

Medway Open Space and Recreation Plan (OSRP) Update Task Force

Monday, August 14, 2017

Medway Town Hall, 155 Village Street, Medway MA 02053

MEETING MINUTES

Members Present: Matt Hayes, Chairman, Paul Atwood, Paul Mahoney, Glenn Trindade, David Blackwell, Denise Legee

Members Absent: Rich Eustis

Staff Present: Susan Affleck-Childs, Dave D'Amico, Tracy Rozak, Recording Secretary

Staff Absent: Bridget Graziano, Stephanie Mercandetti

Mr. Hayes, the Committee Chairman called the meeting to order at 7:35 pm.

1. Welcome to Anne Capra, Conservation Works, LLC.

The committee welcomed Ms. Capra to the meeting. Ms. Capra spent a few minutes telling the committee a little about herself.

2. Discussion of Project Schedule

Ms. Capra stated that she spoke with Ms. Graziano, Ms. Mercandetti and Ms. Affleck-Childs about two weeks ago by phone and they came up with a schedule. She reviewed it with the committee. Ms. Capra will draft a public survey tonight at this meeting and have it finalized after Labor Day. The first public forum will be held in September and she will start promoting it. The survey will remain open for about 65 days and be closed in mid-October. The second public forum will be held in mid-November before Thanksgiving. This forum will be more of a focus group. The third public forum will be held at the end of January/ beginning of February.

During this time, Ms. Capra will be gathering data, taking environmental and land inventories (*using draft maps from the Town*) and she will weave all this into the narrative and the report. By mid-March, Anne will work on a draft action plan and submit it to the state in the beginning of April. Ms. Capra recommends sending the draft plan to Melissa Cryan at the Massachusetts Division of Conservation Services (DCS) for review as well and not waiting until it is finalized. Ms. Capra also recommends that the final plan be reviewed at a public forum where people can ask questions. Ms. Capra stated that it is required to get letter of approval from the Chief elected official, the Planning Board and the Regional Planning Commission. Ms. Capra recommends that the Conservation Commission review and comment on it as well.

Ms. Capra stated that once the draft plan has been submitted to DCS for approval, the Town can then apply for any grant funding through the state. If you receive approval from DCS, the plan must be finalized before they will send you the grant funds.

Ms. Capra stated she plans to do the ADA assessment in September and have a draft ready by mid-October.

Ms. Capra will send an email to all the various board chairs and committees asking if they have any specific priorities they would like to discuss. If any of the boards have any priorities, she will then look over their action plans for the next several years.

Ms. Affleck-Childs asked the committee if there were any particular officials that Anne should target. Mr. Blackwell stated she should definitely meet with the Conservation Commission. Ms. Capra stated that she currently has plans to meet/talk with Tina Wright and Denise Legee of the Open Space Committee; David Travalini and David Blackwell of the Conservation Commission; Courtney Riley, Director of the Senior Center; Jim Wieler, Paul Atwood, and Dave D'Amico. Mr. Trindade suggested Ms. Capra get in touch with some of the youth groups like the Boy Scouts. Ms. Capra stated that she will and will also send out the survey to the schools if the school administrator will allow it. Mr. D'Amico suggested that Ms. Capra also send the survey to Shirley Bliss, Fields Permitting Coordinator.

Mr. Trindade suggested that we need to get moving on the plan if the first forum is going to be in September. Ms. Capra agreed and suggested we choose a date tonight and suggested September 19, 2017. Mr. Trindade stated it might be better to wait until the first week of October after Rosh Hashanah and Yom Kippur. Mr. Trindade also suggested getting in touch with the following people to get their input - Cathy Campbell from the Middle School PTO, Julie Denehey from the Medway Business Council, and someone from the Medway Community Farm. Mr. Trindade will provide a list of contacts to Ms. Capra.

Ms. Capra stated that getting the survey out to people and doing outreach at existing events will be very valuable. Ms. Affleck-Childs suggested October 3, 2017 as the first forum date instead of September 19th. Mr. Hayes asked Ms. Capra to give Ms. Affleck-Childs a copy of her schedule. Ms. Affleck-Childs stated that the Medway Business Council has a cookout scheduled at the VFW for September 13, 2017 and thought this might be a good venue to distribute the survey.

3. Synopsis of Research to Date

Ms. Capra noted that there seems to be a lot of public interest in walking/nature trails. She suggested that we delve into this topic a bit more. Ms. Capra also suggested asking people specific questions like would you allow a trail to be built in this area; would you be willing to donate time and money to maintain the trail; would you vote yes to use Town money to fund such a trail etc.

Ms. Capra also noted that a lot of communities are concerned with the management and maintenance of open spaces. She suggested asking people about their specific concerns - ticks, people littering on the trails? etc. Ms. Capra stated there is also a lot of interest in food safety right now so we might want to ask people how often they buy local fruits and vegetables.

Mr. D'Amico asked if there are strict guidelines they must follow for the survey. Ms. Capra stated there are strict guidelines for the ADA assessments but not for the opinion survey. Mr. D'Amico asked how detailed the plan has to be. Ms. Capra stated it can be as general or detailed as you want. Ms. Capra stated that it is not a land management plan so there will not be a schedule for field mowing but the plan can look at the current mowing schedule to see if it is working or not. She stated it might be a good idea to ask about fields at the public forum. Ms. Legee asked how we can ensure that the maintenance gets done on the Town's open spaces. Ms. Capra asked if we have management plans in place for our fields and open space. Ms. Affleck-Childs stated that we do not and Ms. Capra stated it is really critical to have these plans in place

4. Discussion on Community Outreach

- **Survey**

Ms. Capra distributed a draft survey dated August 10, 2017 which they can use to find out what the top priorities are for people. **(See Attached)** The survey can be edited as needed. The committee reviewed the draft survey and had a lengthy discussion about it as follows:

Page 1 of the survey is trying to assess what people value in town. It was suggested that it might be good to create a "report card" type of form with our current inventory. Ms. Capra stated we might want to ask people to pick their top 3 priorities and then ask more questions about each such as assessing its condition, its use, and what are the issues and needs for each place. Ms. Capra stated we should ask specific questions - do we want to reuse a current space for something else or buy a new space? Mr. Hayes felt that we should not limit the 1st page to 3 places. Some members thought 3 locations were good as they didn't want to overwhelm people with too many. Other members suggested stating "check up to five" or ask them to fill out as many as they want.

Ms. Capra suggested getting rid of technical jargon like "wetland resources" and just say "wetlands". Ms. Legee asked about the wording of "Access to Charles River". We don't ask about "access" to any other of the spaces listed. Ms. Affleck-Childs suggested just saying "Charles River". Ms. Capra suggested we could ask "can you walk to a water resource from your residence?" This way we could see what neighborhoods have access and which ones don't.

Page 2 of the survey lists many of the open recreation spaces in town. It was noted that it is not a complete list and we could add more places to the list. Some committee members felt that some people in town are not even aware of all the recreational spaces that are listed on the survey. Ms. Capra suggested asking questions like do you know where this place is or how often do you use this space? Mr. Hayes suggested that we have maps available for those places at the public forums. We might also want to ask do you know where to go to get more information on these places?

Page 3 of the survey is a broad list of outdoor recreational activities that are available in town. The Committee thought about removing page 3 because we have already asked the town about their recreation needs and wants in the past. Ms. Capra suggested adding a sentence that states . . . In the past year there has been a lot of assessments about recreation facilities – this survey does not include them.

Page 4 of the survey. Ms. Capra suggested we keep the age groups listed and whether there are certain groups that are underserved. We should also ask what they need. Ms. Capra also suggested keeping the Major Concerns section.

Page 5 of the survey. Ms. Capra suggested changing “intrusion of invasive species” to intrusion of plants and animals and suggested changing “getting lost” to getting lost/finding way.

Ms. Capra asked if the Priorities of the Future section corresponds with the goals of the old Town OSRP. Some members thought it would be best to leave this area pretty general.

In the Select up to 8 section, Ms. Capra stated that we might want to remove some things from the list like outdoor public swimming, children’s playgrounds, and projects that the Town is currently working on.

Page 6 - How important is it for the Town to use public funds to acquire or access additional land for open space/conservation and recreational purposes. Ms. Capra suggested asking people what they would be willing to do such as would you grant an easement on your property, would you volunteer to come out and cut brush etc....

Page 7 asks questions about the demographics of those taking the survey.

Mr. Hayes asked what a good length for a survey is. Ms. Capra suggested no more than 10 minutes and it should be formatted to be completed on your mobile phone. Mr. Trindade suggested asking people if they want to be added to an email list to receive updates about this project.

Ms. Capra will revise the survey based on everyone’s suggestions and send it to the committee members through Survey Monkey so they can see how long it takes to complete. Ms. Capra will send out the survey by August 18th and review it when she returns from vacation and they should be able to launch the survey the first week of September and keep it open for a few weeks. Some members thought it would be good to attach a map and pictures of the recreation areas with the survey.

- **Community Events**

Ms. Affleck-Childs asked about bringing the survey to some upcoming local events to get input. Committee members thought it would be a good idea to bring the survey to a Taste of Medway

but not to the Town Wide Yard Sale or the Pumpkin Walk. It was also suggested that the survey be advertised at the school parent nights in September.

- **Public Forum**

The committee will decide this week on a date for the first public forum.

5. Review of the June 26, 2017 OSRP Task Force meeting minutes

Mr. Trindade made a motion to approve the amended minutes from the June 26, 2017 meeting. All were in favor.

The amendments included the following:

- Page 4, paragraph 2, change Lincoln, RI to Lincoln, MA.
- Page 9, paragraph 2, remove the “s” in the last sentence.
- Page 10, Under Pros/Cons, delete the words “they have the highest budget”
- Page 10, Under Price Quotes, the quote listed for Conservation Works should be \$21,056 and the quote for Horsley Witten should be \$ 33,650.

6. Other Business

There was no other business.

7. Adjourn

Mr. Hayes, Committee Chairman, made a motion to adjourn the meeting, seconded by Mr. Atwood. All were in favor.

The meeting was adjourned at 8:44 p.m.

Respectfully submitted,

Tracy Rozak, Recording Secretary

SECTION 1: What is important to you?

The questions in SECTION 1 will help us understand what open space and recreational characteristics of our community you particularly use and value.

How important is it to you for Medway to have the following?
1 = not important, 5 = very important)

Wetland resources	
Rivers, streams and/or ponds	
Wildlife and native plant habitats	
Healthy wildlife populations	
Forests	
Open meadows	
Scenic landscapes and views from roads	
Scenic roads with trees and stone walls	
Community/neighborhood parks	
Active recreational facilities (e.g. sports fields, playgrounds, etc.)	
Public land with cultural or historic significance	
Trail network for walking and running	
Safe paths or sidewalks for bicycles and pedestrians	
Small scale farming	
Permanently protected agricultural land	
Local farmers' market	
Access to the Charles River	

What are your family's five favorite public open spaces, parks, recreational facilities, or natural areas in Medway? (Check up to 5)

Choate Park	Garnsey Dog Park off of Village Street
Idylbrook Park	Public Basketball Courts
Colonial Matondi Park	
Choate Park Tennis courts	Bresnahan's Landing/Canoe Launch - Village Street/Charles River
Middle School Tennis Courts	Burke School Playground
High School Tennis Courts	Memorial School Playground
Cassidy Field	McGovern School Playground
High School Fields	
McGovern Field	North Street Park/Playground at School Street
Idylbrook Fields	Winthrop Street Park at Partridge Street
Oakland Fields	
Memorial School/Center Street Field	
Middle School/Charland Field	
Thayer Homestead property	
Choate Pond Trail	Deerfield Road Pond
Choate Park to High School Trail	Medway Amphitheatre off of Sanford Street
Deerfield Pond Trail	Other (please name below):
Idylbrook Park Trail	
Medway Community Farm Trail	
Adams Street Trail	
Medway Amphitheatre Trail	

SECTION 2 – Existing Open Space and Recreation Facilities

The Questions in Section 2 will help us better understand how Medway's existing parks, recreation and open space areas and facilities are being used and how people feel about them.

Please list all of the ways you and your family members have used Town of Medway parks, recreational facilities, open spaces or natural areas in the past year, and which activities you would like to do (or do more of) *if the facilities and opportunities in Medway were better*. Check all that apply.

Outdoor Activity	Have done in Medway during the past year.	Would like to do so or more often if the facilities/opportunities in Medway were better.	I use facilities in other communities.	Which community?
Archery				
Badminton				
Baseball				
Basketball				
Bicycling (off-road)				
Bicycling (on-road)				
Birdwatching				
Camping				
Canoeing/kayaking				
Climbing				
Children's Playgrounds				
Cross Country Skiing				
Dog Walking				
Enjoying serenity/quiet space				
Field Hockey				
Fishing				
Frisbee Golf				
Gardening				
Geocaching/orienteering				
Going on a date				
Golf				
Hiking				
Horseback Riding				
Lacrosse				
Kite-flying				
Meditating				
Nature Study				
Picnicking				
Running				
Skateboarding				
Sledding				
Soccer				
Softball				
Special community event				
Street Hockey				

Summer Camp				
Tennis				
Ultimate Frisbee				
Volleyball				
Walking				
Yoga or tai-chi				
Other (please specify)				

What age groups, if any, do you feel are underserved by Weston's organized recreational opportunities? (Check all that apply)

Age Range	0-5	6-12	13-18	19-29	30-39	40-49	50-59	60-69	70+	All ages groups are well-served
Underserved	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What are your *MAJOR CONCERNS* regarding Medway's existing *parks and recreational areas*? (Check all that apply)

Degraded facilities	
Inadequate maintenance	
Trash	
Vandalism	
Limited accessibility for disabled / mobility impaired	
Insufficient quantity of sports fields	
Condition of sports fields and equipment is in decline	
Lack of ADA compliant multi-use paths	
Inadequate wayfinding trail signs	
Lack/shortage of parking at playgrounds	
Lack/shortage of parking at sports fields	
Missing game lines / field markings	
Lack/shortage of small, neighborhood parks	
Lack of seating/benches	
Lack of bathroom facilities	
Absence of ice skating facility	
Absence of swimming facility	
Personal safety	
Other (please specify)	

What are your *MAJOR CONCERNS* regarding Medway's existing *open space/conservation areas*? (Check all that apply)

Lack of maintenance including tree removal, pruning, and mowing	
Limits on use / allowed public use / hours of operation	
Trash	
Vandalism	
Limited or lack accessibility for disabled / limited mobility	
Lack of ADA compliant multi-use paths	
Inadequate wayfinding trail signs	

Loss of open space to development	
Insufficient open space	
Lack of proper wildlife management	
Disturbance of wildlife habitat	
Intrusion of invasive species	
Pests and human disease (e.g. ticks and tick-borne diseases)	
Lack of connectivity between open spaces via trails/paths	
Dogs (pet waste, disturbance to others)	
Personal safety	
Getting lost	
Other (please specify)	

SECTION 3 – Priorities for the Future

Rank the following general priorities for Medway's recreational and open space resources over the next 7 years

(1 = low priority; 5 = high priority)

	1	2	3	4	5
Protect and maintain existing open space/conservation land					
Protect and maintain existing agricultural land					
Protect and maintain existing active recreational facilities – playgrounds, ball fields					
Acquire and protect new land for open space/conservation					
Acquire and protect new land for agriculture					
Acquire and protect new land for active recreational uses					
Expand/develop new active recreational facilities on existing Town owned properties					

Select up to 8 improvements/enhancements/new facilities you consider to be the most important for the Town to expend funds in the future to enhance the community's recreational and open space/conservation areas.

Offer more opportunities for teen activities
 Have more children's playgrounds
 Provide more trails for walking, hiking, running, cross country skiing
 Establish more neighborhood parks
 Establish an area for garden plots
 Construct an indoor recreation facility
 Establish an outdoor swimming
 Better maintain parks/playgrounds
 Better control of invasive species and forest pests
 Develop more sites/facilities for adult sports
 Provide more parking at parks and playgrounds
 Improve accessibility for handicapped or mobility impaired users at recreation facilities
 Provide better parking at sports fields
 Develop an indoor ice arena for skating and hockey

Better maintain playing fields
 Establish trails for off-road biking
 Establish a public swimming pool facility

Develop more playing fields for youth team sports
 Better maintain scenic meadows and stone walls
 Construct an indoor public swimming pool facility
 Install boardwalks on wet trail sections
 Better maintain wildlife and plant habitat
 Install better signage at conservation trailheads
 Install better trail markers on trails
 Provide better parking at trailheads
 Improve accessibility for handicapped or mobility impaired users at conservation trails
 Provide bathroom facilities
 Construct more basketball courts

Develop an outdoor ice rink
 Establish dirt bike/ATV trails
 Expand access to the Charles River for canoeing and kayaking
 Establish an outdoor performance arts facility
 Develop a skateboarding park
 Establish on-street bike lanes
 Have more play fields for unstructured sports activities
 Establish a rock climbing wall
 Establish a Frisbee golf course
 Establish small pocket parks/parklets

Construct more tennis courts
 Establish trails for snowmobiling
 Establish trails for horseback riding
 Develop more picnic areas
 Develop a disc golf course
 Offer additional dog walking area
 Expand picnic areas
 Establish wildlife observation stations
 Other improvements (please describe below):

How important is it for the Town to use public funds to acquire or access additional land for open space/conservation and recreational purposes? (5 = very important, 1 = not important):

Wetlands	5	4	3	2	1
Wildlife and native plant habitat	5	4	3	2	1
Scenic views from roads	5	4	3	2	1
Land for future recreational facilities (e.g. sport fields, playgrounds, etc.)	5	4	3	2	1
Forests	5	4	3	2	1
Open meadows	5	4	3	2	1
Brooks, streams and ponds	5	4	3	2	1
Land with cultural or historical significance	5	4	3	2	1
Trail connections	5	4	3	2	1
Land suitable for agriculture	5	4	3	2	1
Land to connect open spaces	5	4	3	2	1
Stone walls on field edges	5	4	3	2	1
Land that preserves scenic and rural character	5	4	3	2	1
Wildlife corridors	5	4	3	2	1
Community garden plots	5	4	3	2	1

Are there any parcels of land you think the Town of Medway should investigate purchasing or permanently protecting for new open space/conservation areas or recreational facilities?

Please list any areas in Medway where you would like to have more trails connecting open space areas to roads or other conservation or recreation facilities/sites.

SECTION 4 – Demographics

Section 4 questions help us understand the population in Medway responding to the survey.

How many members of your household, including yourself, live in your household?

Check all that apply.

Age Range	# of Individuals in This Age Range					
	0	1	2	3	4	5+
0-5 years						
6-12 years						
13-18 years						
19-29 years						
30-39 years						
40-49 years						
50-59 years						
60-69 years						
70+ years						

How long have you been using Medway's parks, recreational facilities, open space or conservation areas? Check one only.

0 - 1 years	
2 - 5 years	
6 - 10 years	
11 - 19 years	
20+ years	