

*West Newbury Open Space Committee*  
**Meeting Minutes**

Ω

Wednesday, July 17, 2019  
Second-floor Meeting Room, Town Office Building

**Present:** Don Bourquard, Jean Lambert, Wendy Reed, Marlene Switzer, Brad Buschur, Patricia Reeser, Carol Decker, and Jessica Azenaro, scribe

**Absent:** John Dodge

**Guests:** Nancy Pau, Deb Hamilton

The meeting was called to order at 7:04 p.m.

Ω

1) **Open Space Committee Reorganization –**

- a. **Chair** – Unanimous approval for John Dodge to take over Chairperson position from Patricia Reeser.
- b. **Scribe** – Unanimous approval for Jessica Azenaro to take over as Scribe from Marlene Switzer.
- c. **Trail Subcommittee** – Responsible for trail planning outside regular Open Space meetings: Don Bourquard, Brad Buschur, John Dodge, Marlene Switzer (all-access trails)
- d. **Education Outreach** – Responsible for trail walks, schools and library liaison, Invasive plant training, stewardship: Marlene Switzer, Jean Lambert, John Dodge, Carol Decker
- e. **Liaison to Conservation Commission & Planning Board** – Wendy Reed

2) **Associate Member** – Carol Decker was approved by the Board of Selectmen and was sworn in for Open Space Associate Member.

3) **Invasive Inventory** – Nancy Pau discussed a training session using iNaturalist.org application to track invasive species in West Newbury as well as a tour in September/October to put it in practice. Target date Sunday, Sept. 22, 1-3 p.m. (Rain Date Sunday, Sept. 29). Ms. Azenaro to create Sign-up Genius. Advanced publicity for the Education Outreach subcommittee (e.g. – contact garden club) Promote the walk on OSC website and contact Jen Solis for an article. Ms. Switzer to write an article on stewardship. Publicity to include Haverhill Life, Town Common, and the Daily News.

4) **Fall Bicentennial Walk** – Autumn walks 9-10:30 a.m.: Withers, Thursday, Oct. 24; Riverbend, Saturday, Oct. 26. Ms. Azenaro to create Sign-up Genius.

5) **Trails Update –**

- a. **Deb Hamilton** - Guest Deb Hamilton discussed Essex County Trails Association (ECTA) and Myopia Hunt trail specifics (hunts run across town 8 times a year.) ECTA budgets improvement fund for \$1500/year, which in the past was used for crushed stone, benches, building draft plans and best practices. ECTA can be used as a resource to strike, relocate, grade, and install water-bars on the Red Trail. Ms. Hamilton is also a member of the Mill Pond Committee and gave an update on new trail markings that use colors and numbers at trail intersections linked on a map for safety and to avoid confusion.

b. **Actions**

- Trails Subcommittee – Choose Volunteer Day(s), liaison with the DPW Director on mowing schedules
- Ocean Meadows Access – ECTA mediation required
- Boardwalks – Mr. Buschur recommends bog bridge design that is cyclist-friendly w/vinyl-coated chicken wire – Public meeting and site walk to be scheduled for bog bridge location

- Sullivan's Court – Update by Ms. Reed regarding bridge requirement for Tom Neve
  - All-Access Trails – Discussion regarding best practices and specs using Mass Audubon guidelines (width/grade/side-rail requirements.) Mr. Buschur to send landscape architect recommendations to Ms. Reeser. Ms. Decker to request information from additional contacts. August 2019 CPC Deadline for quote and scope.
- 6) **BSF and River Road Conservation Update** – Greenbelt short of goal for donated funds. May require additional fundraisers. Inquire after McGrath family trust and further action plans.
  - 7) **Action Plan** – 32 goals and sub-goals listed in the Action Plan of the 2018 Open Space & Recreation Plan (OSRP).
  - 8) **Tree Committee** – Motion to approve the Tree Committee mission statement unanimous. Each committee member received a hardcopy of the OSRP for reference.
  - 9) **Minutes** – Approval on hold until August meeting

Ω

The next meeting of the OSC will be Wednesday, Aug. 14, 7 p.m.

The regular meeting was adjourned at 8:47 p.m. for an Executive Session.

Respectfully submitted,  
Jessica Azenaro

**cc: Town Clerk**  
**John Dodge, website**