

Open Space and Recreation Plan Committee Meeting MINUTES – August 15, 2023

Members Present: Tania Lillak (Chair), Toni Bandrowicz (Vice Chair), Steve Banks, and Brian Longin.

Members Absent: Sierra Muñoz, Danielle Strauss (Recreation Director), Verena Karsten (Tree Committee), and Angela Ippolito (Planning Board)

Town Representatives: Marzie Galazka (Community & Econ. Develop.); David Grishman (Chair, Select Board)

Other Participants: Lauryn Hart, candidate for membership in OSRPC

Meeting called to order and recording started at 7:02 pm

1. Minute taker assignment: Toni Bandrowicz

2. Public Comment: None

3. New Business:

New Member: Ms. Hart was introduced to the OSRPC and unanimously voted in as a new member after motion by Ms. Bandrowicz, which was seconded by Mr. Banks.

Community Preservation Act (CPA) presentation: As he has been doing with other committees, Mr. Grishman made a presentation to the OSRPC on the CPA, a funding tool which helps communities preserve open space, historic sites, and create affordable housing. The town is interested applying to be a CPA community and, to that end, forming a Community Preservation Committee (CPC) that will include members from town boards and committees, such as the OSRPC. Goal is to have CPC meet in September, have a proposal for the Select Board in March in time to have a warrant item for the May Town Meeting. He is looking for a member from the OSRPC to be on the CPC, and Brian Longin volunteered.

Charter/Bylaw Recommendations: The town had requested that boards and committees provide, by early September, any recommendations for changes or additions to the town's charter or bylaws. Ms. Bandrowicz questioned how specific the recommendations had to be, for instance, the town has a bylaw on lighting and it may be good to have lighting restrictions relating to bird migrations included, but the OSRPC members do not have expertise to draft specific language for such a bylaw. Mr. Grishman clarified that specific proposals not necessary, that the Select Board wanted general recommendations.

TIME SENSITIVES ACTION ITEM: OSRPC members are asked to review charter and bylaws to see there are any general changes/amendments the OSRPC can recommend by September 10, 2023.

Farmers Market Table: The town had also asked boards and committees if they want to have an informational table at one of the Farmers Market this summer. Ms. Bandrowicz noted that Conservation Commission will be having a table on August 27. There was a discussion on the type of info OSPRC could have at its table, and ideas such as the planned Green Corridor and support for open space at the Hawthorne property were mentioned.

ACTION ITEM: Ms. Bandrowicz will email Ms. Munoz, Mr. Longin and Ms. Galazka to see if it is possible to pull together info for a table for an October Farmers Market.

Hawthorne Property Use:

ACTION ITEM: Suggested that a task force be formed to promote the property be used as open space.

4. Approval of minutes: Brian moved to approve minutes from June 13, 2023, which was seconded by Toni, and unanimously approved.

5. Updates on Action Items from last meeting's minutes:

Goal 65. (*"Extend National Register status from the Lynn Line to Redington Street."*)

Ms. Galazka said that town is still trying, but having difficulty setting up a meeting with the new DCR commissioner. Ms. Ippolito was not present to say whether she had had a chance to follow up with Nancy Schultz of the Historic Commission.

Action Item: Ms. Galazka will be trying to schedule the meeting with the DCR Comm. possibility in September; check in with Ms. Ippolito at the next meeting.

Goal 53. (*"Find and install additional areas for kayak and small boat storage"*)

Mr. Banks said he met with Mr. Cresta, Ms. Meaney and Ms. Bandrowicz to look at potential sites at Fisherman's Beach (both on the beach next to the existing rack and on the parking lot). The other potential site being considered is at Whales Beach. As these areas are in Conservation Commission jurisdiction, filings will have to be made with the Commission, but it likely installation will not happen this season.

Action Item: Mr. Banks will be setting up another meeting with Mr. Cresta, Ms. Meaney and Ms. Bandrowicz to finalize plans and have required documentation prepared for the Commission.

Goal 69 (*"Develop and publish information on human interaction with wildlife"*) and

Goal 76 (*Investigate and protect wildlife corridors; add to Green Corridor map as needed.*)

Dan Proulx was scheduled to attend this meeting to discuss these items but was not present.

Action Item: Tania to follow up with Dan.

Goal 15. (*Acquire conservation restriction to protect open space land in perpetuity" Jackson Woods*)

As previously explained, a plan of land is needed for the necessary paperwork and Ms. Galaska was seeking but has not yet received a cost estimate for preparation of the plan.

Action Item: Ms. Galaska will continue trying to get a cost estimate for plan of land.

Goal 71: *(Work with ENHC to create signage along Byway indicating points of interest)*

There was some question about this item as there already are Essex Heritage Scenic Byway signs in town. Regarding signage in general, Ms. Bandrowicz noted that the town again did not approve money to hire a company to do “branding” for all town signage and that she, working with Ms. Galaska, were moving forward with having signs made by a local sign company for the White Court easement and will share the design it comes up with the OSRPC to see if could use similar design for other signs.

Action Item: Need to talk to Ms. Ippolito who may have more info on this particular goal relating to Scenic Byway.

Action Item: It was suggested that this goal be combined with Goals 47, 66, and 75 which all deal with signage; Mr. Bandrowicz and Mr. Longin will meet in September to discuss options for signage generally.

Goal #9 *(Ensure provision of playground/green space of the same square footage or more on site if property is re-used)*

Following up on the lengthy discussion at the last meeting on the playground / green space at Hadley property, Ms. Galaska explained that the RFP for the redevelopment of the school property when it is decommissioned has not yet been finalized, and that, once it is, it will go to the Select Board. She noted that the RFP currently does not have an open space requirement, and Ms. Lillak said that the Town Meeting vote had required open space, which she believed had to be 15% of the property.

Action Item: Ms. Galaska will check the Town Meeting vote to confirm the percentage of required open space and will raise this matter with the Town Administrator.

6. OSRP Airtable Review

Given that additional time was spent on new business, a review of Goals 1 -5 was tabled until the next meeting.

7. Student involvement

Goal #67: *(“Develop a program for a high school student to join the OSRPC each year”)* and **Goal #68:** *(“Develop and execute a plan for education in schools about the importance of open space and Town resources”)*.

Action Item: Ms. Hart and Mr. Longin will work on and develop projects for students, trying for recruitment in Fall when school begin.

8. Memorial/ Monuments policy (Goal #1):

As Mr. Smith has retired from OSRPC, there was discussion on the status of this goal. During the meeting Ms. Lillak shared electronically with the OSRPC the relevant documents to date, including policy and 2-7-23 letter to the Select Board.

Action Item: Follow-up with Select Board on adoption of the policy, and work with Historic Commission in future (which Mr. Smith is a member).

9. Property Acquisition (Goal 43):

Ms. Galaska said that the town did not get the funding for creating a trail at the **Archer St.** properties but she will be resubmitting a grant application. She also said that the third public forum on the **Hawthorne** property is postponed and will not happen in Sept.

Action Item: Ms. Galaska will keep OSRPC updated on both of these properties.

10. Green Corridor:

Goal 73: *Identify green corridor network system to connect open space & recreation facilities (streets and access easements)*

Previously, Ms. Bandrowicz said she would research green infrastructure and potentially identify locations for sidewalk drainage gardens, but has not had time to do yet and will, at some point need to discuss with Marzie the funding for such work and speak to Mr. Cresta of potential locations for bike path work. As mentioned in the discussion above, Ms. Bandrowicz noted that she and Ms. Galaska are working on having signage for White Court done by a local sign company, which could potentially also make Green Corridor signage. Mr. Longin noted that had previously discussed some possible designs.

Action Item: Ms. Bandrowicz and Mr. Longin will discuss a next step for Green Corridor, including signage, grant potential, etc.

11. Task Force update – Rights of Ways, Paper Streets, Public Ways & Easements

Goal 48:

Mr. Banks sent a letter to Ms. Galaska for KP Law asking the firm for a determination on town's jurisdiction over "paper streets" but have not heard back from the firm.

Action Item: Ms. Galaska will check in with KP law.

12. Community Development Update:

In addition to the updates under property acquisition discussed above, Ms. Galaska noted that: (1) the town received PARC grant funding and a pickle ball court at Phillips Park was chosen as the highest priority item; (2) Abbott Park play yard rehabilitation work is nearing completion; and (3) there is no further progress on the rail trail as waiting for peer review of project as required by MassDOT before can do 25% design. So, until peer review report responded to, can't give a timeline. She noted that the proposal is for entire rail trail from Bradley to Stetson.

13. Swampscott Conservancy update: Ongoing are the summer hikes hosted by the Conservancy, including the upcoming Nat'l Heritage "Trails and Sails" event walk at Harold King on Sept. 16, all of which are listed on the Conservancy's website at swampscottconservancy.org; Ms. Bandrowicz also noted that an Eagle Scout is working on trail maintenance and building a kiosk for Ewing Woods, and in October there will be the building of a stream crossing at the Forest River Connector trail.

14. Committee/Department update – Climate Action Plan (CAP)

As Ms. Muñoz was not present, there was no update.

15. Committee/Department update – Tree Committee (Goal #24, 28)

Ms. Karsten was unable to make the meeting, but sent the following update:

- Mr. Olivetti has taken over chairing the tree committee for a year (as there will be a yearly rotation of the chair);
- The committee is drafting a new Swampscott by-law for tree preservation (or updating the existing tree by-law);
- The organization for Fall planting has started; and
- The memorial arboretum rededication is still in the works.

16. Committee/Department update - Conservation Commission:

Ms. Bandrowicz noted that the Commission is still awaiting an application for the long-term repair to the sea wall that collapsed at Mission on the Bay. It will also be proposing that the town adopt a private seawall inspection and maintenance bylaw, as well as a local wetlands protection bylaw which many communities have adopted to supplement the state Wetlands Protection Act.

17. Committee/Department update – Historical Commission

Given that Mr. Smith is no longer on the OSRPC, it was decided that Ms. Lillak will ask for updates from both Historical and also Recreation before the OSRPC meeting. Also decided to add a committee update category for CPA.

*Item #17 will become **Committee/Department update – CPA** for the next meeting.

18. Committee/Department update - Planning Board:

No update as Mr. Ippolito (who is now an associate, not a full member of the OSRPC) was not present.

*Item #18 will become **Committee/Department update – Planning Board and Historical Commission** for the next meeting.

19. Committee/Department update – Recreation Commission:

No update as Ms. Strauss was not present.

20. Other business

None.

22. Confirmation of next meeting date

Next meeting is Sept. 12 which is planned to be in person, outside Town Hall (or inside if inclement weather).

Action Item: Tania will book room.

Meeting then adjourned and recording stopped.

Parking Lot

Goal 66: (*“Install unified signage at primary facility entrances as well as along connecting paths/roads”*). This will be added to other signage goals as noted above.

Goal 49: (*“Expand and improve public sidewalks along popular walking routes, especially Humphrey Street”*) Are Jersey barriers a permanent feature of the landscape? Could there be standards developed for sidewalk improvements? Ms. Galaska stated the town is surveying to look at using the barriers to improve the dining experience. Also looking to see if they can keep a designated bike lane connected to existing infrastructure.

Action Item: Ms. Galaska will present design once created.

Goal 64: (*“Examine public access and programming potential” - at Foster Pond*) There is a small piece of land that is off Windsor Ave. at the dam end of the pond that is owned by the Town. Ms. Galazka is looking for state grants to have a consultant do a design plan for the path from the road to the pond that is ADA accessible. Ms. Bandrowicz suggests that at some point should see if the resident that owns the property at lot #151 would put a conservation restriction on that piece of their property that abuts the pond and is next to the town owned land.

Action Item: Ms. Galaska to continue working on grant/CIC funding for design plans.

Goal #72: (*Explore options for additional trails HKF and on Aggregate property*)

6/13 Update: This will be put off until the Holcim Inc.(Aggregate) until the litigation with the town over the Earth Removal permit is resolved.

Goal #77: (*Investigate feasibility of adding water bottle refill stations along Green Corridor*) This would need to involve DPW as it would be a water main and maintenance issue. Are there existing water fountains that could be connected? Could also parallel with Rail Trail efforts. Tabling discussion until after Green Corridor is established via signage, painted indicators. Again this will be added to other signage goals.

