



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

**Meeting Minutes January 6, 2015**

**Medway Senior Center  
70 Oakland Circle**

<b>Attendance</b>	Tina Wright	Jim Wickis	Paul Marble	Pat McHallam	Mike Francis	Bruce Hamblin
Present	X	X	X	X	X	X
Absent with notice						
Absent without notice						

---

The Chairman opened the meeting at 7:04 pm.

**Economic Development Director:**

The new Economic Development Director Stephanie Mercandetti was present. She provided an overview of her role within the town. She informed the Committee that she has worked on grant programs and has utilized State resources to achieve projects. Her goal is to build relations with residents and the business community. She will also be looking at the vacant and underdeveloped land throughout town. Another aspect of her job will be to provide public relations to the community. Her main goal is to work at facilitating the Urban Renewal Plan.

**Resignation:**

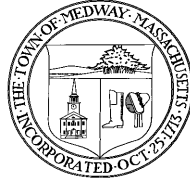
Member Laura Bockoven informed the Committee that she will be resigning due to her relocating out of the State. The Committee thanks her for her service to the Town of Medway.

Resident, Charlie Ross was at the meeting to explore if he may want to become a member of the Open Space Committee.

**Conway School:**

Present: Upper Charles Conservation Land Trust President, Jim Wieler.

The Chairman did inform the Committee that she is pursuing having the Conway School possibly take on a project in Medway. Suggestions for projects were Briggs or Idylbrook. It



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

would cost about \$6,500 to develop a plan for these projects. The Conway School completed a land management plan in Sherborn. This was a 27 page report. The Chairman will email the members a copy of the report from Sherborn.

The Committee thinks this a great opportunity for the town. The Chairman also explained that she went to CPC with the Conservation Agent to seek money this project. There will need to be further clarity on the concept. It was recommended that the Assistant Director come to meet with the Board of Selectmen, Conservation Commission, Planning Board and Open Space. The goal is to come up with a plan on how to manage the land that the town currently has.

Jim Wieler communicated that some of the adjacent parcels could have uses which may benefit the town.

Stephanie Merchandetti responded that if the town wants to apply for any grants, the land management needs to be addressed as noted in the master plan.

**ATV Issue on Town Land:**

Jim Wieler explained that he is aware of the issue with the ATV use creating ruts on the town land. He did speak with a representative of the Marion Community. He also spoke with a representative in Holliston and ATV's did a lot of damage and it cost the Town of Holliston about \$50,000 in damage. It was suggested that a certified letter be sent to the resident.

Member Marble did inform the residents about not being able to use ATV's on this property.

There will need to be a police complaint filed in regards to the incident with the ATV's, so the enforcement can occur.

It was communicated that the abutters of this property have a common problem with the ATV's. It was suggested that signage could be put up. It was also suggested that a meeting be scheduled to discuss what we are looking to do in relation to restrictions and markings on the trails. The Open Space Committee will take pictures of the various open space parcels which have signs of ATV use.

Jim Wieler will provide the Open Space Committee with the original plan for the Iarussi Trail. It is the belief that the trail should be to the west of Iarussi toward Summer Street.



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

The Chairman would like to include Seacord with the management plan.

**Kiosks:**

Member Francis informed the members that the kiosks have been installed. The remaining six will be ordered. Member Wickis helped with the installation.

**Brochure:**

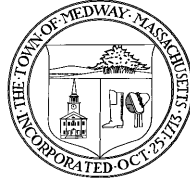
The discussion moved to the brochure which will be placed at each kiosk. The size of the brochure will be 11 x 17. The Chairman provided a draft copy of the brochure. A question was asked if there should be a description of the trail on the brochure along with adding the distance of the trails. The maintenance of the brochures at each kiosk was also discussed. The Open Space members would like to take ownership of the maintenance of the brochures at each kiosk. The Committee does not feel there is a need for a policy which needs to be put in place for this. There has been an issue with the moisture collecting on the plexiglass. Hopefully when the weather changes this will not be an issue. The Committee would like the brochures placed at the various locations: town hall, senior center, and schools. Member Marble will take care of adding a QR code at each kiosk. There was a comment about adding language on the brochure about having residents clean up after their dogs.

The Committee appreciates the hard work of Member McHallam in getting this brochure done.

There is a small trail near the Fire Station. This will be added on the map. This trail is very short, but was done by an eagle scout. The Committee discussed if parking should be noted on the maps. It was decided that the parking could be on the individual site maps.

**Brochure Suggestions:**

- Add universal sign for park
- Delete the picture on the inside but leave the herring.
- Gather more pictures from soccer website.
- Fix font (seems fuzzy)
- Add Fire Station Trail
- Change Deerfield to #20
- Include P with circle for parking
- Add Thayer picture and information
- Remove photo on blue page but leave heron.



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

**Minutes:**

**On a motion made by Bruce Hamblin and seconded by Paul Marble, the Committee voted unanimously to accept the minutes from December 2, 2014.**

**Amphitheater:**

The steps have been secured. The Conservation Agent and the Chairman of the Open Space Committee did have a walk of the site. The slope of the site in relation to handicap accessibility is a concern. There was a suggestion to complete this site with a bench. The handicap parking has been identified. The lot needs to be finished with the fence and do we do native plantings there. There was a suggestion to transplant trees/grass/wildflower mix from one place and replanted. The next phase needs access to Village Street. There will need to be delineation on this site. A natural barrier was suggested and also a split rail fence. Another idea was to put boulders, four in a row and provided delineation.

**Action:**

- The Chairman will go to CPC for funding for the steps which were part of the engineering plan.

**Briggs Trail:**

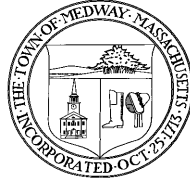
The trail is being completed and ½ of the northern piece has crushed stone. There is an EPFAC meeting January 7, 2015. The drainage concerns and sink hole will be mentioned. The goal is to work on continuing to tie into Choate. Some of the rocks may need to be moved. The trail will be up above the rocks and will funnel through the breaks in the rocks. The kiosk and sign are in line with where you enter the parking lot near the lamp post. The Committee wants to look at the meadows near Adams Street. This will need to be addressed, there are shrubs and small trees, and it will not be able to be mowed in its current state. The town will need to go in with a big brush cutter. The town wanted to know if there could be funding for this maintenance. Bridget did note that she had some budget money available. There will need to be a discussion with Fred Sibley about getting his equipment into this area there.

**Action Item:**

- Tina will speak with Bridget about getting this done.

**Adjourn:**

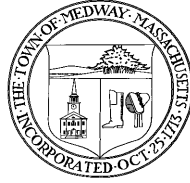
**On a motion made by Paul Marble and seconded by Jim Wickis, the board voted to adjourn the meeting at 9:00 pm.**



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

Respectfully Submitted,

Amy Sutherland



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

**Meeting Minutes February 3, 2015**

**Medway Senior Center  
Oakland Circle**

<b>Attendance</b>	Tina Wright	Jim Wickis	Paul Marble	Pat McHallam	Mike Francis	Bruce Hamblin	Charlie Ross
Present	X		X		X	X	X
Absent with notice							
Absent without notice							

---

The Chairman opened the meeting at 7:00 pm.

**Village Street:**

There was no update on Village Street.

**Conway Project:**

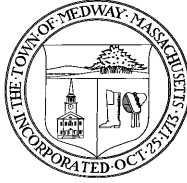
The Conservation Commission agent will be sending the draft of the proposed project for the Conway school. If any of the members have comments, please forward those to Chairman Wright.

**Canoe Launch:**

The Conservation Commission agent is working on a list of plantings for the canoe launch area.

**Amphitheater:**

The Chairman informed the members that she received a summary of accessibility standards and there is not a requirement to have the whole site handicap accessible. She will forward the link to the members for their review.



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

**Other Business:**

Member Hamblin explained that he has been in contact with a representative from Millis in regards to exploring areas such as the Black Swamp area and any other areas which both towns may be able to use. This could be a collaborative effort. The Town of Millis refers applicants to the Army Core of Engineers in regards to any proposed developments. There are few points where there could be access at the Medway line. This representative will get back to us in the Spring. The Town of Medway also may have some access to the Potomac Lake. This needs to be explored further.

**Sign Update:**

Member Francis updated the members that there will be six more kiosks ordered next week. There has been a slight increase in the cost. This was noted in the new agreement. There is enough money in the account to cover the increase. The other kiosks have been installed and the signs are in the process of being completed.

**Wickett Property:**

**Resident, Dan Strachan, Fairway Lane:**

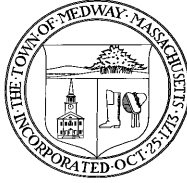
Mr. Strachan came to the open space meeting to seek answers about the Wickett property. He was inquiring about why the town did not follow through with purchasing this land last year. He was aware that there was a site walk on April 19, 2014 and it was his understanding that this was on the warrant for purchase. The cost of the land was \$750,000. It was indicated that Mr. Strachan did contact the seller to find out what happened and the seller communicated that he was willing to sell the land for \$740,000.

It was indicated by the Chairman that there was a site walk on the property and the seller took certain portions of the land off the table. The deal was always changing. There was an appraisal done on the land. This never came to an official vote for purchase since the number of acres was changing. The seller never offered the whole piece.

Member Marble responded that the deal and land involved was changing by the seller.

The Board of Selectmen did ask for the article to be removed from the warrant on May 6, 2014.

Selectmen Trindade responded that there was a negotiated deal and got the appraisal but CPC did not want to go forward since they did not believe it was worth the amount of money. The article was then taken off the warrant.



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

Mr. Strachan is concerned that the developer now looking to build a 40 B.

Member Marble explained that Open Space Committee was interested when the 115 acres was available. We walked the site and got the Board of Selectmen. There was potential for this land to connect to possible other parcels. The acreage then decreased to 98 acres, and there was only access through someone's driveway. This changed the perspective in regards to recommending this.

The Chairman responded that she has spoken with the Planning and Economic Development and we do not know if there is a true engineered plan. There has been nothing filed with the town. We do not know yet what is buildable. If the wetlands are not flagged, they need to be re-flagged. The titles are not clear on some of this land.

Resident, 8 Fairway Lane:

This resident explained that when he moved in the neighborhood asked if they bought title insurance since there has been issues with the titles.

It was further explained to the residents that the Board of Selectmen put forth the warrant but for funding, this must go through CPC. This committee took no action. This cannot be funded at town meeting so on recommendation from counsel, the Board of Selectmen were advised to dismiss this article. It was suggested that the residents ask CPC why the appraisal was not funded.

The Chairman further explained that the Open Space Committee did not recommend this purchase. The biggest priority was for Chicken Brook. This was contiguous land. When we looked at the Wickett land, it was a great open space parcel, but we wanted the whole piece. The amount of wetland was a concern.

The Open Space Committee thanked the residents for attending the meeting.

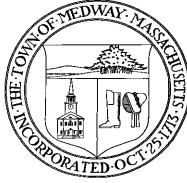
**Website:**

Member Ross would like to improve the website presence with photographs. He welcomes all to send those to him. The Commission is in favor of member Ross taking steps to improve the website presence. Member Ross will come the next meeting with ideas and suggestions.

**Upper Charles & Betaninia II:**

Member Marble provided an overview on a meeting held with Jim Wieler from the Upper Charles and members of Betaninia II. The purpose of the meeting was to discuss the ATV





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

activity and how to address the crossing on sites. There was also conversation with Chief Tingley and he indicated that there could be a letter sent requesting a cease and desist from other properties. There was further discussion about possible access to the trails. The representatives communicated that they have retreats on the land and do not want others from public to access it. They may be open to a sign. There will be another follow-up meeting.

**Other Business:**

- A meeting needs to be set up regarding the maintenance plans for the open space parcels.
- Upcoming meeting regarding an assisted living project that has some open space.  
Meeting is scheduled with Planning and Economic Development Board on February 10, 2015.
- Paul Atwood was present and he is interested in serving on the open space committee.

**Minutes:**

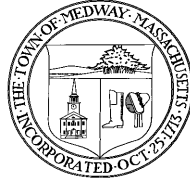
**On a motion made by Bruce Hamblin and seconded by Paul Marble, the Committee voted unanimously to accept the minutes from January 6, 2015**

**Adjourn:**

**On a motion made by Paul Marble and seconded by Bruce Hamblin, the board voted to adjourn the meeting at 9:00 pm.**

Respectfully Submitted,

Amy Sutherland  
Approved March 3, 2015



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

**Meeting Minutes Tuesday, March 3, 2015**

**Medway Senior Center  
76 Oakland Circle**

<b>Attendance</b>	Tina Wright	Jim Wickis	Paul Marble	Pat McHallam	Mike Francis	Bruce Hamblin	Charlie Ross
Present		X	X	X	X	X	X
Absent with notice							
Absent without notice							

---

The Vice Chairman opened the meeting at 7:00 pm.

**Village Street:**

There is no update on Village Street.

**Conway Project:**

There will be a multi-committee meeting set up to discuss the scope of the Conway Project. The Chairman will provide further input at the next meeting.

**Canoe Launch:**

Member Marble will follow-up with the Conservation Agent about the tree which is in the river. The Conservation Agent was also going to provide guidance about the small clearing which will need to take place.

**Amphitheater:**

The Amphitheater currently has a kiosk at the site along with some literature. It was suggested to include an animal track flier as part of the literature at the kiosks. Member Wickis spoke with Fred Sibley about the invasive plants and which ones will need to be removed. Member Wickis presented the Committee with a memo of his findings. The invasive plants noted were Black Locust and Norway Maple. These are no longer a priority.



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

**Sign Update:**

There were six more kiosks ordered. There has been a slight increase in the cost. This was noted in the new agreement. There is enough money in the account to cover the increase.

**Wickett Property:**

The Open Space Committee was made aware that there are two warrant articles for town meeting regarding the Wickett property. The residents concerned about this parcel of land attended the CPC meeting.

**Medway Clean Up:**

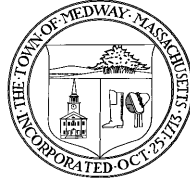
The Medway Clean Sweep will be Saturday, April 11, 2015 from 8:00 till 11:00. The focus will be on Adams Street. Member Marble and Wickis will complete a list of work tasks for that day. Member Marble will follow-up with Allison in the Town Administrators office. Hopefully we can get the assistance from some of the high school students.

**Website:**

Member Ross provided a memo regarding updating the website. He spoke with the IT representative Richard Boucher about the website. The regular updating of the website in relation to the agenda and minutes is done by the recording secretary. The Open Space Committee would like to expand the presence of the website by adding photographs and maps. Member McHallam has been adding the maps. Member Ross asks the members to provide him with photographs and he will upload those to the town website. The Committee also discussed posting photos on Facebook which would also have a link to the Open Space page and also could go out as a news feed. It was suggested to have a dedicated page. There were 1349 members of the Medway group. The Committee was in support of setting up a "Friends of Open Space" page. There will need to be an administrator of the website. Member Ross volunteered to take on this role. The Committee would like this to be set up as an open and not a closed page for viewing. There was also discussion about having a separate page to have archives of photo albums.

**MAPS:**

The Committee discussed that the current maps at the kiosk sites will need to be laminated due to ink bleeding. Member McHallam will follow-up with Fran about the making the 11 x 17 trail maps.



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

**Salmon Health Adult Retirement Community:**

Members of the Open Space Committee attended the informal meeting about the Salmon Health Adult Retirement Community. The applicant is in support of having trails which the public can use. The Open Space Committee would like to attend any meetings regarding the trails. The Planning and Economic Development Board posts their meeting on the website, so members will be sure to keep up to date on the meetings regarding this project. The applicant is agreeable to having a canoe and fishing launch along with the placement of educational literature. There was a suggestion that when any decision is written, there would need to be language regarding a deed restriction to allow for public access.

**ATV Use on Open Space Parcels:**

Member Marble will follow up with Police Chief Tingsley regarding this item.

**Upper Charles & Betania II:**

Member Marble explained that he spoke with Jim Wieler and representatives from Betania II. They were agreement about being put on the map but it must indicate private property. Their big concern is that dogs must be on leashes since their land is mostly used by residents for retreats. The language of the enforcement would need to be worked out. Member Marble will follow-up with the Town Administrator about an agreement.

**Minutes:**

**On a motion made by Bruce Hamblin and seconded by Charlie Ross, the Committee voted unanimously to accept the minutes from February 3, 2015 with revisions.**

**Adjourn:**

**On a motion made by Bruce Hamblin and seconded by Charlie Ross, the Committee voted to adjourn the meeting at 8:45 pm.**

Respectfully Submitted,

Amy Sutherland

Approved April 7, 2015

**Tuesday, April 7, 2015  
Open Space Committee  
76 Oakland Circle  
Medway, MA 02053**

<b>Members</b>	<b>Tina Wright</b>	<b>Jim Wickis</b>	<b>Paul Marble</b>	<b>Pat McHallam</b>	<b>Mike Francis</b>	<b>Bruce Hamblin</b>	<b>Charlie Ross</b>
<b>Attendance</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>

**ALSO PRESENT:**

Recording Secretary, Amy Sutherland

The Chairman opened the meeting at 7:00 pm.

**Presentation Alan Earls:**

Alan Earls, former Chairman of Town of Franklin Open Space Committee is working on a grass roots effort to initiate federal, state, and local action under Metacomet land trust to enhance access to US Army Corps of Engineers flood control lands. There are contiguous land areas in Bellingham totaling 334 acres and another 52 acres in Medway. The lands of Charles River Meadowlands represent recreational, cultural and economic opportunity. All of the towns in the upper Charles area have taken steps to protect open space. The local governments would need to provide easements and in some cases purchase or deeding of the access points. The Charles River Meadowlands Organizing Committee is leading this effort. Metacomet has been charged with providing guidance.

The Open Space Committee is in support of this initiative and suggested that Alan Earls also contact Jim Wieler who is a representative for Charles River Watershed.

**Timber Crest Estates:**

The Committee was made aware that Timber Crest Estates has applied to the state for a 40B project in Medway. This project would be located in the northeasterly section of Medway. The site would consist of the assemblage of 9 parcels of land totaling 163.1 acres. This site has wetlands on site and is unique since the unit development has two separate neighborhoods which are bisected by wetlands and open space. The project will consist of 192 housing units, including 76 single family homes on the west portion of the site and 116 condominiums on the east portion of the site.

The Director of Planning and Economic Development is asking the various boards and committees to submit comments as part of a package which will be submitted upon the preliminary review of comment.

The Conservation Agent will be visiting the site and will be submitting comments from the Conservation Commission.

### **Amphitheater Engineering:**

The Chairman informed the members that she spoke with Dan Hooper about coming up with a concept plan for this area. Member Wickis explained that there was already an estimate from Tetra Tech for the work in this area. The Committee was in agreement that they would like to get the access area to this project completed. The Committee is not sure if Tetra Tech has the expertise in landscape design. It was recommended to have them provide samples to the Committee, and the other items such as landscaping could be completed in a phasing plan. There was already \$10,000 allocated by CPC for this project. The Open Space Committee recommended that an email be sent to CPC to update their number for funding since the estimate from Tetra Tech was \$14,000.00. It was suggested to request \$15,000. The Chairman will follow-up about inquiring about this.

### **Field Update:**

Member Francis provided an update. The parking lot doesn't yet have its second coat of asphalt. The fields are actively being used. There was discussion on the trail route along the back fields... it runs along the fence at the field level, not closer to the woods as some had hoped. There isn't much town property there to work with.

### **Town Brochure:**

The Chairman provided all the draft copy of the map. It was discussed on how to get this brochure out to the public. A few suggestions were, library, town hall, senior center, provide in census, real estate bills, Facebook, social media etc. The brochure was reviewed. The Chairman also indicated that she spoke with Stephanie Mercandetti and she suggested we contact Susy to set up a time when we can meet with Fran the administrative assistant to help with the printing. Member McHallam will follow-up. The goal is to have brochure and maps available for town meeting. The recommendations from the last meeting were included on the brochure.

### **Conway School Project:**

There was a meeting about the Conway School Project and the Conservation Agent will be active in the implementation of this project. The hope is that \$6,500 will be allocated from CPC for this project. There will need to be a plan in place on how to manage this land. This project will be for Briggs site.

Selectmen Trindade also thought another project could be improving the playgrounds throughout town. Member Hamblin volunteered to assist if needed.

### **Update Website:**

Member Ross met with Rich Boucher, Director of Information Service. Member Ross now has access to the update the website, and has added a photo to the home page. The town is considering changing to a new content management system, replacing First-class, over the

summer, but will stay with the same website provider. The school department has already made this change. Rich will keep Member Ross in the loop about the website design.

Member Ross showed a prototype Facebook page. The URL is <https://www.facebook.com/medwayopenspace>. Rich Boucher informed him that the towns preference would be for it to be an official page for the town, and asks that Rich be added as an administrator to ensure that access is maintained if a member were to leave. The Committee had previously been concerned that the town might actually prefer that it not be official, but there is no objection with it being official. Member Ross will add Rich as an admin and will begin publicizing the page in conjunction with the upcoming Medway Clean Sweep.

### **Medway Clean Sweep:**

Member Marble said that he and Member Wickis are confirmed for the Clean Sweep day. They will prepare on Thursday. Volunteers will meet at the tennis courts on Saturday at 8:00 am. The clean-up will run until 11:00 am. There are many tires to be removed, in addition to general trash. Coffee, water, and munchkins will be provided, and member Marble will bring several gloves. Member Ross can participate for some of the morning. He has also posted a notice on the "Friends of Medway" group on Facebook.

### **Minutes March 2, 2015:**

**On a motion made by Charlie Ross and seconded by Paul Marble, the Committee voted unanimously to accept the minutes from March 2, 2015.**

### **Future Meeting Date:**

- **May 5, 2015**

### **ADJOURN**

**On a motion made by Paul Marble, and seconded by Pat McHallam, the Committee voted unanimously to adjourn the meeting at 9:25 pm.**

The meeting was adjourned at 9:25 pm.

Respectfully Submitted,

Amy Sutherland  
Recording Secretary

**Tuesday, May 5, 2015  
Open Space Committee  
76 Oakland Circle  
Medway, MA 02053**

<b>Members</b>	<b>Tina Wright</b>	<b>Jim Wickis</b>	<b>Paul Marble</b>	<b>Pat McHallam</b>	<b>Mike Francis</b>	<b>Bruce Hamblin</b>	<b>Charlie Ross</b>
<b>Attendance</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>

**ALSO PRESENT:**

Recording Secretary, Amy Sutherland

The Vice Chairman opened the meeting at 7:00 pm.

Joanne Williams from the Medway Trail Committee was present.

**2009 Master Implementation:**

Jim Wieler wanted to set up a time to meet with the Open Space Committee to discuss the 2009 Master Implementation. Member Ross and Marble have comments in relation to the questions which were presented to the Committee. Any further comments can be forwarded to the Chairman who will gather the information and provide it to Jim Wieler. There was discussion that the Open Space Committee was not created until after 2009. There are some items in the plan such as cluster housing which fall within the Planning Boards jurisdiction and not open space. Member Hamblin commented that the last plan referenced making handicap parks, and this was taken out or not include in report. There was a suggestion to add the accomplishment of the year into the annual report. The six goals noted were:

1. Identify and Protect undeveloped land.
2. Provide and maintain a diversity of conservation and recreation land.
3. Promote Trails and access to open spaces.
4. Provide Conservation outreach programs.
5. Encourage open space preservation
6. Encourage compact development
7. Facilitate the stewardship of open spaces.

**Village Street: Amphitheater Engineering:**

The Chairman indicated that CPC is aware of what Open Space would like to do at Village Street. The Town Administrator informed the Chairman that there will be no further discussion about trading property. The engineering will need to be done. The Chairman will meet with Dan Hooper to see if he can meet on site.

Member Wickis informed the committee that residents are utilizing the area by walking and fishing. He also provided the committee with a document entitled "Amphitheater Management



Goals for 2015". Some of the items on the list need help from the DPS and should be part of a maintenance plan.

Member Wickis did inform the committee that there is a big problem with the invasive especially garlic mustard. This is moving quick invasive. It usually dies by the end of July but the problems expand to all areas since animals eat around it and spread this invasive. It was recommended to have a picnic event to remove this invasive.

There was discussion about having a work event on Saturday June 6, 2015 from 11:00 to 2:00. Residents can bring gloves, blanket and a picnic. Jim could be the resident naturalist who can provide walking tours of park. This is National Trails Day. Member Marble will reach out to the boys and girl scouts. Member Ross will handle posting the event on the website.

Member Francis will be meeting on Wednesday June 6, 2015 with Fred Sibley. The Committee would like Mike to inquire about digging the holes for the fence. He will also be discussion the placement of the other six kiosks.

The Committee would like to move forward with fencing for property demarcation. The Committee recommends asking Fred Sibley to purchase the fencing and then the bill will be submitted to CPC for payment.

### **Conway School Project:**

There is no update on the Conway School project. The implementation if this will not be until the fall. The Chairman will follow-up with an email to the Conservation Commission Agent.

### **Online Presence:**

Member Ross would like to fix the titles of the agenda/minutes on the Virtual Town Hall website. This will include alphabetizing and making sure they are in chronological order. The Committee is in support of this.

Member Ross also provided the members with a sheet called "Facebook Metrics for May 2015 OSC Meeting". This sheet showed data about the people following the open space page. The total likes as of May 5, 2015 were 123. The most likes posts involved pictures. It was recommended that any pictures continue to be provided to Member Ross who will upload to site for Committee visibility.

### **Other Business:**

Member Wickis attended the regional SWAP meeting. The goal is to set up a network of biking and walking trails to connect among towns and cities. The map was provided. The representative conducting the meeting will need input from our committee to make the map more accurate.

Member Wickis provided an article from the New York Times entitled "The Chickadee's Guide to Gardening" dated March 11, 2015.

Member Wickis will be attending the Salmon Retirement meeting on Wednesday May 6, 2015.

Resident Williams was inquiring about who checks the trees when planted since she recognized that some are planted too deep. The Committee recommended that this be brought up to Fred Sibley, the Tree Warden.

There was also a recommendation to have a member of the Planning and Economic Development Committee at their next meeting to discuss the various open space parcels, Charles River Village, Pine Ridge, which currently do not have signage, parking access or walking delineation. The Open Space Committee would like to be included in the sign off process of these projects. The Chairman will follow-up with Susy.

### **Town Brochure:**

The brochures are being printed. There will be continued work on writing descriptions for the various kiosks. Member Marble will pick up the sleeve protection sheets to the written description documents. Member McHallam distributed the draft map of the Bresnahan Landing Paddling Map. There was a suggestion to add the mileage. The Commission was in agreement that this would be a good thing to include and have a link on the open space page. The Commission discussed having a reference to possible natural hazards included in regards to obstacles on the river. There could also be a trip condition code at the site. This information could be put on town's website along with a link.

### **Trout Stocking:**

Member McHallam will be contacting the State to see if they can stock trout at the boat launch.

### **Minutes April 7, 2015:**

On a motion made by Bruce Hamblin and seconded by Charlie Ross, the Committee voted unanimously to accept the minutes from March 2, 2015.

### **Future Meeting Date:**

- June 2, 2015

### **ADJOURN**

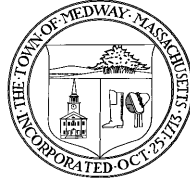
On a motion made by Paul Marble, and seconded by Pat McHallam, the Committee voted unanimously to adjourn the meeting at 9:15 pm.

The meeting was adjourned at 9:15 pm.

Respectfully Submitted,

Amy Sutherland  
Recording Secretary  
Approved June 2, 2015

DRAFT



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

**Meeting Minutes on June 2, 2015**

**Medway Senior Center  
Oakland Circle**

<b>Attendance</b>	<b>Tina Wright</b>	<b>Jim Wickis</b>	<b>Paul Marble</b>	<b>Pat McHallam</b>	<b>Mike Francis</b>	<b>Bruce Hamblin</b>	<b>Charlie Ross</b>
Present	X	X	X	X	X	X	X
Absent with notice							
Absent without notice							

**Conservation Agent, Bridget Graziano:**

**Proposed 40 B Project:**

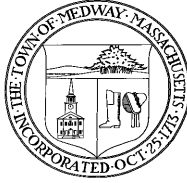
The Conservation Agent explained that in regards to the proposed 40 B proposal, she performed a site visit and reviewed the delineation. In her report, she indicated that the applicant has not appropriately delineated the site. There are additional resource area which need to be determined. Some of the wetland flags on plan correct and others need to be reviewed. There is a perennial stream on site which was not noted on the plan. The army core of engineers will review for fill over 5,000 sq. ft. There will be replication. Due to the amount of fill, this application triggers the jurisdiction of the Army Core of Engineers jurisdiction. The agent has already been in touch with that agency and the agent will send the project directly to them. It was communicated that the conservation chairman believes that portions of the cider mill site has already been filled.

There will be another site visit on Thursday, June 9, 2015.

**Conway School:**

The Conservation Agent explained that the Conway school proposals should be ready for the fall. The goal is to get the draft completed for the guiding principles and broad management goals for the project. There was a sample provided to the Committee. The second document which needs to be completed is the preliminary scope of work. A sample document of this was also provided.

Bridget explained that we need to make sure the document reflects our goals and meets requirements. This should be completed by August 2015.



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

It would be helpful to show pictures of the area with a map and narrative. When the plan is put together, there are usually two stakeholder meetings. They will be interested in knowing how do we make the trails better and revitalized. Bridget indicated that we do not need to put the list in order based on priorities. At the meeting, the committee will determine this. The Conservation Agent will send to the committee the pdf of the Conway project from Sherborn. It was recommended that the parking and entrance from Adams Street be looked at as one of the goals. It was suggested that a site visit be set up for this area. Member Wickis and the Conservation Agent will set up a time to meet on site.

There was a question asked about the use of horticultural vinegar on poison ivy. The Conservation Agent responded that this is something she needs to consult with the Commission about using this type of solution.

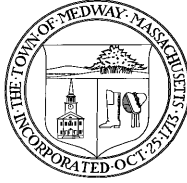
Clearing of River, the boom is down river and clogging with the big tree. Need motorized equipment to pull it up stream. There is 40 to 60 ft. of it. It is around the first bend. You can cut up the tree and bring it out.

Bridget will call MA boating to come get it. Could we wait until the water is low.

Call DPW since it is a safety issue.

**Canoe Launch:**

The Conservation Agent explained that an Eagle Scout went to the Conservation Commission meeting and asked the Commission to review the proposed project near the canoe launch. Bridget is comfortable with him doing some plantings, but a rain garden would be difficult. There was discussion about putting bench for picnic area. The Chairman's concern is that the location recommended by Commission is right in the sun. She recommends the other side where it is under the tree in the shade and the bench and table could be chained to the tree so the items do not get tossed in the river. The boy-scout will be working under the initial Order of Conditions. He also wanted to put literature in the kiosks. The Open Space Committee recommends that the eagle-scout come to the committee to discuss this since they have a vision for the area. Member Marble recommends that the picnic table be recycled material and not wood and it should have access for wheelchair. The eagle-scout may be able to get money from CPC. It was also suggested that the Conservation Commission could donate \$400.00. The eagle-scout needs to get a cost estimate.



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

Member Hamblin noted that this is a project that should have come to the Open Space Committee in the initial phase.

It was recommended that we need someone from the Conservation Commission to be at our meeting to communicate this information back. It was suggested that Ken McKay might be interested.

The Conservation Agent will check to see about drafting some guidelines with collaboration of Open Space and Conservation Commission. It was suggested that there be some type of memorandum of understanding for when a project comes in.

**Ampitheater:**

There was discussion about the Ampitheater site. There has been no mowing and the path is not being maintained. There needs to be further follow-up with DPW and town. Member Wickis will forward the maintenance plan to Bridget. She will follow-up on this. There needs to be a memorandum of understanding drawn up about who is responsible for maintenance. If the town DPW is not going to do the maintenance, then Bridget will put money in the budget to do this maintenance. There are also encroachment issues which will need to be addressed by the Conservation agent.

**Kiosks:**

Member Francis informed the Committee that his meeting with Fred Sibley was productive. The location of the kiosks were determined. There was also discussion about the split rail fence.

**Online Presence (minutes/agendas):**

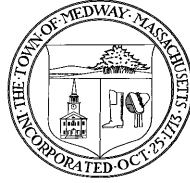
Member Ross has worked on the Virtual Town Hall Open Space website and has fixed the minutes so that they are chronologically listed.

**Facebook Statistics:**

The Committee was supplied with a print out of the most recent activity of the Open Space site. There are 140 followers.

**2009 Master Plan Implementation:**

Jim Wieler was present to provide further overviews about the implementation of the 2009 Master Plan. The members provided to Jim various comments about what was achieved. The Committee has made huge strides over the last few years. The Committee was in agreement that



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

there were some items on the list that did not belong with Open Space. The goal is to provide the commission with direction; how to address these goals; what will happen over next 10 years.

The Committee did think it would be a good idea to discuss further the implementation of monument boundary markers. There would need some surveying completed. It was suggested that some of the medallion be placed on various trees as markers.

**Resignation:**

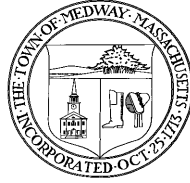
The Open Space Committee was made aware that member Marble and McHallam will not be seeking reappointment to the Open Space Committee. The members were thanked for their service.

**Adjourn:**

**On a motion made by Paul Marble and seconded by Pat McHallam, the Committee voted unanimously to adjourn the meeting at 9:15 pm.**

Respectfully Submitted,

Amy Sutherland  
Recording Secretary  
Approved August 4, 2015



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

**Meeting Minutes on July 7, 2015**

**Medway Senior Center  
Oakland Circle**

<b>Attendance</b>	<b>Tina Wright</b>	<b>Jim Wickis</b>	<b>Charlie Ross</b>	<b>Mike Francis</b>	<b>Bruce Hamblin</b>
Present	X	X	X	X	X
Absent with notice					
Absent without notice					

**Reorganization:**

**Chairman:**

**On a motion made by Charlie Ross and seconded by Jim Wickis, the Board voted unanimously to appoint Tina Wright as Chairman to the Open Space Committee.**

**Vice Chairman:**

**On a motion made by Jim Wickis and seconded by Charlie Ross, the Board voted unanimously to appoint Bruce Hamblin as Vice Chairman to the Open Space Committee.**

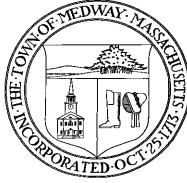
**Clerk:**

**On a motion made by Charlie Ross and seconded by Mike Francis, the Board voted unanimously to appoint Jim Wickis as Clerk to the Open Space Committee.**

**Storywalk Medway High School:**

There were two representatives from the Medway high school present to explain their idea regarding a grant to combine literacy, physical education and community interaction. This would involve the utilizing of the existing trails around the high school. These would be lockable weather proof reading stations which would be installed along the trails, These would start and end at the pavilion. The 10 stations will be part of a theme for a month sponsored by a teacher's class. DPS Director Tom Holder is in support of this idea.





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

This is something adaptable for the whole district. There are two options due to funding limitations: create the boxes ourselves out of wood and other materials; permanent composite stations similar to existing new message centers.

Member Hamblin suggested looking at the community and including something for nature, highlighting trails, and tying that into the community.

There will also be art and photography added. The members are in support of the storywalk boxes.

There is a goal to get this in place for September. This date might not be realistic since they need to secure funding. CPC member Jim Wieler noted that this is a great idea and CPC has little exposure to grammar school kids. He recommended that a plan to build these be put in place and submit it to CPC.

Member Hamblin suggested that there be a mechanism in place to evaluate.

The open space supports this venture and this is a goal for outreach and attention of different interest groups.

Jim Wieler showed the maps which were created by Paul Atwood. There is also a map of Idylbrook Recreation Area. The representatives of Betania do not want any signs. Jim Wieler will reach out to Bob Fifer about signage noting that you are now leaving town property and are on private property.

Member Hamblin suggested that a formalized six month review be done as part of this relationship.

Charlie Ross informed the Committee that he is trying to draw a map for the Choate complex.

**Maps:**

Jim Wieler was present to discuss Map 20-003 and Map 29-011. These maps were provided by the Town Assessor.



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

**Choate Trail Markings:**

There was discussion about painting the side/sub trails on the north east side. It is difficult to find the town line.

**Dogs on Trails:**

Member Ross informed the members that there was a discussion group relative to dogs on the trails. Currently, there are no dogs allowed at Choate Park. There are also no dogs allowed at the high school. There are bylaws on the books regarding dogs. The members agreed that the trails are a great place for the dogs as long as they are leashed. The Committee wants to encourage the use of trails. It was suggested signage saying "Dogs on park from Dawn to Dusk with Dog on leash carry in and carry out regarding clean up. This will be table for further discussion.

**AMPHITHEATRE:**

There has been maintenance on the site. This is now a path. Dan Hooper is still working on the plan. The Chairman will follow-up. There is a large tree which fell across the river. There was a message left with the Franklin DPS. The goal is to have the rest of the money be used for the engineering. This will go to the Fall Town meeting. It will be discussed at the September CPC meeting. There needs to be a budget developed for additional work.

**Canoe Launch:**

The Committee was made aware that a picnic table was placed at the canoe launch and has been chained to the tree. This was completed by an eagle scout. The big problem is that it is not handicap accessible. The Chairman did send an email to the Conservation Agent informing her that the eagle-scout student did not communicate with the Open Space Committee as requested. None of the plantings were done. The student did not go through the process. It needs to be handicap and must be fixed.

The boom is floating in the river. At the last meeting, Bridget said she was going to follow-up on this. Another item which needs to be followed up on is creating a budget to implement the plan for cleaning this site.

Tina communicated that she did meet with Conservation Commission and they are fine with the way things are. The noted trees are within 20 ft. of the wetlands and will not allow anything more. The dead trees cannot be removed.



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

It was suggested to get a formal plan and present it formally to the Commission. It was also suggested to speak with the Board of Selectmen.

**Adams St. Meadow:**

There was an inventory of plans provided to the Committee. It was suggested that the upright trees and shrubs be removed. Jim did a history of land in the 90's. It was last hayed in 2005. The idea was to do an interim plan until Conway project is done. Bridget responded that this is great and wants to be mowed once or twice a year. Do not mow early due to birds nesting. . The invasive buck thorn should come out. The Committee would like to invite the Conservation Agent to the August meeting to discuss Adams Street. They would like to discuss the trees in the middle of the meadow (box elders and shrubs).

The Chairman will ask Fred Sibley if he can clear the growth on the stone walls located on the scenic road. There was a suggestion to go on the inside of Adams Street and continue the trail (on inside) and go around the meadow and go on the inside walkway from inside opposed to being on Adams Street.

**Willows Salmon Health:**

Members Ross will attending the Planning and Economic Development Board meeting on the Meadows on Tuesday, July 14, 2015 at 7:00 pm.

**Neelon Lane:**

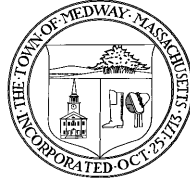
The Committee was made aware that the original decision for Neelon Lane in 2011 deleted the parking spaces. The spaces were on the plan. The abutters did not want the parking spaces to have signage. There was also a reference to affordable housing and there was a donation made into an account and the unit was not built. There was a reference to existing cart path which goes behind the property line. Currently, there is no place to park to access this open space. The Committee agrees that if there is to be a trail there, it needs to be marked to avoid encroachment by abutters. The Committee would like an email from the Chairman sent to Susy Affleck-Childs explaining that the town's interest as related to open space was not met in this application.

**Minutes:**

The minutes from June 2, 2015 will be tabled until August 4, 2015 meeting.

**Future Meeting Date:**

- August 4, 2015



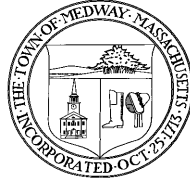
**Town Of Medway  
Open Space Committee**  
155 Village Street  
Medway, Massachusetts 02053

**Adjourn:**

The meeting adjourned at 9:45 pm.

Respectfully Submitted,

Amy Sutherland



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

**Meeting Minutes on August 4, 2015**  
**Medway Senior Center**  
**76 Oakland Circle**  
**Medway, MA 02053**

<b>Attendance</b>	<b>Tina Wright</b>	<b>Jim Wickis</b>	<b>Charlie Ross</b>	<b>Mike Francis</b>	<b>Bruce Hamblin</b>
Present	X	X	X		X

The Chairman opened the meeting for Open Space Committee at 7:00 pm.

Rich Di Ilulio was present as the liaison for Planning and Economic Development.

**Adams Street Map:**

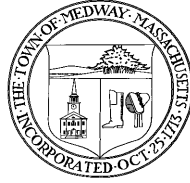
Member Ross shared the updated map of the Choate Park and High School trails. The stone wall was noted. He would like comments on the map provided to him by the next meeting. The goal is to have the map posted on Facebook by Labor Day. He will talk with the Conservation Agent about the wetland areas and trails along the wetlands.

**Canoe Launch:**

The CPC met and voted to provide funding for the Eagle Scout project. Member Wickis noted that a sugar maple is an upland tree and he believes that a silver maple would work better tree to use to stabilize the bank. The Chairman explained to the Committee that the picnic table was put there by the town and not the eagle-scout. The eagle-scout will be finishing the area. Member Hamblin indicated that there is a massive tractor tire to the east and the trash has not been emptied in four weeks. It was suggested to get a trash barrel with a cover.

**Salmon Adult Retirement:**

Jeff Robinson from The Willows provided the Open Space Committee with maps of the proposed development, trails and open spaces. He provided a brief overview of the medical office building, parking and gazebo area. The parking for the trails was noted. The abutters did not want to see parking from Village Street so it was moved behind medical building. There are single, duplex cottages, independent living and assisted memory care. There is a dining venue and a seasonal porch and deck which overlooks the pond. They encourage ice skating in the



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

winter. There is a trail system already there and plan to look at working with conservation to improve the trails. The trail will have crush run or woodchips. The applicant wants the paths passable and usable. There will be 1.7 miles of trails. There is a spot where a canoe can be launched. A resident asked if they could use pavers for a portion of the trails; but the applicant responded that Conservation does not recommend pavers. The developer guaranteed that there will be parking for those wanting to use the trails. There can also be signage. There needs to be a conservation easement for open space which would include public access easement across the land. The language of this will be put in for maintenance of trail agreement. The easement would be permanent and would be worded that the green space can never be developed. The trails will not allow for bicycles. Member Hamblin informed the applicant that there are elderly tricycles. There will be no plantings in the open space. It will be left in its natural state. Member Wickis wanted to know if the public access will be forever. The developer responded that the public access would be forever. The easements are part of the deal. Member Wickis did bring up his concern as it relates to the construction and clearing and then revegetating with plantings. Jim Wickis provided the members with a marked up list of plantings. The concern with the potential invasive listed is that since they do not exist currently on site, that putting them in a landscape plan will allow them to move into the adjacent open space. The pachysandra is non-native and can migrate into the woodland area. Member Wickis provided a sheet for the members to reference regarding the invasive/native plants. The hope is that the developer will consider the recommendations from open space in regards to substituting some of the suggested plants. The developer has no issues with making the substitutions but will like to speak with the landscape architect.

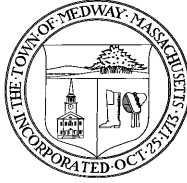
**Plants in Question:**

Japanese Holly: exotic (suggest inkberry)  
Wintercreeper: potential invasive  
Dwarf Maiden Grass: potential invasive  
Dwarf Fountain Grass: potential invasive  
Japanese spurge: needs landscaping control

**Following Recommendations:**

- Guarantee of parking for the public – put on plan/easement.
- Permanent guarantee of public access
- Signage noting parking for trails – kiosk
- Written maintenance guarantee of trails.

The Chairman will provide a response letter to the Planning and Economic Development Board.



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

The next public hearing on the Willows is scheduled for Tuesday August 11, 2015. The focus topic will be drainage.

**Amphitheater:**

The Chairman informed the Committee that she has been in communication with Consultant Bouley from Tetra Tech. It is the agreement of all to keep this area in its natural state.

**Conway project:**

The CPC will vote the first week in September for the funding of the Conway project.

**Other Business:**

The Chairman met with Andy Rodenhiser about the maintenance of the open space parcels. It was indicated that a process be created and possibly set up a fund that developers make to contribute into to address the maintenance issues. There would need to be an inventory done of the parcels. This might be something and intern to do as far as cataloging parcels.

Member Hamblin noted that he volunteered to be on playground committee and he has not been contacted. The Chairman will ask Selectmen Trindade.

Member Hamblin shared a Consultant Report from RKG which he will provide to the Chairman. There was a reference about the development review process which specifically noted not to contact open space committee. He would like open space to be involved in projects which have open space.

**Minutes:**

**June 2, 2015:**

**On a motion made by Charlie Ross and seconded by Jim Wickis, the Open Space Committee voted to accept the minutes from the June 2, 2015 meeting.**

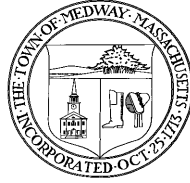
**July 7, 2015:**

**On a motion made by Charlie Ross and seconded by Jim Wickis, the Open Space Committee voted to accept the minutes from the July 7, 2015 meeting with revisions.**

**Future Meeting Date:**

- September 1, 2015

**Adjourn:**



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

The meeting adjourned at 9:45 pm.

Respectfully Submitted,

Amy Sutherland

Approved September 1, 2015





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

**Meeting Minutes on September 1, 2015**

**Medway Senior Center  
76 Oakland Circle  
Medway, MA 02053**

<b>Attendance</b>	<b>Tina Wright</b>	<b>Jim Wickis</b>	<b>Joanne Williams</b>	<b>Denise Legee</b>	<b>Charlie Ross</b>	<b>Mike Francis</b>	<b>Bruce Hamblin</b>
Present	X	X	X	X	X	X	

The Conservation Agent Bridget Grazianno was present.

Chairman opened the meeting for Open Space Committee at 7:00 pm.

**Maps:**

The Committee was presented with three maps which were created by member Ross

- Choate Trail Detail Map
- Choate park and High School Trail
- Adams Street Trail Detail

**Suggestions:**

- Maps will be posted on website by Labor Day.
- Put a QR code on maps and laminate on the other kiosks.
- Put numbers on Fields. (check with Fred Sibley)
- At the Choate Trail – suggest walking to see if it could connect. (Denise will walk site)

**Adam Street- Work Needed:**

- Remove tagged invasive plants/trees
- Remove wheelbarrow and other metal
- Mark Outer loop and inner loop color and connecting loop (color) (three trails)
- Remove trail blockage (branches)
- Remove barbed wire along stone wall



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

**Conway School:**

The Committee was presented with the following:

- Draft Memo dated September 13, 2015 to the Conway School.
- Proposed management goals for Medway's Open Space and Conservation Lands.
- Proposed management goals- received comments and incorporated comment and approved by Conservation August 13, 2015 mtg.
- Information regarding the Conway Scope of Work for the ecological study.

The goal is to get this approved in October 2015. The work would be completed spring 2016. The cost to do this is \$6,500. The money needs to be approved at town meeting. There will need to be a warrant article written.

The Board of Selectmen are responsible for naming these areas but the following was discussed:

- Adams Street Natural Area
- Adams Street Meadow

**On a motion made by Charlie Ross, and seconded by Jim Wickis, the Committee voted unanimously to accept the draft as amended and the proposed management plan.**

Bridget informed the committee that she is planning on discussion the Conway School projects at the following meetings:

- CPC September 8, 2015
- Board of Selectmen's agenda for September 14, 2015

She would appreciate any support from committee members at those meetings.

**Choate Trail Extension:**

The Committee discussed why the rocks are so big on the new trail. It was suggested that the specifications of the substandard type material be reviewed. Mike Francis will address this at the next EMFRAC meeting.

**Adams Street Meadow Site Work:**

The Chairman met with the representative from the minimum security inmate's crew from Bridgewater and they are willing to assist with some of the clean-up activities. They will be able to cut limbs, clean brush and move piles of dirt. It was suggested that they remove some of the buck thorn. The goal is to have the crew the week of September 14, 2015.



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

**System of Connecting Trails:**

The Committee was supplied with a draft dated August 31, 2015 for scope of services for engineering consultant to develop a system of connecting trails on town owned properties known as the Medway Link Trail. The proposed segment of trail is approximately one mile. There will also be a task force for project management which will consist of two members of the open space committee a representative from Conservation Commission and its agent and up to two citizens.

**Canoe Launch:**

There has been work completed at the canoe launch. There has been a trees/shrubs planted, and loam. The picnic table has been moved near the bigger tree. It looks nice.

There was discussion about asking CPC for funding for concrete trash barrels and picnic tables. The trash cans which could be anchored to the ground. There was a representative at a previous meeting discussing putting some memorials/sponsorship in these areas.

**Action Item:**

- Ask Design Review Committee and Parks and Recreation if there is any consistency of signs/memorials/benches throughout town.

**Gardening Program:**

Mr. John Root wants to sponsor and go to cultural council to provide a gardening program. This is a two hour program. [www.johnroot.net](http://www.johnroot.net).

**Action Item:**

- Member Williams will look into it and provide thoughts.

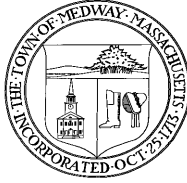
**Amphitheatre:**

The Chairman met with Engineer Bouley from Tetra Tech at the site. There is funding for the concept plan and stairs. All in agreement to keep it in its natural state.

**Action Item:**

- The tree in the water near the amphitheater still needs to come out.
- Bridget will follow-up along with Mike Francis.

**Minutes:**



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

**On a motion made by Charlie Ross and seconded by Jim Wickis, the Open Space Committee voted unanimously to accept the minutes from August 4, 2015.**

**Willows:**

Member Ross attended the public hearing on the Willows. The Planning and Economic Development Committee appreciated receiving comments from the Open Space Committee. There was concern about the trails going through the wetlands.

**Action Item:**

- Chairman will follow-up with a telephone call to developer thanking them for making a good faith effort to work with us.

**Other Business:**

**Future Meeting Date:**

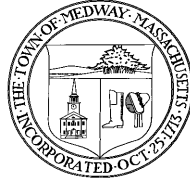
- October 6, 2015

**Adjourn:**

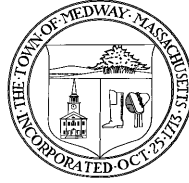
The meeting adjourned at 9:45 pm.

Respectfully Submitted,

Amy Sutherland  
Approved October 6, 2015



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



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

**Meeting Minutes on October 6, 2015  
Medway Senior Center  
Oakland Circle**

<b>Attendance</b>	<b>Tina Wright</b>	<b>Jim Wickis</b>	<b>Charlie Ross</b>	<b>Joanne Williams</b>	<b>Denise Legee</b>	<b>Mike Francis</b>	<b>Bruce Hamblin</b>
Present	X	X	X	X	X	X	X
Absent with notice							
Absent without notice							

**Maps:**

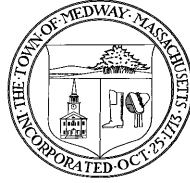
- Member Ross got in touch with the president of Medway Youth Baseball. As a result, a custom map for Cassidy Fields was prepared. All the new maps are now posted in the kiosks.

**Kiosks:**

Member Ross provided a packet which included kiosk contents plan dated October 2015.

This plan showed the following;

- **North Field** completed with 11 x 17 map Choate/Cassidy/High School Map with 8.5 x 11 Adams detail map and 8.5x11 seasonal (plants, tracks)
- **Choate Map** completed with 11 x 17 map Choate/Cassidy/High School Map with 8.5 x 11 Choate detail map. Space reserved for a 8.5x11 seasonal. It was noted that there is nothing here as of 9/2015 but it was suggested to put something in about park.
- **Cassidy Map** completed with 11 x 17 map Choate/Cassidy/High School Map with 8.5 x 11 Cassidy detail map and 8.5x11 Choate Detail Map.
- **Idylbrook** North and South Idylbrook completed with 11 x 17 Idylbrook/Betania/Wenakeening Map. This will be laminated the next time it's printed. The 8.5 x 11 Idylbrook detail map will be reprinted and laminated. Jim has also been posting seasonal 8.5x11s here. **Middle School** – Kelly Street (empty), Middle School– Holliston Street (empty), Oakland (empty) discussed options for 11 x 17 of Medway Properties Map with single sheet guide to Medway properties. Member Ross will develop this based on brochure. For the 8.5. x 11 section it was suggested to include something about the site.



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

- **Bresnahan's Landing:** This is a 11 x 17 Canoe Map. It will be laminated next time it's printed and a QR code will be added. It was suggested to have the 8.5 x 11 be a historical document about the site; and the 8.5 x 11 will include seasonal (plants, tracks, etc.). Charlie has the master map from Pat. Bruce will provide an overview of the site development to Charlie.
- **Community Farm:** The existing Community Farm Map will be reprinted and laminated. The Committee discussed options for an 11x17 (property map, or something custom for the farm). The 8.5 x 11 will include seasonal (plants, tracks, etc.) (Member Francis will send email about sign at entrance)
- **Amphitheater:** There was discussion about having this be a free form area for the time being. A new custom map can be developed after the final plans for the site are completed.

**Minutes:**

**September 1, 2015:**

**On a motion made by Charlie Ross and seconded by Jim Wickis, the Open Space Committee voted unanimously to accept the minutes from September 1, 2015.**

**Conway School:**

The Committee was made aware that Bridget Grazianno presented to the CPC on September 8, 2015 and the Board of Selectmen on September 14, 2015 about the Conway School Project. The CPC recommended funding of \$6,500.00 and this will be on the town meeting warrant.

**Brochure:**

The brochure is ready to be printed. There will be 1,000 printed which will be placed at the Town Hall, Library, and schools. It will also be placed on Facebook. Tina will send Charlie the PDFs.

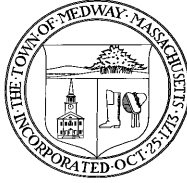
The Committee was made aware that the storywalk program was approved and will be moving forward.

**Town Meeting:**

The Town Meeting will be held Monday, November 16, 2015.

Dan Hooper is too busy to make a plan and the funds are already approved.

**Update on Field Material:**



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

The Committee was made aware that there is about \$195,000 left over from the field project. It is being spent on fixing issues with the original baseball field. The bid specs are being checked about the material on the new trail. The oversized stone will be fixed – It's just a matter of who will do it.

**2015 Massachusetts Trail Conference:**

Member Legee is planning to attend the 2015 Massachusetts Trail Conference on November 14, 2015.

She is planning on attending the following workshops:

- Trail Planning and Design for Wildlife Impacts
- Imperative and Way Finding Signage Design and Implementation
- Accessible Trail Design and Construction
- Sustainable Trail Design and Construction

It was suggested if there is information on trail easements to pick up this literature.

**Adams Street Meadows:**

The Committee was informed that the inmate work crew did a lot of work on the Adams Street meadow. The tasks completed included:

- Anderson Trail: cut and cleared overgrown brush; stripped and painted fence.
- Cleaned up litter at stonewall.
- Widened trail and debris was hauled.
- More than 50 invasive buckthorn shrubs were cut and bagged to prevent regrowth.
- All remaining brush was cut and removed.

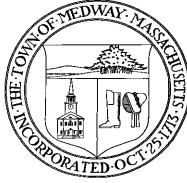
The crew is planning on having another work session on October 15<sup>th</sup> and 16<sup>th</sup>. The Open Space Committee would like to have someone there to touch base with workers three times a day. Joanne, Denise and Tina will figure out the coverage of days. Fred Sibley also indicated that he wants to have the crew paint the picnic table.

The Chairman has sent a thank you note to the inmates for their service.

**Action Item:**

- Get flagging tape to mark trails to the east of the high school fields.





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

**Gardening Project:**

Member Williams did look at reviews and there was a lot of information on edible perennials and edible native plants. She is not sure how this type of program would relate to open space. If he has a program on Native birds/flowers and could make it relevant, it would be worth it, but the other issue is that open space has no budget to fund this type of program. John Root, the presenter, may be able to obtain a cultural grant. Member Williams agreed to ask him about his availability to offer a program in the spring, and to ask him to apply for a grant.

**Open Space Plan Goals:**

The members were presented with Goal #1 of the Open Space Committee. The Chairman would like the members to review and provide any comments. This will be on the November agenda.

**Other business:**

**Trees:**

- Member Williams brought up to the Committee that there are several newly planted trees in town that have been set too deep, which could cause them to fail. Ex. Rt. 109 and at High School. She suggests that members of open space report incorrectly planted, as well as damages trees in town (in a supporting role to the tree warden), and in making sure that landscapers/developers have and follow instructions on correct planting as approved by the tree warden and tree specialist.

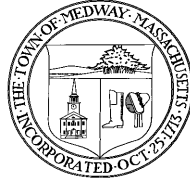
**Action Item:**

- Joanne will note the trees which need adjustment and keep a running log.
- Joanne will prepare a draft of a letter to the town and forward to the Chairman for review and offering this support role & asking who should be informed about trees needing adjustment.
- Jim will look at trees for Rt. 109 project to see if they are native trees and sustainable.

**Capital Improvement Planning Committee:**

Peter Segress is the liaison to the open space for the Capital Improvement Planning Committee. He did explain that the DPS did put forth for \$15,000.00 for beautification. In August, the request should have been submitted.

Chairman Wright indicated that most of the open space items go through CPC for funding.



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

**Adjourn:**

**On a motion made by Tina Wright and seconded by Charlie Ross, the Open Space Committee voted unanimously to adjourn the meeting at 9:04 pm.**

Respectfully Submitted,

Amy Sutherland  
Secretary



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

**Meeting Minutes  
Tuesday, November 3, 2015**

**Medway Senior Center  
76 Oakland Circle**

<b>Attendance</b>	<b>Tina Wright</b>	<b>Jim Wickis</b>	<b>Charlie Ross</b>	<b>Joanne Williams</b>	<b>Denise Legee</b>	<b>Mike Francis</b>	<b>Bruce Hamblin</b>
Present	X	X	X	X	X	X	X
Absent with notice							
Absent without notice							

**Also Present:**

Rich DiIluio, Planning Board liaison  
Jim Wieler, Facilitator of Master Plan Implementation

The Chairman opened the meeting at 7:00 pm.

**Extension of Adams Street:**

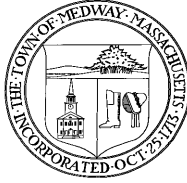
There was discussion about the various town meeting warrant articles.

**Article 7:**

The Open Space Committee was made aware that Article 7 (Land Acquisition – 54 R Adams Street) is to authorize the Board of Selectmen to acquire a portion of the parcel of land located at 54 R Adams Street. This land is now owned by George and Charlotte Lee. This is to be used for purposes allowed by the Community Preservation Act. The cost to purchase this land is \$75,000.00. This would be used for the trail from Adams to Lovering.

**Article 8:**

Article 8, for \$6,500.00, is to cover the Conway School plan previously discussed in the committee.



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

**Article 9:**

Article 9, for \$35,000, is to cover the design of the Adams-to-Lovering trail.

**Article 10:**

Article 10 covers the “Storywalk” project that was presented to the committee at the July meeting.

**Article 11:**

Article 11, for \$19,000, is to cover the required update to the town’s Open Space and Recreation Plan.

The town meeting is scheduled for Monday, November 16, 2015.

Member Wickis asked about how the committee would meet its prior commitment to reach out to residents of Iarussi Way when trail discussions in the adjoining town property resumed. The Chairman will contact them in advance of the Town Meeting.

**Open Space Goal #1:**

The members were asked to review the Open Space Goal #1.

**Section 8: Open Space and Recreation Goals and Objectives:**

The goals and objectives listed below represent an expansion of the goals listed in the Community Goals section. Some of the objectives may appear under more than one goal. They represent more specific, generally measurable, steps that can be taken to advance the goals.

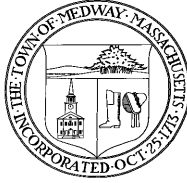
**GOAL 1: Identify and protect undeveloped land that directly affects aquifers and groundwater, wildlife habitats, ponds and waterways.**

**Objectives:**

Identify key parcels of land which are most important for protecting natural resources, including water resources and wildlife corridors.

Identify key parcels of land which are most important for protecting historic landscapes and/or community character.

Develop/implement a system of prioritizing parcels for potential acquisition.



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

Encourage/promote the incorporation of open space into new development plans (especially by the use of the open space residential subdivision (OSRD) and the Adult Retirement Community Planned Unit Development (ARCPUD) sections of the Zoning Bylaw), and use these tools to establish “eco-corridors” or greenbelts where appropriate.

Acquire additional conservation and open space lands. Encourage donations of open space by landowners.

Support the Open Space Committee to coordinate among Town Boards and Commissions, and contact land owners.

Increase public awareness of the value of open space, and encourage citizen input.

Suggestions:

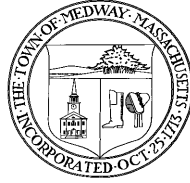
- Define goal of parcels which adhere to the mission statement:
- Recommend taking out the word “key” in relation to parcels since it is limiting.

Jim Wieler indicated that the analysis was completed for the review of the master plan. There were 266 action items and the open space has done a great job at addressing their goals. Jim will be sending in the executive summary to the Board of Selectmen.

**Willows ARCPUD Session:**

The Committee was made aware that the developer has submitted revised plans. There were two significant changes of interest to the OSC:

1. The applicant has made changes to the type of plants throughout the development which was based on the recommendation provided by Open Space Committee.
2. The trail network has been reduced and handicap accessibility has been removed. The Committee was made aware that the Conservation Commission want the trails on this site will be kept in their natural state. The Open Space Committee did like the initial plans which were going to include education pieces about the vernal pools and wetlands. Under the revised plan, the trails will not be ADA compliant. Member Hamblin is concerned about why the trails are not ADA compliant. It was suggested that he attend the meeting on Tuesday November 10, 2015.



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

There was a letter from Susy Affleck-Childs asking if the Committee is satisfied with the revised plans. The Chairman will send a letter to the Planning Board/Conservation about the concern that this is not able to be accessible to all residents and decision about not using the vernal pools as part of the trails with the educational component.

**Training Webinar:**

The Chairman will be taking an online webinar on accessibility. If any members are interested, she can forward the information.

**Work Crew:**

The Bridgewater crew had another productive work session the on October 15<sup>th</sup> and 16<sup>th</sup>. Growth along the stone wall at Idylbrook was cleared, more bittersweet was cut, and the side trail was reopened. There was further clearing near the water.

**Trail Standards:**

The Planning Board has asked that the Open Space work on creating trail standards which could be implemented within a decision. Jim Wieler has a copy of standards which could use as a working document. He will forward to the Committee.

**Amphitheater:**

There will be a meeting Thursday, November 5, 2015 at 10:00 am with Tina Wright, Tetra Tech and the Building Inspector.

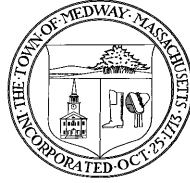
**Trees:**

Member Williams brought up at the last meeting that there were several newly planted trees in town that have been set too deep, which could cause them to fail. The goal would be to lift these before spring. It was recommended she contact DPS Director Tom Holder and Jim McClain.

Member Williams also prepared a draft of a letter which will be reviewed by the Chairman in regards to offering a support role & asking who should be informed about trees needing adjustment.

**Trail Marking:**

There was discussion about trail marking. There was a suggestion to use a bright color such as "Disney" red. Jim Wieler communicated that Home Depot sells trail marking paint.



**Town Of Medway  
Open Space Committee**

155 Village Street  
Medway, Massachusetts 02053

There are two follow-up action items:

- Member Ross is to walk the Adams trails that have been temporarily tagged by Members Williams, and Legee to see if he concurs with the marked routes.
- Members Ross, Williams, and Legee will select paints and mark the trails at their earliest convenience.

**Minutes:**

The minutes from October 6, 2015 will be tabled until the next meeting.

**Future Meeting:**

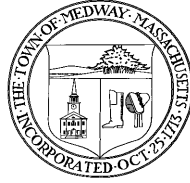
- **Tuesday, December 1, 2015.**

**Adjourn:**

**On a motion made by Charlie Ross and seconded by Mike Francis, the Open Space Committee adjourned the meeting at 9:30 pm.**

Respectfully Submitted,

Amy Sutherland  
Recording Secretary



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

**Meeting Minutes on December 1, 2015**

**Medway Senior Center  
76 Oakland Circle**

<b>Attendance</b>	<b>Tina Wright</b>	<b>Jim Wickis</b>	<b>Charlie Ross</b>	<b>Denise Legee</b>	<b>Joanne Williams</b>	<b>Mike Francis</b>	<b>Bruce Hamblin</b>
Present	X	X	X	X		X	X
Absent					X		

**Iarussi Trail:**

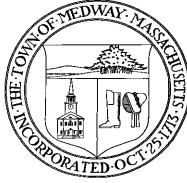
Residents from Iarussi Street were present at the meeting.

**Residents Present:**

Eric Lindstrom, 3 Iarussi Way  
Stephanie Patte, 13 Iarussi Way  
Joseph Connolly, 10 Iarussi Way  
Roman Popko, 12 Iarussi Way  
Michael Murphy, 11 Iarussi Way

Jim Wieler (Chair, Trails Task Force) explained to the residents that this trail has been in the works dating back to the 1990s. It was mentioned conceptually in the 1999 master plan. In 2009, it was specifically included in the master plan. The recent town meeting article approved the funding for a design contract which will look at possible routes and provide an engineering design, especially for the difficult areas such as wetlands crossings. The Board of Selectmen will meet and sign the contract with Beals and Thomas. The wetlands will be flagged by Beals and Thomas. The town will be applying for a state grant to help fund construction. One of the residents was concerned about the parking on Lovering Street. All were in agreement that there will be no parking on Iarussi. The residents were informed that there was a meeting on site with the conservation commission agent and a representative from the Department of Environmental Protection. The residents were reassured that they will be part of the process. The site will be walked again at the end of the week by the conservation agent. The residents would like to be part of an email distribution list for any information regarding the trail. The town as established a trails task force for this project. Charlie Ross is the OSC liaison to the task force. Charlie will





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

report monthly on progress. Michael Murphy from 11 Iarussi will be the lead contact representative for the Iarussi residents and is becoming a member of the task force.

**Brochure Distribution:**

The Chairman has copies of the recently printed brochures. These will be placed through the town at various locations.

**Action Items:**

- Library : Mike
- Schools: Bruce
- Plastic sleeves place at kiosk
- Research display holders
- Put labels on brochure that this is available on website
- Further printing include this was funded by CPC.

**Lee Property:**

There is a concern about it being hunting season and safety concerns for people walking on this land. The Committee will investigate policies on hunting on town property and whether marking (e.g., with signs) may be appropriate in the future.

**Email Communications:**

The members discussed the open meeting law as it relates to email communications. There is to be no deliberation on decisions over email. The triggers for deliberation would be including at least a quorum (4 members) in an email thread and expressing an opinion within the committee's scope.

**Volunteer Tasks:**

The open space committee discussed that they do a lot of volunteer work and it might be beneficial to coordinate these efforts through a club or group that would be completely independent of the town. Some residents will be actively pursuing this in the next month.

**Action Item:**

- Paint and trail markers – pick a color and blaze the inner and outer trails in the Adams Street woods. (Charlie, Denise, and Joanne)



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

- Set up a meeting with Stephanie Mercandetti about rewriting the Charter about systemizing committee work. (Tina)
- 

**Outreach:**

There are currently 256 followers on the Open Space Facebook page.

**Trail Conference:**

Member Legee and Francis attended the trail conference. The session Denise attended was about boardwalks. This information was shared with the committee. The Town of Acton was references. The second session Denise attended was in regards to wildlife and the importance of designing the trails around the sensitive wildlife habitats. Denise will forward her information about the workshops to Jim Wieler.

There was discussion about unleashed dogs on the trails. The workshop Denise attended made reference that some unleashed dogs could go into nesting areas. There is signage at some of the open space areas about dogs, but it is not consistent through town. There is a dog leash bylaw.

**Action Item:**

- Denise will write a draft of why there is a need for dogs leashed on the trails.

**Conway:**

The Conway Project will be presented to the Board of Selectmen for signatures. The Open Space Liaison will be Jim Wickis.

**Bresnahan Landing:**

The Chairman spoke to Tucker Landscaping about providing a concept plan for cleaning up and landscaping the area.

**Amphitheatre Access:**

The Open Space Committee is in receipt of a letter from Tetra Tech dated November 30, 2015. This is a proposal to the Medway Open Space Committee for a concept design of access and site improvements at the Amphitheatre. The cost estimate is \$3,000.00

**On a motion made by Jim Wickis and seconded by Charlie Ross, the Committee voted unanimously to recommend the cost estimate from Tetra Tech as provided in the amount of \$3,000.00.**



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

There was discussion about a 12 by 12 gazebo. There was a question if this type of structure would be allowed. A copy of the deed was provided and there is language about the exemption of active recreational purposes. It was suggested that this be discussed with Town Counsel.

**Action Item:**

- Carding Machine (Mike will call Sturbridge Village to see if what's on the Amphitheatre is similar to a machine that they have)

**Minutes:**

**October 6, 2015:**

**On a motion made by Charlie Ross and seconded by Jim Wickis, the Open Space Committee voted unanimously to accept the minutes from October 6, 2015.**

**November 3, 2015:**

**On a motion made by Charlie Ross and seconded by Bruce Hamblin, the Open Space Committee voted unanimously to accept the minutes from November 3, 2015.**

**Work Crew:**

The inmate work crew will be in Medway on Monday, December 7 and 9, 2015. One day will be spent in the Meadow. The second day will be at Idylbrook. The DPW indicated that they will pay for the lunch for the inmates. There was a suggestion to have the crew remove the brush and debris pile near Adams Street.

**Other business:**

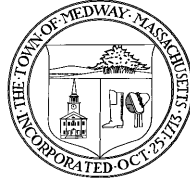
Jim Wieler indicated that there is a need for one or two additional kiosks near the Betania II property boundary. The map was shown referencing where the kiosks should be placed. Charlie Ross mentioned that our long-term plans should also include a kiosk where the Choate-High School trail departs into the woods from the Choate Pond loop trail.

**Future Meeting:**

- Tuesday, January 5, 2015.

**Adjourn:**

**On a motion made by Denise Legee, and seconded by Charlie Ross, the Open Space Committee adjourned their meeting at 9:36 pm.**



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

Respectfully Submitted,

Amy Sutherland  
Approved January 5, 2016