



Open Space Committee

Date: Thursday, November 12, 2020.

Time: 7:30 PM.

Location: Conducted by Zoom remote participation

Meeting Minutes

Present: Ann LeRoy, Elisabeth Carr-Jones, Brian Kelder, Emily Nink, Wendy Richter, David White, Emily Sullivan

Absent: Phil Lasker, Teresa DeBenedictis, John Pickle

1. Open Space and Recreation Plan (2015-2022)
 - a. The \$35,000 CPA grant for updating the Open Space & Recreation Plan was approved by Town Meeting in June 2020. The Revised Plan must be submitted to the State Division of Conservation Services by May 2022. An RFQ was publicly posted soliciting the work for this update in October 2020. Emily S. and Ann had a virtual briefing for the RFQ with interested firms on October 21, 2020. The Committee received two proposals for the plan update, from Horsley Witten and the Metropolitan Area Planning Council (MAPC). Prior to this meeting, Emily S. asked Committee members to evaluate both proposals using a standardized evaluation form.
 - b. The Committee reviewed both proposals as a group. Both proposals were strong, however the Committee ranked Horsley Witten's public engagement plan higher than MAPC's. The Committee also thought that Horsley Witten's project team staff had a stronger technical and more diverse professional background. Emily S. said that she would tally all of the evaluation forms to calculate exact scores and conduct a reference check.
2. Review/approve Minutes of October 22, 2020
 - a. Minutes of the October 22 meeting were reviewed and approved by all members present.
3. OSC Administration/Communications
 - a. Emily N. updated the Committee that she had met with the Town Manager, Adam Chapdelaine, and would be appointed as an official Open Space Committee member by the Select Board on November 30, 2020. Emily S. will find out about the swearing in process for the Clerk's Office for Emily N. as a new member.
4. Updates: CPA/CDBG projects
 - a. David updated the Committee on the status of Reservoir Master Plan Phase 2. A fence has been installed along the garden
 - b. Emily updated the Committee on the status of Wellington Park Phase 3, which is finalizing construction documents to get ready for bid.
 - c. Ann stated that three CPA projects were on the Special Town Meeting warrant, scheduled to begin on November 16, 2020.

5. Other News and Reports

- a. Relocation planning for the VA memorial at Broadway Plaza is on hold.
- b. Mugar/Thorndike Place: An updated wetlands delineation was submitted to the ZBA on October 22, 2020 and an updated comprehensive permit application was submitted to the ZBA on November 3, 2020. The ZBA has scheduled a hearing on the wetlands and stormwater management components of the project for November 24, 2020.
- c. Mirak: The State is still reviewing the eligibility of this comprehensive permit application, and nothing has been submitted to the ZBA yet.

Meeting adjourned at approximately 9:20 PM.

Next Meetings: 12/10/2020, 1/28/2021

Submitted by
Emily Sullivan