



# MANCHESTER-BY-THE-SEA

CONSERVATION COMMISSION • TOWN HALL  
Manchester-by-the-Sea, Massachusetts 01944-1399  
Telephone (978) 526-4397 FAX (978) 526-2001

## Open Space and Recreation Committee

Feb 8, 2021 6:30 pm – 8:50 pm

### Zoom Meeting

<https://zoom.us/j/95228581539?pwd=ZWVQS2lQSzNOenFZUIV6VFIvdGc2QT09>

Meeting ID: 952 2858 1539

Passcode: 349312

## Meeting Minutes

---

**Members Present:** Helen Bethell, Olga Hayes, Steve Gang, Deb Fraize, Curtis Rising, Sheila Linehan

**Members Absent:** Parker Harrison

**Others Present:** Mary Reilly, OSRC Staff; Courtney Lewis, MAPC Regional Planner

Steve Gang, Acting Co-Chair, called the meeting to order at 6:31 pm

- Meeting Minutes
  - Minutes of 11/16/20:  
Motion to accept: Deb  
Seconded: Olga  
All voted in favor to accept the minutes as written
- Open Space and Recreation Plan Update – OSRC Actions:
  - Finalize the update of the 2014 plan – actions and recommendations

The Committee went through the 2014 Plan updates (continued from the previous meeting) to capture activities that had been accomplished. The committee found the document complete with a few exceptions which will be added to the update given a final review at the next OSRC meeting.

- Results of Open Space and Recreation Plan Survey  
Courtney Lewis from MAPC suggested that before discussing the recommendations for the 2021 plan, that he give the committee an overview of the Open Space and Recreation Plan Survey results. He shared a PowerPoint of results which included questions regarding both passive recreation and active recreation needs in Manchester. There were also three questions at the end of the survey regarding the Western Woods Initiative.
- Recommendations for 2021 7-Year Action Plan (continuation from the 11/16/20 meeting)  
The Committee went through the recommendations for the new 2021 Plan (also continued from the previous meeting).

Members made some comments regarding wording of action and additional activities that could be added.

- Helen made suggestions as to how to better define Goal 2, Actions #1, #2, #3 and #5 for the new plan. One of these changes (Action #5) was “create an informal group of representatives from abutting municipal environmental issues...” The 2014 Plan had recommended the creation of a “Regional Water Resources Group” but the Town Administrator noted that this wasn’t likely to happen.

- She also asked that we include verbiage to Goal 3, Action #1 to “work with land trusts with adjoining properties to create management agreements.”

It was noted that some of the Goals needed additional input from key stakeholders (either staff or committee chairs); these included:

Goal 5 – Identify the town’s recreational needs and create action plans to address those needs.

Goal 6 -- Promote the use and improvement of the town-owned waterfront resources for the purposes of water-related activities.

Goal 7 -- Continue to advocate for accessibility by ensuring that town officials, boards and committees are aware of ADA requirements and that ADA considerations are incorporated into town projects.

Mary said she will contact Cheryl Marshall for Goal 5, Bion Pike for Goal 6 and Beth Heisey for Goal 7 and will update the plan with their input.

Mary will incorporate changes/suggestions into the document with the goal of finalizing the 2021 Action Plan at the next meeting.

- o Powder House Hill – approval of additional signage  
Mary reported that Ken King proposed new wooden signage for Powder House Hill as planned. All were in favor of placing the signage at main trail intersections and/or entrances.
- o Schedule next meeting  
The next meeting will be held on 3/8/21.
- o Movement to adjourn by Olga at 8:50 pm; Seconded by Deb

Referenced Documents: Manchester OSRP General Survey Results.pdf  
Seven Year Action Plan Priorities\_updates from 11-16-20 meeting  
Seven Year Action Plan Priorities\_recommendations for 2021 plan\_2-8-21