



MANCHESTER-BY-THE-SEA

CONSERVATION COMMISSION • TOWN HALL
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Open Space and Recreation Committee

November 16, 2016

Town Hall, Seaside One ♦ 6:30 PM

Meeting Minutes

Members Present: Mike Chapman, Helen Bethell, Kelly Blagden, Francie Caudill, Steve Jaworski, Jared Porter and Connie Sullivan

Members Absent:

Others Present: Mary Reilly

Mike Chapman, Chair, opened the meeting and reviewed the agenda.

Meeting Minutes

- Mary Reilly reported that there were no new minutes to review at this time.

Application for CPC Funds—Potential Projects

- Mike Chapman updated the committee on application activity: we're planning three applications:
 - Website work with a brochure
 - Powder House Hill trail markers
 - Update of Dexter Pond (trail improvement and footbridge repair)
- Mike asked for approval from the committee for the applications for the three projects.
- Trails list: Mike noted that Francie Caudill has been working on this list which will eventually go up on the website. Francie wanted to have some additional review and will work with Helen Bethell to make sure it's accurate.
- Connie Sullivan said that a map would be helpful showing where these trails are located. This will be addressed in the brochure/website project (if funded).
- *Open Space Brochure:*
 - Mike showed samples of what would be included in the CPA application for the brochure.
 - Mike reviewed the rest of the application; noted that we need quotes for this work. Need to keep in mind that any projects over \$10,000 will have to go out to bid.
 - All were in favor of going forward with the application.
- *Powder House Hill signage and kiosk:*
 - Application includes 5 items:
 - Design the trails (trail loops, no physical work)
 - Develop a new trail map based on the design
 - Install new markers
 - Enhance existing markers
 - Design and install two or three trailhead kiosks
 - Discussion about signage at entrances. Members thought that having signage at all entrances would be ideal (could have smaller signs for less-used entrances).

- Connie noted that we should be prepared to prioritize items within each application in case the CPC will only fund up to a certain amount. Mike said that typically, they'll let applicants know if they only want to do partial funding and it could be addressed at that point.
- Connie thought that unleashed dogs could be a problem at Powder House Hill and that it's apparent that folks aren't picking up after their dogs. Francie suggested adding verbiage to the kiosk signs to pick up after dogs—and to leash them as well.
- Kelly Blagden (Parks and Rec Dept) noted that they had issues with dogs at Singing Beach for a long time.
- Mike suggested that we move on and if we get funded we can tackle the dog issue.
- *Dexter Pond Projects:*
 - o Steve Jaworski described two areas – a boardwalk along a wet stretch of trails and the footbridge
 - o Footbridge upgrade – Steve is going to get estimates from Mike McDonagh. Mary noted that we'll have to pay prevailing wages so Mike should take that into consideration when doing the estimates.
 - o Committee agreed to go forward with doing an application.

Seven Year Work Plan Updates

- After we get through the CPA funding effort, we'll come back to this and start looking at what's been done so far. Members should go ahead and fill in what they can.
- Helen told the committee that Amy Blondin produced a map showing the Lincoln St. well watershed; the concern being that Gloucester is considering an office park in the watershed.
- There is also an aquifer in Cedar Swamp that is shown on MassGIS – it's half in Manchester and half in Essex. Increased interest in unused aquifers as emergency backup.
- Helen has also been researching town-owned property that's in the Gravelly/Round Pond watershed. There are 5 parcels that could be transferred to the Conservation Commission. Helen asked if the committee would be interested in submitting the transfer of these parcel for the warrant. Helen will continue to work on this.

Schedule Next Meeting

The next meeting was tentatively scheduled for January 11, 2017.

Francie Caudill moved that the meeting be adjourned.