

**The Town of Medway
Open Space Committee
Meeting Minutes on September 4, 2018**

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

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

Also Present: Julie Harrington, Director of Parks and Recreation.

The Chairman opened the meeting at 7:20 pm.

Julie Harrington, Parks and Rec Director provided an overview of her responsibilities as the Director of the Parks and Recreation. One of the top priorities includes maintaining the existing fields and creating a priority list of programming events. She wants to work collaboratively with the Open Space Committee.

Reclassification of Sign Money:

The members were made aware that there is \$7,000 left from the \$25,000 which was allocated for the kiosks.

It was suggested to broaden the definition of what can be purchased with this money so that other items could be purchased for the betterment of trails. It was recommended that Open Space Committee ask CPC for \$10,000 for the betterment of trails and signage. The Committee would like this much allocated each fiscal year.

Amphitheater Update:

Member Francis explained that there was a productive meeting in regards to the Amphitheater with Planning Board member Matt Hayes and Town Administrator Michael Boynton. The intent is to still have a trail path down to the Amphitheater. There is accessibility at the lower section. A parking resolution may be worked out with the abutter. The town will work on options and language which would deal with possible encroachment and being able to secure a 10 ft. easement. Member Hayes will follow up with Tetra Tech to get copies of any reports done on the amphitheater site. Member Francis will also follow-up with Tetra Tech. There was a suggestion to have a follow-up meeting with all parties.

Member Williams suggested doing a poster board with a gazebo and sketch with views of the Amphitheater.

OSRP:

Proposed OSRP goals grouped according to general themes:

Member Wickis provided the members with a working document which he developed to assist with discussion about the various tasks of the OSRP goals. The noted recommendations will be noted in *italic*.

Proposed OSRP goals grouped according to general themes

Acquisitions, expanded use of currently available lands

18. (25) Develop a rail trail master plan from Holliston Street east to Millis; secure funding: CED, MAPC, OSC, MTC, On-going

9. (15) Establish a forest stewardship program at the Klein Conservation Area; consider acquisition of abutting properties between Choate and High School for creation of a Town Forest: CC, OSC 2021-25

11. (18) Identify subdivisions with drainage parcels and explore opportunities for connections with open space parcels: PEDB, OSC, CC 2022-2025

14. (21) Develop working relationships with land owners and understand the types of opportunities for conservation that may be appropriate for each parcel (easements, conservation restrictions, fee acquisition, etc.): OSC, BOS, CED On-going

15. (22) Strategically pursue lands of conservation and recreation interest (easements, conservation restrictions, fee acquisition, etc.): OSC, BOS, CED, CPC On-going

16. (23) Acquire properties adjacent to the Medway Community Farm for expansion of farm Operations: BOS, AC, CPC, OSC On-going

19. (33) Utilize opportunities to develop pocket parks on vacant town-owned lands, new subdivisions, new commercial/industrial developments/redevelopments; develop program for working with neighborhoods on pocket park design, construction and stewardship: CED, BOS, OSC On-going

20. (34) Communicate with neighboring communities to explore opportunities for trail connections, particularly in Holliston, Millis and Bellingham, and to create larger blocks of contiguous open space: MTC, CED, OSC, MAPC, On-going

21. (35) Work with the local utility companies to allow public access along utility rights-of-way: OSC, TC, MTC, DPS, TA, BOS 2019-2025

Encouraging public use of open space, through improved access and education

25. (39) Develop a coordinated marketing campaign that includes all of the education and outreach tasks identified here: CC, EPFRAC, PC, OSC, On-going

26. (40) Promote and market trail maps available for town lands: MTC, CC, OSC, CED, On-going

27. (41) Continue to develop directional and wayfinding signs for all publicly accessible parks, conservation areas, open spaces, and recreation facilities: CC, EPFRAC, PC, OSC 2019-2025

10. (17) Evaluate public accessibility and parking at conservation areas and develop and implement plans for improvement: OSC, MTC, On-going

- 28. (42) Educate residents about invasive species control practices through workshops and outreach materials (brochures, etc.) to be developed: CC, OSC, 2021
- 31. (47) Develop interpretive signs/displays for place-based learning in conservation areas about plants, animals, natural communities, and historical significance: OSC, CC, 2022-2025
- 30. (46) Sponsor community education events at local parks and conservation areas; develop brochures, fact sheets, lecture series, videos, etc. about topics: OSC, On-going
- 29. (43) Develop programming with Medway Schools to engage kids in the local environment; develop Outdoor classroom at a local conservation area or on school grounds: MPS, CC, OSC, 2020-2025

Management of open spaces

- 1. Complete baseline document reports (BDR) for town-owned open space/conservation areas; prioritize properties that have been acquired with CPA funds: CC, OSC, On-going
- 2. Complete management plans for town-owned open space/conservation areas: CC, OSC, On-going
- 3. Mark boundaries on properties with completed BDRs: CC, OSC, DPS, 2020-2023
- 4. Develop detailed biological inventories (plant and animals) for properties of high ecological value (Chicken Brook corridor, Charles River corridor); report rare species to NHESP for documentation/certification: CC, OSC, On-going
- 5. Establish annual monitoring program for properties with BDRs and management plans: CC, OSC, 2019
- 6. (8) Establish a volunteer stewardship program to assist with maintenance of conservation areas (general maintenance, invasive species control, biological inventories, etc.): OSC, CC, MTC
- 7. (10) Establish sound practices for managing invasive species on town-owned land; implement invasive species control practices: OSC, CC, DPS, PC, 2020
- 8. (12) Review Town bylaws, rules, and regulations and amend to allow dogs “under control” and their owners to access trails: CED, OSC, MTC, 2020-2021
- 24. (38) Prepare park master plan for former VFW property on Holliston Street, recently acquired by Town: CED, OSC, BOS, 2019-

Farming focus

- 17. (24) Work with farmers across Medway to seek permanent protection of farm land: BOS, AC, CPC, OSC On-going
- 22. (36) Collaborate with Agricultural Commission to identify programs to preserve and support local agriculture, including the use of Agricultural Preservation Restrictions (APR): AC, OSC 2019
- 23. (37) Inventory existing farms and farm products; develop marketing brochure for local farm Products: AC, OSC 2019

Some freestanding goals

- 32. (48) Explore having Medway Trails Club establish itself as a 501c3 to expand funding opportunities for trail projects MTC, OSC, 2019-2020
- 33. (49) Encourage community participation in the OSC to support sustained implementation of OSRP: OSC, On-going

34. (52) Coordinate outreach about open space initiatives with School Department; utilize Community Update and school administration newsletters as outlets: SC, OSC, CED, On-going

The Chairman will forward the recommendations to Susy Affleck-Childs.

Acceptance of Minutes:

On a motion made by Denise Legee and seconded by Charlie Ross, the Committee voted unanimously to accept the minutes from July 31, 2018, with revisions.

Future Meeting:

- October 2, 2018

Adjourn:

On a motion made by Charlie Ross and seconded by Joanne Williams, the Committee voted unanimously to adjourn the meeting at 9:20 pm.

Respectfully Submitted,

Amy Sutherland
Recording Secretary

Approved November 6, 2018