

**Open Space and Recreation Plan Committee Meeting**  
**January 9, 2024, 7:00 pm**  
**Remote (Teams)**

**Members Present:** Tania Lillak (Chair), Toni Bandrowicz (Vice Chair), Sierra Muñoz, Shauna Vera, and Lauryn Hart

**Members Absent:** Steve Banks, Brian Longin

**Town Representatives Present:**

**Town Representatives Absent:** Danielle Strauss (Recreation Director), Marzie Galazka (Community & Econ. Develop), Katie Phelan (Select Board)

**Meeting called to order and recording started at 7:04**

1. **Minute taker assignment** Tania Lillak

2. **Public Comment** None

3. **Approval of minutes** Sierra moved to approve minutes from December 12, 2023, which was seconded by Toni, and unanimously approved.

4. **Updates on Action Items from last meeting's minutes**

**Goal 69** (*"Develop and publish information on human interaction with wildlife"*) and **Goal 76** (*Investigate and protect wildlife corridors; add to Green Corridor map as needed.*)

**Update:** Sierra pulled resources from DFW, Audubon, other regional entities and is drafting messaging around wildlife hazards and interactions, wildlife corridors. There are great fact sheets for most animals available on Mass DFW; will compile and add links etc. Planning for content/links to be added both to OSRPC and Conservancy webpages, and we can highlight in a Spring town newsletter or social post, etc; will have content for review by committee in advance of February meeting.

**Goals 69 and 76 Action Item:** Sierra to continue to work on Goals 69 and 76 pertaining to wildlife.

**Goal 71** (*Work with ENHC to create signage along Byway indicating points of interest*) + (*other signage Goals #3, 47, 48, 66, 71, 75*)

(1) Toni needs to call sign company as still waiting for: two 40 Steps signs; one "walk to beach" sign for Phillips Beach Ave. easement; and a draft green corridor sign.

(2) Toni needs to follow up with White Court on: removing sign with incorrect easement times, and in town creating new sign with "rules" for easement, and small "public way" sign for under White Court address sign that say "private way"

Marzie has reached out to the condo association and is waiting for a response. Our sign maker will update the sign once we have approval from the condo association as the sign is on their property.

(3) Toni said one of the "dog park/trail head" directional signs in the cemetery has disappeared and another was knocked down. She has talked to Gino.

**Goals #3, 47, 48, 66, 71, 75 Action Items:** Toni to call signage company re: sample signs. Toni to follow up with condo association contact at White Court.

**Goal 65** *Extend National Register status from the Lynn Line to Redington Street.*

**Goal 11** *Have Swampscott's section incorporated into DCR's "Lynn Shore Reservation" (landscape, hardscape, railing, lighting, signage) and pursue effort to have DCR take over or share maintenance.*

No update in January. Marzie is still waiting on Sean as he would like to take the lead on this discussion.

**Goals 11 and 65 Action Item:** Marzie to continue trying to schedule the meeting with the DCR Commissioner with Sean.

**Goal 53** *("Find and install additional areas for kayak and small boat storage")*

Steve is waiting on ConCom meeting in January 2024. Toni has suggested that Gino and Steve meet with her to discuss further.

**Goal 53 Action Item:** Steve to report on kayak racks after ConCom meeting in January 2024.

**Goal 2** *(Determine whether to expand trash/recycling facilities at all locations or implement "carry in/carry out" program)*

Marzie is working Gino on new trash and recycling receptacles for all beaches. They identified the type of trash receptacle that they are recommending – trash and recycle one unit. They are waiting for funding.

**Goal 2 Action item:** Marzie to provide an update on funding for receptacles for at all beaches.

**Goal 8** *(Develop a partnership/committee that includes representatives from ConCom, Swampscott Conservancy, Tree Task Force, and DPW to cohesively work together on plans for improving and maintaining open space)*

Toni connected with Pete Kane who suggested that the OSRPC submit project applications to all listed groups. Maybe develop Project Application template for submission to ConCom, Swampscott Conservancy, Tree Task Force, and DPW? Tania suggested some sort of app or online tool that all groups could contribute too. It would have a function that all groups were alerted when a new project was started.

**Goal 8 Action Item:** Lauryn to look into a project app or online tool for cohesive communication between committees on plans to improve and maintain open space.

**Goal 12:** *Investigate and address any open space/conservation encouragement by neighbors.*

Toni provided a sample Encroachment policy from the Town of Wellesley to Marzie who said that Swampscott did not have one.

**Goal 12 Action Item:** Toni to provide language for an encroachment FB post to Tania.

**Goal 12 Action Item:** Tania to ask Katie about the town implementing an encroachment policy similar to Wellesley's.

**Goal 13:** *Remove dead trees and ornamental shrubs; trim remaining trees to improve overall health.*

No update in January from TC re: Howland Park.

**Goal 13 Action Item:** Tania to follow up with Tree Committee (Chair Jim O.) again to find out their recommendations for Howland Park.

**Goal 14:** *Repair seawall and stairway taking into consideration sea level rise and storm surges (per Beach Management Plan)*

Toni said Gino asked for more time for repairs, but did not know how much.

**Goal 14 Action Item:** Tania to check in with Gino on status of Kings Beach seawall repairs.

**Goal 15:** *Acquire conservation restriction to protect open space land in perpetuity*

No update in January. Currently waiting for funding for the survey; estimate is approx. \$5, 000 - \$ 8, 000. The committee wondered where funding was coming from.

**Goal 15 Action Item:** Marzie to follow up with Pete re: funding for the land plan survey in the spring.

**Goal 19:** *Address light pollution at night in open spaces*

No update in January.

**Goal 19 Action Item:** Toni to follow up with Colleen Hitchcock re: light pollution policy progress.

## **5. New Business**

### **Charter/Bylaw Recommendations:**

Follow up re: Charter/By-Law letter with SB – Toni has not heard back from David G. on OSRP and ConCom question on next steps with bylaw updating; sent him another email on 1-5-24.

**Action Item:** Toni to continue to follow up with SB re: Charter/By-Law recommendations.

## **6. OSRP Airtable Review**

**Goal 21:** *Complete*

**Goal 22: Complete**

**Goal 18:** *Incorporate open space and recreation goals into land use planning and zoning*

**Goal 23:** *Develop map highlighting areas where zoning regulations should be created to limit negative impact of land use development*

Marzie said Angela is no longer the Chair of the Planning Board. We can work with the New Chair, Mike Proscia and Community Development (Marzie, Pete, and Marissa, Land Use Coordinator) regarding comments from the OSRPC to Planning Board re: new projects. Historically, the Planning Board meets on the second Monday of the month. The petitions or applications usually come in approximately 3 weeks before the meeting. Marzie is concerned about timing for OSRPC to review and comment on projects in a timely manner.

**Goal 18 and 23 Action Item:** Tania to reach out to Planning Board (Mike and Angela) re: meeting to discuss land use planning and zoning.

**Goal 24:** *Develop plan for replacement of aged/ailing street trees*

Tree Committee continues to work on this.

**Goal 25:** *Educate and work with coastal property owners to institute resiliency practices to address storm surge, flooding, and other effects of climate change.*

ConCom developed a flood brochure. Then CAP came into existence which should be a part of this. Still in progress and on To Do list.

**7. Student involvement – Goals 67 and 68**

**Goal 67** (“Develop a program for a high school student to join the OSRPC each year”)

and **Goal 68** (“Develop and execute a plan for education in schools about the importance of open space and Town resources”).

Lauryn says they developed a draft email to the high school guidance counselor. Toni wants to wait until grant promoted by the SC. The grant is up to \$500 for an environment project. Lauryn said they will express the desire to expand the OSRPC place in schools. Also middle and elementary school if goes well.

**Goals 67 and 68 Action Item:** Lauryn and Brian to send email to high school guidance counselor.

**Goals 67 and 68 Action Item:** Toni to get the SC student grant message out.

**8. Memorial/ Monuments policy – Goal 1**

Marzie sent the Memorial policy to Sean and he will get it on next SB agenda. Sean will bring this up to the SB at the 01/10/24 SB meeting or at a later date. It is not on the Jan 10 agenda, so likely the Jan 17 agenda.

**Goal 1 Action Item:** Brian to attend the 1/17/24 SB meeting if the Memorials policy is on the agenda.

## **9. Property Acquisition – Goals 9 and 43**

**Goal 9** (*Ensure provision of playground/green space of the same square footage or more on site if property is re-used*)

**Goal 43** (*Identify areas for potential acquisition & Develop policies for Town acquisition of private land, placing priority on resource protection and with options for right of first refusal*)

**Hawthorne Property:** Design consultants, HDR, and staff will provide an executive summary of the process and findings at the 01/17/24 SB meeting.

**Goals 9 and 43 Action Item:** Marzie to provide an update from the 01/17/24 SB meeting and the next Hawthorne forum date.

**Hadley Property:** Toni said ok for them to move the equipment to Linscott Park.

**Goals 9 and 43 Action Item:** Marzie and Toni to discuss where to move the Hadley playground equipment.

### **Archer Street:**

LAND grant for Archer Street trails is due on 01/11/24. Marzie plans to submit it on time. She is requesting funding for construction of trails and demolition of the tower and concrete structure, and installation of seating/look out areas.

## **10. Green Corridor – Goals #72-78**

Brian has drafted an action plan. Toni went over the steps:

1. Signs – directional and info
2. Design other designations, e.g. painting
3. Select areas – Toni sent info
4. Waterbottle refill stations
5. Design and plan for green infrastructure – rain gardens, bump out curbs
6. Plantings – TC and SC involved
7. Rail trail collaboration
8. Schedule installation
9. Promote use – walking map, social meeting, initial kick off
10. Funding – grants, capital improvement funding

**Goals 72-78 Action Item:** Toni to send Brian's draft green corridor plan to the committee.

## **11. Task Force update – Rights of Ways, Paper Streets, Public Ways & Easements – Goal 48**

Steve working on ROW document.

**Goal 48 Action Item:** Steve to present ROW document for February meeting.

## **12. Community Development Update**

### **Pickleball:**

Marzie received several calls in support of the pickleball courts. She requested an extension of timing for Town Meeting vote to approve the grant and funding. The state granted the request. Residents will appear at SB meeting to speak in support of the project, and to place the grant back on the next warrant for Special Town Meeting. Marzie would greatly appreciate the support of OSRPC committee. If possible, please request the SB, either in writing or in person during Public Comment to bring this item back to town meeting for a vote.

Discussion was had. It was decided we need an update from Marzie before writing a letter. Toni is on ConCom so may need to reclus. Lauryn thinks back parking lot area is the most suitable. Shauna wondered if parking spots would be lost. Everyone agreed that we need more info before writing a letter to SB. Is there a modified proposal?

**Action Item:** Marzie to provide an updated proposal to the OSRPC at the February meeting so we can discuss writing a letter in support of pickleball courts.

### **Foster Pond – Goals 45 and 64 :**

Toni met with Sean, Marzie and Pete on 12-18-23. Aggregate sold Carlson Terrace property to a private person who is fireman in town for \$30K which is the assessed value. It was not advertised for sale. Sean was sympathetic. Toni sent Sean a follow up email 1-5-24. This was not a buildable lot. Toni feels there was an Adverse possession easement on the property and it has been used for years. One of the residents built a dock.

Marzie said the Town does not have the control/ownership of the land at Windsor and at Foster Pond. Assessor is working on tax title taking of the property and requested that we wait a while before we do any work on this land. She can't apply for a grant at this time.

**Goals 45 and 64 Action Item:** Toni to talk to Sean about Carlson Terrace property and adverse possession easement.

### **Rail Trail – Goal 42:**

Sierra still trying to schedule a meeting w/ Alexis. Marzie said the town is working with our engineering team on the design. Currently we are programmed for MPO (federal funding \$7.6 Million has been allocated).

**Goal 42 Action Item:** Sierra to meet with Alexis (Friends of Rail Trail) re: combined efforts around Rail Trail, Safe Routes to School, walking/biking support/infrastructure/safety

## **13. Swampscott Conservancy update**

(1) New signs (made by DPW) are up on the Forest River "Connector" trail directing hikers to new green trail & boardwalk

2) Presentation (virtual) by Sally Warner on climate change's impacts on the Gulf Stream Date/time: **Jan 30th at 6:30 pm**

(3) New Cronolog installed at Fisherman's Beach - article forthcoming, but info on chronolog here: <https://www.chronolog.io/site/SCC201> Please go take photos!

(4) Had a First hike of the year at Middlesex Fells on Jan. 1

(5) Will go live shortly on Conservancy grant program for students Draft Proposal and Draft application.

**Action Item:** Toni to provide a SC update next meeting.

#### **14. Committee/Department update – Climate Action Plan (CAP)**

CAP is developing specific projects/future capital requests to support resiliency and emission reduction. Will be submitting notes for inquiry from Tree Committee about priorities in February. Currently updating CAP webpage with details about ongoing action items for each of the plan goals, as well as resources, "What You Can Do", etc. Sierra said there was a meeting last night, 1/8/24. Developing a wish list of projects and potential capital requests. Committees with relevant interests should be represented. Sierra will come back to the OSRPC meetings with any relevant issues that the OSRPC might have thoughts on. For example, electric charging stations in open space areas.

**Action Item:** Sierra to send the proposed CAP project wish list to the OSRPC.

#### **15. Committee/Department update – Tree Committee**

Tania went over the TC November 16 minutes. The TC asked that the OSRPC contribute to the development of long term goals for Swampscott's tree canopy, in order to create a strategy for maintaining and expanding our vital tree population for future generations. We should solicit any goals for trees, both on public and private property, we believe should be included in this effort. The TC would like the this submitted February 15th.

**Action Item:** All committee members to think of long term tree canopy goals for discussion at our February 13 meeting.

#### **16. Committee/Department update - Conservation Commission**

No new updates in January.

**Action Item:** Toni to provide a ConCom update next meeting.

#### **17. Community Preservation Act – Goal 57**

No new updates in January.

**Goal 57 Action Item:** Brian to continue to follow up with Select Board member Grishman re: CPA.

### **18. Committee Update: Master Plan**

Shauna will be OSRPC rep to Master Plan Committee; committee hasn't met yet. Starting the process in January. Marzie to reach out to Shauna then.

**Action Item:** Marzie to follow up with Shauna re: Master Plan Committee.

### **19. Committee/Department update – Recreation Commission:**

No updates.

**Action Item:** Danielle to provide a Recreation Commission update next meeting.

### **20. Other business**

None.

### **21. Confirmation of next meeting date**

Next meeting is February 13, 2024, which is planned to be virtual, on Microsoft Teams.

**Meeting then adjourned.**