



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

Meeting Minutes on January 25, 2017

**Medway Senior Center
76 Oakland Circle**

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

Also Present:

Susy Affleck-Childs, Planning and Economic Development
Bridget Graziano, Conservation Commission Agent

The Chairman called the meeting to order at 7:00 pm.

Open Space Master Plan Discussion:

The members are in receipt of a document entitled “Request for Proposals Update to Medway Open Space and Recreation Plan.”

The Town of Medway is requesting consultant proposals for the preparation of an update to the current Medway Open Space and Recreation Plan. This document was last revised back in 2010.

Member Ross expressed his concern about the amount of money to do this RFP and questions if it is worth it.

Susy Affleck-Childs explained that if the town has any opportunities for grants, this needs to be in place and up to date. There was an interdepartmental meeting and it was the consensus that this is a great time to pursue consultant help on this since the town is in the process of working on the park project. This document could provide guidance to the various departments and committees along with the Board of Selectmen.

Member Francis indicated that this type of document would help with some of the functional questions along with providing more opportunities for seeking grants.

The members reviewed the Request for Proposal.



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The section with the goals for updating the OSRP was reviewed. The goals will provide guidance/criteria for the town to use in considering the future acquisition of land/easements for open space, trails and recreational activities.

The Committee would like to establish a more in depth plan for managing the towns open space resources.

It was also noted that it would be helpful to have language to assist the town staff in determining roles and responsibilities for town and private entities to manage the open space resources. This needs to be better clarified.

Susy noted that there will be a higher level of participation expected in creating this document. There will be dialogue and joint meetings among key departments to make this document one that all can use. It would be similar to the design review document. This did not happen when the last report was done. The consultant will provide a schedule with tasks which will need to be accomplished within the timetable. Susy also indicated that this document should be not only open space perspectives, but the community. This outreach will need to be completed.

There was a question if we are obligated to have this plan.

Member Hamblin responded that through his previous work in other towns, no grants got funded without a plan. He agrees that it is important to have this in place.

Member Wickis communicated that the open space committee is advisory and the BOS have done previous negotiations with land acquisition and the open space committee was not consulted. The last plan did not help with the maintenance of these parcels. The open space committee has no budget for the maintenance which is needed. There needs to be clarity on who is responsible for the maintenance and hopefully the plan could provide this.

Member Legee thinks this is a good idea and should be used as a guideline for OSC projects and tasks.

Susy responded that this process would include input from representatives from the various departments and committees.

Member Francis supports the update of this and agrees that the RFP needs to go out to bid. He would like to see the section on roles and responsibilities broadened by including the DPS, BOS, and Conservation etc.



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Bridget Graziano noted that she is glad the environmental inventory, mapping and analysis identification of the natural resources is included. There was a suggestion that there should be language about invasive species.

Chairman Wright agrees that this RFP needs to be done. She also would like to see a second phase if the RFP which would include land management. This proposal could go in front of CPC.

The town does not have town employees who can own the management portion of the parcels.

Bridget would like to see that this land is monitored for encroachment.

The Open Space Committee is in agreement that land management should be a second phase of the proposal. There would need to be a cost estimate for 12 management plans. This number would need to be provided to CPC.

The Open Space Committee wants to make sure that there will not be an overlap of what has already been completed in previous reports.

Next Steps:

- Put together a two part proposal for CPC regarding funding including the management piece as the second phase.
- Susy will follow-up with Mark from CPC about the proposal.
- Warrant Article submission.
- Start the RFP process by May.
- Begin work July 2017.

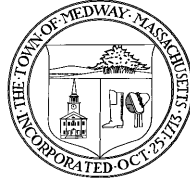
On a motion made by Bruce Hamblin and seconded by Denise Legee, the open space committee voted unanimously to move forward with the RFP. (Member Ross abstained).

Future Meeting:

- Tuesday, February 7, 2017 at 7:00 pm

Adjourned:

On a motion made by Charlie Ross, and seconded by Denise Legee, the Open Space Committee voted unanimously to adjourn the meeting at 8:45 pm.



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Respectfully Submitted,

Amy Sutherland
Approved February 8, 2017