 02053**

BOARD MEMBERS PRESENT:

Attendance	Tina	Jim	Paul	Pat	Glenn	Bruce	Mike
Present	x	X	x	X		X	X
Absent with notice					X		
Absent without notice							

The meeting was called to order by the Chairman at 7:06 pm.

Idylbrook PARC Grant:

There is no update on the PARC grant.

Village Street Canoe and Fish Pier Update:

The Chairman indicated that the application still needs to be signed. This is waiting for signature.

The Chairman will follow-up with the Conservation Agent.

The DPW Director Tom Holder provided follow-up to the Chairman.

The public hearing will need to be set up and scheduled through the Conservation Commission.

The Open Space Committee would like to be informed about the date and time of the hearing.

Amphitheatre Property Plan:

Member Marble informed the Board that there were 10-12 people at the clean-up day. There was a lot of debris taken out. The area between the condos and the river was cleared until the marker. It is now wide open and there is a great view of the river.

The Open Space would like to finish the trail. It was suggested that the Committee needs to get chain saws on site to make necessary improvements to the trail.

There needs to be work on the fence.

Mr. Sibley wants a day when work on the fence will take place. The Open Space Committee noted that the weekend is the best time. Mr. Sibley will be digging the holes and Open Space is putting in the fence.

There needs to be a date scheduled for fence installation.

Member Marble will follow-up with a date and time.

Member Wickis reported that he has worked on the trail in the back. There were no problem with water erosion in the back. The water did not build up or cause any erosion. There are five or six trees which have blown half way over.

Community Farm:

Member Francis communicated that Glen Murphy from the Conservation Commission has reviewed the Request for Determination of Applicability. This was also reviewed by the Chairman of the Conservation Commission.

The application has been sent to the Conservation Commission.

The Conservation Commission meeting will be held on November 15, 2012 at 7:00 pm.

Members Marble and Wickis will be in attendance.

Land Gifting Guidelines:

The revised draft of the land gifting guidelines were approved at the Open Space meeting and forwarded to the Board of Selectmen as requested.

Town Open Space:

Member McHallam will provide a map of the open space throughout town.

It was suggested that Pat contact Fran to see if an Open Space Map has been created.

Review Draft of Open Space Update:

The Board is in receipt of the Open Space Committee Plan and Overview update dated November 2012.

The Committee is in support of this document.

Clean Sweep Day:

A memo dated October 31, 2012 was provided to the Open Space Committee regarding the Town Clean Sweep Day which has been scheduled for April 27, 2012.

The Open Space Committee is in support of this but they would like to define their focus. The Committee will pick an Open Space parcel which they will clean this up.

RFP:

The RFP for the Consultants on the fields has gone out. The Committee would like to see maintenance to be part of the report.

After the Board of Selectmen award the contract, the Open Space Committee would like to provide the consultant with information relative to maintenance plans.

Thayer Street:

The update on the Thayer Street property is that there is a concern about the low estimate for the maintenance of the property. The Town is estimating \$20,000 for maintenance. The Inn Caretaker of the property will live at the property rent free and would be responsible for handling the day to day operations. There was a question about insurance of those catering on site along with who is responsible for the alcohol which is brought on site.

The plan is to have a 2.5 million dollar sympathetic addition. There will be a steering committee set up if approved at town meeting.

The goal is to make this area the center piece of town.

The Chairman communicated that she abstained from any vote on this project.

Let town meeting vote and specific and open space is very much in conflict and.

The funding of this would be will through bonding through CPC for 20 years.

The goal is to break even after two years.

It would be great to see the barn being used.

Draft of Land Acquisition Document:

The Board is in receipt of the draft of land acquisition document. The Committee is support of this document.

October 2, 2012 Minutes:

On a motion made by Paul Marble and seconded Mike Francis, the Board voted unanimously to accept the minutes from October 2, 2012 with the noted revisions.

Adjourn:

On a motion made by Paul Marble and Mike Francis, the Board voted unanimously to adjourn the meeting at 9:00 pm.

Respectfully Submitted,

Amy Sutherland
Recording Secretary
Approved December 4, 2012

**December 4, 2012
Open Space Committee
Medway Senior Center
Oakland St.
Medway, MA 02053**

BOARD MEMBERS PRESENT:

Attendance	Tina	Jim	Paul	Pat	Glenn	Bruce	Mike
Present	x	X	x	X			X
Absent with notice					X	X	
Absent without notice							

The meeting was called to order by the Vice Chairman at 7:10 pm at the Medway Senior Center.

Comments from the Public:

There were no comments from the public.

Review of the minutes:

On a motion made by Pat McHallam and seconded by Paul Marble, the Open Space Committee voted unanimously to approve the minutes from November 7, 2012 with the noted revisions.

Update on status of Idylbrook PARC Grant:

There is no update on the PARC grant.

Update on status of Amphitheatre Property Plan:

The loop trail has been completed. There were photographs provided for review. There is still a lot of litter on site. The Conservation Commission approved the fencing and parking. Paul will follow-up on this issue.

Village Street Canoe and Fish Pier Update:

The Chairman indicated that the application still needs to be signed. This is waiting for signature. Bruce was not present to provide overview. The Chairman will follow-up with the Conservation Agent.

The public hearing will need to be set up and scheduled through the Conservation Commission.

The Open Space Committee would like to be informed about the date and time of the hearing.

Community Farm:

Member Francis communicated that Glen Murphy from the Conservation Commission has reviewed the Request for Determination of Applicability. This was also reviewed by the Chairman of the Conservation Commission. The Conservation Agent did flag the wetlands.

The application has been sent to the Conservation Commission and the public hearing was to be held on November 15, 2012 at 7:00 pm. This meeting was cancelled by the Conservation Commission and has been rescheduled to December 6, 2012 at 7:30 pm.

The Committee is hoping to get a negative determination of applicability.

Members Wickis and Francis will be in attendance.

Signs:

Member McHallam will work with Bruce Hamblin on the old sign design. It is the goal to have these seven signs created and hopefully the funds would come from CPC.

Town Open Space Land:

Member McHallam will provide a map of the open space throughout town.

It was suggested that Pat contact Fran to see if an Open Space Map has been created.

Website Map Access:

The Committee would like to have the website to be updated with various photos of open space sites throughout town. Pat will contact Susy to seek information about the various maps.

Clean Sweep Day:

A memo dated October 31, 2012 was provided to the Open Space Committee regarding the Town Clean Sweep Day which has been scheduled for April 27, 2013.

The Open Space Committee is in support of this but they would like to define their focus. The Committee will pick an Open Space parcel which they will clean this up.

RFP:

The RFP for the Consultants on the fields has gone out. The Committee would like to see maintenance to be part of the report.

After the Board of Selectmen award the contract, the Open Space Committee would like to provide the consultant with information relative to maintenance plans.

Adjourn:

On a motion made by Paul Marble and Mike Francis, the Board voted unanimously to adjourn the meeting at 8:25 pm.

Respectfully Submitted,

Amy Sutherland
Recording Secretary