

## OPEN SPACE COMMITTEE

Meeting Minutes – February 6, 2024

Select Board Hearing Room, Newbury Town Offices, 12 Kent Way, Byfield

### ***FINAL approved 04-16-24***

**OSC Members present:** Martha Taylor (Planning Director), Kristen Grubbs (Assistant Planner), Mike Carbone

**Members of the public present:** Jim Dooling, Christina Hoffman, Bill Hoffman, David Powell

The meeting was opened and called to order by Assistant Planner Kristen Grubbs at 5:35pm. There were no citizen queries.

Taylor and Grubbs explained the process for interested citizens to be appointed to the Committee: write a letter or email to the Select Board requesting appointment; Select Board then would make appointments at its next meeting. Committee appointments are for each fiscal year, so if they are made now, members will need to be reappointed in June, 2024 for the fiscal year July 1, 2024 - June 30, 2025.

The group discussed the components of updating the Town's Open Space & Recreation Plan (OSRP). Attendees agreed that a good homework assignment would be reviewing the current OSRP and the workbook the State provides to help communities with updating their plans. Members agreed it would make sense to divvy up the different sections of the Plan to do further analysis and research on what an Update would require. Members will report their research to the group at the next meeting as follows: Public Survey (Powell), Section 3 (Dooling), Section 4 (C. and B. Hoffman), Section 5 (Carbone), Section 6 (Grubbs and Taylor).

The group discussed that it will be important to reach out to other Newbury town committees, including the Recreation Committee and the Conservation Commission, and to maintain good communication with these groups as the work of updating the OSRP moves ahead. The Recreation Committee has been working on a master plan this year.

Grubbs shared that many towns hire consultants to provide technical assistance with OSRP updates. In particular, the public survey requirements and the ADA compliance inventory of town properties are extensive processes for which an outside consultant would be beneficial. Taylor and Grubbs will look into possible funding sources including planning grants from the State's One Stop program.

The group also discussed whether the work of the committee could be viewed/accessed by the public whether through a more user-friendly web page or enhanced outreach and education about the open space assets of the Town.

The group discussed meeting again on April 2nd at 7pm. Grubbs said she would check the room availability and confirm in advance.

Motion: Taylor moved to adjourn the meeting. Carbone seconded. All members voted yes. The meeting adjourned at 6:53pm.