

OSIC MEETING MINUTES –

Wednesday, December 14 2016, 7:00 PM

**Butterick Municipal Building -- Room 201**

Present: Peder Pedersen, Jeff Keay, Marion Larson, Jim Wilkinson

Meeting called to order at 7:05 PM

1. Acceptance of agenda as posted for December 14, 2016
2. Unanimous approval of November 16, 2016 minutes with edits – P. Pedersen will reissue minutes with edits.
3. Note taker for the evening – J. Keay volunteered.
4. Discussion of budget request for Open Space and Recreation Plan and technical assistance proposals:
  - committee felt the detail of the request was more than adequate
  - reviewed proposals for technical assistance from John Hume of the Montachusett Regional Planning Commission (MRPC), and Amanda Amory
  - the committee voted unanimously to approve the budget request, with a minor edit, and also to accept the proposal submitted by Amanda Amory
  - P. Pederson will submit the request along with the proposal from Amanda Amory to Anne Cervantes, the acting Town Administrator.
  - reviewed mapping proposal from Jason Stanton of MRPC.
- 4a. J. Wilkinson presented copies of our FY17 Budget Request (present) and our FY18 Budget Request
  - at the present time we have a little under \$1,000
  - estimate to use \$775 toward the Open Space and Recreation Update from both budgets
  - made the following changes to the FY18 budget: increased the item for the plan update to \$500, and created a Miscellaneous budget item of \$100.
  - the committee voted unanimously to accept FY18 budget request as amended
5. Discussion of time line of events for the update to the Open Space Plan
  - used tasks for the update compiled by Amanda Amory
  - felt a review of the 2010 plan and collecting information for the environmental inventory could be completed using existing funds
  - discussed possible contacts for help with the environmental inventory
    - P. Pedersen and M. Larson will make inquiries
  - felt public participation in the planning process should come before constructing a statement of purpose
  - discussed asking for support from various community organizations
    - M. Larson will draft and distribute a letter to these organizations
6. Reviewed and initially chose flora and fauna pictures to use at our trailhead kiosks
  - M. Larson will do some further searching for pictures based on our preferences
7. Discussed request for DCR approval for mapping and maintaining trails on DCR lands
  - P. Pedersen had sent our trail map and brochure for the Stillwater Basin Trail to Mike Harris at the DCR in hopes of moving forward the process for gaining approval

- Mr. Harris returned an email stating that he had discussed our request with the Deputy Commissioner and would be meeting with the both the Commissioner and Deputy Commissioner and will inform us of the results of the meeting

8. P. Pedersen talked about trail blazing on the Lynde Basin Trails

- have permission and the blazes
- will do the blazing this winter

Scheduled our next meeting for Wednesday, January 18, 2017

The meeting was adjourned at 8:20pm.

Submitted by Jeff Keay