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Open Space & Recreation Plan Committee (OSRPC) Meeting Minutes<sup>1</sup>

June 1, 2021

Town Clerk Shirley Schult opened and led the virtual (Zoom) meeting to order, and did a roll call:

Present: Shirley Schult, Town Clerk, OSRPC members John Bartlett, Jack Bowen, Justin Damon, Marlies Henderson and Michael Rosa

Absent: Matthew Moll.

Marlies Henderson says she has not been able to obtain contact information for Matthew Moll; not with Town Clerk's office, nor with the Confidential Executive Assistant of the Select Board.

1. First agenda item: Open mic. Zoom moderator Clancy Main stated there were no hands raised; no public comment.
2. Next agenda point: Reorganization. The Town Clerk explained that a chairperson and a secretary are mandatory officer positions; a vice-chairperson is optional. She opened the floor for nominations for chairperson. Marlies Henderson made a motion to nominate Michael Rosa as chairman, seconded by Michael Parker. No more nominations followed.

Town Clerk entertained a motion to close nominations. So moved and seconded.

Roll call to appoint Michael Rosa as chairman of the OSRPC. Unanimous vote in favor.

Chairman Michael Rosa took over the formal meeting business from Shirley Schult, and opened the floor for nominations for vice chairperson. Marlies Henderson made a motion to nominate John Bartlett as vice-chairperson, seconded by Justin Damon. No more nominations followed. Michael Rosa asked for a motion to close nominations. So moved and seconded. Roll call to appoint John Bartlett as vice-chairman of the OSRPC. Unanimous vote in favor. Michael Rosa opened the floor for nominations for secretary. Justin Damon made a motion to appoint Marlies Henderson as secretary; Michael Parker seconded it. No more nominations followed. Michael Rosa asked for a motion to close nominations. So moved and seconded. Roll call to appoint Marlies Henderson as secretary. Unanimous vote in favor.

3. Members discussed OSRP Committee charge expansion. Marlies **Henderson** will study the Massachusetts OSRP Workbook for the charge of the OSRPC, and if possible, how to expand the charge with effectuating its implementation. She will report back at the next meeting.

Michael Rosa stated that the Master Plan 'Open Space & Recreation section of the Master Plan is / should be same as the OSRP. We should compare and evaluate. John Bartlett said half of the OSRP deals with ADA; the committee should have representation by the Commission on Disabilities. What determines appointments and representations? OSRPC members will **all** study the Workbook.

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<sup>1</sup> Note: Action item names and votes in bold font.

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John Bartlett explained that the OSRP is a requirement to be eligible for state grants; the format is dictated by the state. Grant requests must reference the OSRP. He also pointed out that the committee should start the process working on the next (2023) OSRP since the OSRP is a 5-year plan with 2 years of review. OSRP requires a warrant article by OSRPC or town manager with funding request to hire a consultant. Michael Rosa will ask the town manager for the previous OSRP funding appropriation warrant article. Marlies Henderson wonders if the new plan is due by 2025 (7 years later).

4. Marlies Henderson screen-shared the electronic Workbook 7-year action plan, to give members an idea of what it currently entails. Clancy Main has printed 7 copies of the current 2018 OSRP – one for each member, ready for pick-up, to all study the plan and make notes for the next meeting.
5. Michael Rosa would like to see a list of town owned properties, whether open space or not, including tax title land, Charter 97, 61 A and 61B tax deferral land for which the town has the first right of refusal, conservation restrictions, and state owned land, federally owned land, as well as privately owned open space parcels - to determine contiguous tracts of land. He envisions protection of remaining open space in perpetuity.

Marlies Henderson reported that the Planning Board chair suggested an Open Space Overlay. She will get details on what an open space overlay involves, or how it could (or could not) be beneficial.

John Bartlett said that Table 13 in the OSRP lists all open space parcels.

Justin Damon speaks in favor of the open space overlay option; he was concerned that Jones Forest / sandpit might be zoned industrial.

6. All agree OSRP meetings can be held monthly, on the first Tuesday. Michael Rosa asks that members present agenda item requests with him by the Thursday preceding the meeting, in order to post the agenda conform Open Meeting Law.
7. Marlies Henderson makes a motion to adjourn, Michael Parker seconds. Roll call follows: Unanimous vote in favor. Meeting adjourned.