

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

Meeting Minutes on September 2, 2014

**Medway Senior Center
Oakland Circle**

Attendance	Tina	Jim	Paul	Pat	Mike	Laura	Bruce
Present	X	X	X	X	X	X	X
Absent with notice							
Absent without notice							

The meeting was not opened until 7:00 pm when the Chairman arrived.

Minutes:

On a motion made by Laura Bockoven and seconded by Paul Marble, the Committee voted unanimously to accept the minutes from August 5, 2014 with the noted revisions.

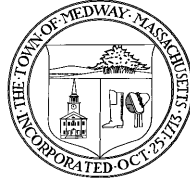
Canoe Launch:

Some of the committee members attempted to clean up and remove trees in the river. One of the trees is very large. There is a concern that this tree will become dangerous to the canoers. There was also a homemade rock dam built which made navigation difficult. The Conservation Agent and DEP should also be notified. For a short term solution, something needs to be done to allow the canoes to get through. It was suggested to do one more work session. There are several tires which needs to be removed. Member Marble volunteered to assist with the removal and will bring them for disposal at the transfer station. He will contact Tom Holder to make sure he can bring the tires down to be disposed.

The Chairman informed the Committee that the Conservation Agent did walk the site. The project has not been released yet. She was not happy with the barrier on the west side on the edge since there will be run-off. This will need to be reseeded. There was also discussion about the maintenance of this area. There were invasive which need to be removed. Bridget indicated that she could put some of this in her budget.

It was suggested to go to CPC for funding on the following items:

- Rain garden
- Bench
- shrubbery



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There was discussion about holding an Opening Ceremony. The Committee would like to have this advertised in the local papers.

Opening Ceremony Ideas:

- Ribbon Cutting
- Open house between 1-3
- Parking may be an issue
- Invite Board of Selectmen along with possible representatives from the State
- Acknowledge the family who donated land,(a sign and invite representatives from family)
- Engage Charles River Watershed
- Invite Fish & Game
- Pick a date for Ceremony

There was a suggestion that a caution sign may be needed at the entrance. This will need to be handled by the DPW since they make and install the signs.

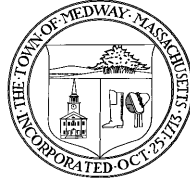
Amphitheater:

The Chairman walked the amphitheater site with the Conservation Agent and the new Town Administrator. It was suggested to go with a 3/8 compact stone instead of stone dust. There was also discussion that the parking spaces need to be better delineated. Many of the invasive plants are coming back. The Conservation Agent indicated that she could get someone there in a week to clean this area up. Bridget indicated that she would talk with Tom Holder about maintenance of this area. The area was mowed once by the town.

The Committee does not think an independent contractor is ideal, but agree that the maintenance would get done.

In regards to finance there has not been a budget for this and there needs to be a set budget item to maintain open space.

The Committee wants clarity on why Thayer House is being maintained but other open space areas are not. The maintenance plans were put in place but have not been implemented. An email



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has been set to the Department of Public Works, but the Committee has not received communication back.

Briggs Trail:

Member Francis forwarded an email about the Briggs Trail. The Committee wants to be on the distribution list to inform us when the trail phase is going to be started. The Committee is assuming that this will be last phase of the construction. It was recommended that the Conservation Agent also be part of this discussion. She will be doing part of the flagging. Member Francis also wants to be present for this. The Chairman took the Conservation Agent to the site and it was walked. The Committee suggested setting up a time to walk the site with the Conservation Agent, DPW Director and the Open Space Committee. The Chairman will follow-up to all parties to determine a date and time.

Sign Kiosks:

- Pressure treated posts
- Roof Color options: (green)
- Paint sign and letters. (white)

The money has been approved at town meeting. The cost of kiosks is coming in below budget. There will be money for brochures.

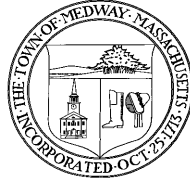
There is a commitment from DPW to build and install. There has been information provided to them about how to install.

These will be delivered in October 2014.

Brochure:

The Chairman met with a graphic artist about the brochure idea. A draft sample was provided. The following were suggested:

- Include GPS mapping – Pat could assist with this aspect
- Agreed with the Tri-Fold
- Provide a mapping key
- Provide a PDF of brochure for website
- Provide a link on website where the selected area “Idylbrook” will then have a link to the trail with directions.
- Seek a quote to mail these to every household.
- Insert in Medway/Millis News



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There was discussion about going with a bigger brochure which would be a four-fold instead of three fold. This would cost more money. A follow-up cost estimate will be provided.

It was suggested that this information can then be provided at each of the kiosks. It was recommended to put a QR code on the Kiosk and brochure. This could also be on the website, link etc. Member Marble will look into this.

Website:

Member **McHallam** will work on putting on map links on the website.

Other Projects:

Future Canoe Launch:

Member Hamblin will check with State about a canoe launch near Shaw Street. There are easements for two parcels. There are some erosion issues. This could be a good observation area and it has the possibilities for many things. The issue would be parking. Some members do not think this is an ideal location. Member Hamblin will look at the various locations.

The Open Space Committee would like to invite the Town Administrator to the next open space meeting which is scheduled for Tuesday, October 7, 2014.

On a motion made by Paul Marble and seconded by Mike Francis, the Committee entered into executive session to discuss the possible purchase of property. The Committee will not enter back into open session, but will adjourn their meeting from executive session.

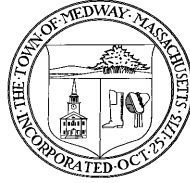
Roll Call Vote:

Pat Marble	aye
Bruce Hamblin	aye
Pat McHallam	aye
Mike Francis	aye
Tina Wright	aye
Laura Bockoven	aye

The open session adjourned at 8:45 pm

Respectfully Submitted,

Amy Sutherland



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Recording Secretary