

Butterick Municipal Building -- Room 201

In attendance: Peder Pedersen, Rob Protano, Jim Wilkinson, Erin Rehrig, Marion Larson,

Meeting start time: 7:08, guest: Amanda Amory

1. Acceptance of agenda for October 11, 2017, Jim W. moved to accept the agenda, Peder seconded
2. Approval of September, 2017 minutes (attached), accepted as amended. Moved by Peder, Jim W. seconded.
3. Amanda Amory to provide Open Space and Recreation Plan update- Amanda Amory attended tonight's meeting to update us on the progress of the open space plan. Marion updated us on the questions that Amanda had about the environmental section of the plan. We still do not have information on the evaluation of the facilities about ADA compliance. We are waiting on Matt Marro from ConCom to get back to us on that. Marion has information about lake treatment reports that she can pass on to Amanda. These are very extensive reports, which Amanda will scan and pull information out of them for the updated plan, mostly regarding the fish populations. We still need information from the Planning Board about land inventories. Amanda will contact the staff assistant in the Assessor's Office to gather that information. Amanda has begun updating the master spreadsheet with recent open space data. There are several corrections that need to be made on the spreadsheets. She will only include towns that abut Sterling or in the WRSD and make all the graphs in color. Furthermore, she will update all of the census data and will send us the gaps in the data for parts 3 (Community Setting) and 5 (Inventory of Lands of Conservation, Recreation and Interest) in the open space plan by Oct. 18, 2017. She will send PDFs for review until the final versions are available which will then be in Excel. She will email the updates sometime this weekend and will provide any new spreadsheets before the next meeting so that we can review them.
4. Survey responses so far; additional initiatives to increase response- We have 14 completed on-line response, not including about 30 paper surveys. We need to beef up responses. Hiking, keeping history, and access to open space trails seems to be the most important priorities for those responding. Erin will find the link to the doodle poll and advertise on FB. Erin will look into options for offering Black Sheep Pizza prize.
5. Plans for scheduling required public meeting (venue and date)- Hold until later date (maybe March) and we have some survey data. Then we can ask a member from all the boards to attend. We will need some scribes from the meeting to collect feedback and responses from attendees. We need to find a suitable venue, possibly senior center or First Church. Perhaps we could have a "hidden gems" about Sterling slide show.
7. The following names in BOLD volunteered to coordinate the following tasks as proposed by Peder
 1. Trail route development (including trail description, mapping, and history) Peder, **Jeff**
 2. Trail flora and fauna descriptions (for trail brochures, web sites and other forms of communication) **Marion**
 3. Trail printed material preparation (trail brochures, trail posters, trail kiosk material) **Peder**
 4. Trail blazing and maintenance (scheduling of trail clean-ups, coordination, recruitment; choosing trails for blazing) **Erin**
 5. Trail kiosk manufacturing, placement and maintenance, **Rob**
 6. Trail information dissemination on web and social media (OSIC's website, Facebook postings and responses, etc), **Erin**

7. Revision of Open Space and Recreation Plan (update to tables, text, goals, etc), **Marion**
8. Editor of written material (trail brochures and other trail documents, annual reports, proposals etc.), **Jim, Marion**
8. Budget update- We spend \$200 to advertise poll in Sterling Meetinghouse news and additional funds to print brochures. We have some additional funds from the town meeting. Jim will tally up expenditures and will report on our budget at the next meeting.
9. New business
 - Rob to send thank you notes for installing the kiosks.
 - Rob's grandson is a landscaper who is asking whether he can spruce up the kiosks and then put a sign near them advertising his business. The committee agreed that we need to hear a little bit more of the design before we allow it to go further. Rob will talk with Bill Tuttle to see if this is possible.
 - Erin and Rob will help paint the rest of the kiosk on Sunday, Oct. 15.
 - Marion also made a motion to ask Chris Tetrault for a bill for \$100 so that we can pay him for his time on the kiosks. Jim seconded the motion. All were in favor.
 - We need to also ask the DPW about cleaning up the town pound. Rob will ask Bill Tuttle to do that and then OSIC will go in and clean it up in a few weeks.
10. Next meeting date – November 15, 2017 at 7PM
11. Adjourned at 8:50

Submitted by Erin Rehrig