



**Town of West Newbury  
Select Board  
Monday, July 18, 2022 @ 6:00pm  
381 Main Street, Town Office Building  
[www.wnewbury.org](http://www.wnewbury.org)**

REC'D W. NEWBURY CLERK  
'22 JUL 14 PM 5:52

**AGENDA**

**Open Session:** 6pm, by in-person attendance, First Floor Hearing Room, or remote participation (instructions below)

**Announcements:**

- This meeting is accessible by remote participation; instructions below.
- Reminder to subscribe for emailed Town news/announcements at <https://www.wnewbury.org/subscribe>

**Regular Business**

- A. Meeting with Landscape Architect Trent Lloyd; presentation of site analysis and conceptual design for Mill Pond All Persons Trail initiative

**Addendum to Meeting Notice regarding Remote Participation**

Public participation in this meeting of the West Newbury Select Board will be available via remote participation. For this meeting, members of the public who wish to listen to the meeting may do so in the following manner:

**Zoom Meeting**

Phone: (646) 558 8656

Meeting ID: 892 6050 3915

Passcode: 872567

Join at: <https://us06web.zoom.us/j/89260503915?pwd=aXVmYmYreWZQZE1jQlhpWE5FNHtZz09>

Every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the West Newbury website an audio or video recording of proceedings as soon as practicable after the meeting.

## Town Manager

---

**From:** Town Manager  
**Sent:** Wednesday, July 13, 2022 8:20 PM  
**To:** Ryan Goodwin; Deb Hamilton; [REDACTED]; Paul Delaney; Robin Pendergast ([REDACTED]); Matthew Shwom ([REDACTED]); Mike Welch  
**Cc:** Selectboard; Town Clerk; Assistant Clerk  
**Subject:** RE: Mtg re conceptual design for Mill Pond All Access Trail: Monday July 18 at 6pm  
**Attachments:** MILL POND COMMITTEE .pdf; Open Space Committee.pdf; Parks and Rec. Commission.pdf; Select Board .pdf

As a follow-up to prior email, attached are the "raw" notes from the 4 visioning meetings held this spring, all of which was "grist for the mill" in the design process. FYI

Angus Jennings, Town Manager  
Town of West Newbury  
Town Office Building  
381 Main Street  
West Newbury, MA 01985  
(978) 363-1100 x111  
[townmanager@wnewbury.org](mailto:townmanager@wnewbury.org)

---

**From:** Town Manager  
**Sent:** Wednesday, July 13, 2022 8:09 PM  
**To:** [REDACTED]

**Cc:** Selectboard <[selectboard@wnewbury.org](mailto:selectboard@wnewbury.org)>; Town Clerk <[townclerk@wnewbury.org](mailto:townclerk@wnewbury.org)>; Assistant Clerk <[assistantclerk@wnewbury.org](mailto:assistantclerk@wnewbury.org)>  
**Subject:** Mtg re conceptual design for Mill Pond All Access Trail: Monday July 18 at 6pm

Hi,

This is to confirm that the Select Board will host a meeting on Monday at 6pm in the 1910 Building, First Floor Hearing Room, to hear a presentation by the landscape architect retained by the Town to undertake conceptual planning for an All Access Trail at Mill Pond. Background regarding this CPA-funded initiative can be found in the initial application posted to the CPC website [here](#).

The goal will be to hear a presentation of the designer's site analysis and concepts, and to provide input to define which elements of the concepts are best aligned with the goals of residents. This working meeting will allow design work to proceed based on the feedback received.

On behalf of the Board, I hope that some or all of the Mill Pond Committee will be available to participate. The meeting will be hybrid, and the zoom link below will be included on the posted agenda.

Thanks,  
Angus

Topic: Select Board mtg re Mill Pond  
Time: Jul 18, 2022 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/89260503915?pwd=aXVmYmYreWZQZE1jQlhPWE5FNHtZz09>

Meeting ID: 892 6050 3915

Passcode: 872567

Angus Jennings, Town Manager  
Town of West Newbury  
Town Office Building  
381 Main Street  
West Newbury, MA 01985  
(978) 363-1100 x111  
[townmanager@wnewbury.org](mailto:townmanager@wnewbury.org)

---

**From:** Town Manager

**Sent:** Thursday, June 23, 2022 12:29 PM

**To:** [REDACTED]

**Cc:** Town Clerk <[townclerk@wnewbury.org](mailto:townclerk@wnewbury.org)>; Assistant Clerk <[assistantclerk@wnewbury.org](mailto:assistantclerk@wnewbury.org)>

**Subject:** Seeking availability of Mill Pond Committee members for mtg re All Access Trail - proposed Monday July 18

Ryan / Mill Pond Committee,

Following from her meetings with different Boards/Commissions/Committees and with Town staff re the conceptual design for a Mill Pond All Access Trail, the next step in the landscape architect's work scope is a meeting to present a concept plan for public input and discussion.

We've been working with the designer, Trent Lloyd, to get this scheduled. The Select Board has agreed to host the meeting, with participation by (among others) Mill Pond Committee, Open Space Committee and Parks & Rec Commission. The goal will be to provide input on her work, so she can continue with design based on the feedback received.

Please let me know if your Committee (most members, at least) can be available to attend a meeting on Monday, July 18<sup>th</sup>. Time is TBD, and may be at 6pm or 7pm depending on what works best for the most people.

Once we have confirmation of this date/time, additional confirmation and details will be circulated.

Thanks,  
Angus

Angus Jennings, Town Manager  
Town of West Newbury  
Town Office Building  
381 Main Street  
West Newbury, MA 01985  
(978) 363-1100 x111  
[townmanager@wnewbury.org](mailto:townmanager@wnewbury.org)

**MILL POND @ 693 Main St, West Newbury**

---



# Historical Perspective of the Mill Pond All Access Trail

## OPEN SPACE AND RECREATION PLAN

Town of West Newbury, Massachusetts



August 30, 1996

Prepared by:

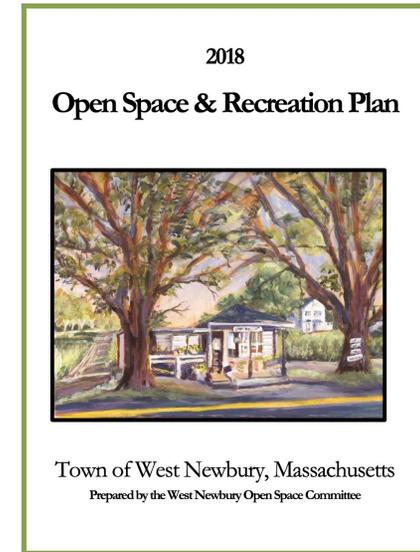
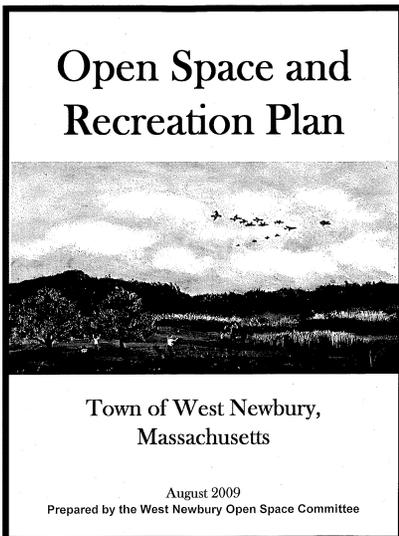
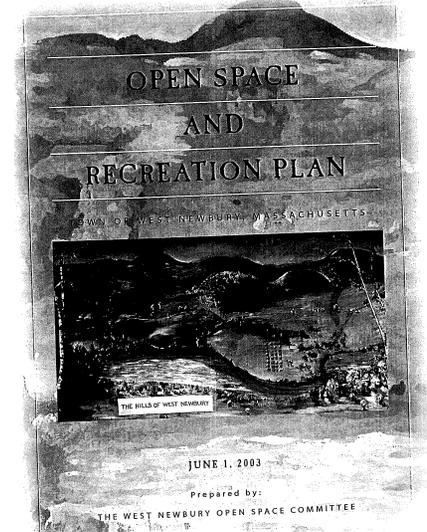
The West Newbury Open Space and Recreation Committee

## Town of West Newbury Comprehensive Plan



Photography by Barry S. Kaplan

September 1999



## Mill Pond Design Process

1. Site Analysis: Research and Community Feedback
  - Mill Pond Committee
  - Open Space Committee
  - Parks and Recreation Commission
  - Select Board
2. Design 2 Concepts
  - Town Staff
  - Planning Board for pre-application conference
- 3. Public Workshop Meeting to present Concept Design**  
**Goal- To Gather Feedback on the Design**
4. Develop Final Concept
5. Research Construction Costs and Permitting

MILL POND @ 693 Main St, West Newbury

Mill Pond Project



# MILL POND @ 693 Main St, West Newbury

## Site Analysis

### 1. Circulation

- Pedestrian Path
- Vehicular Path

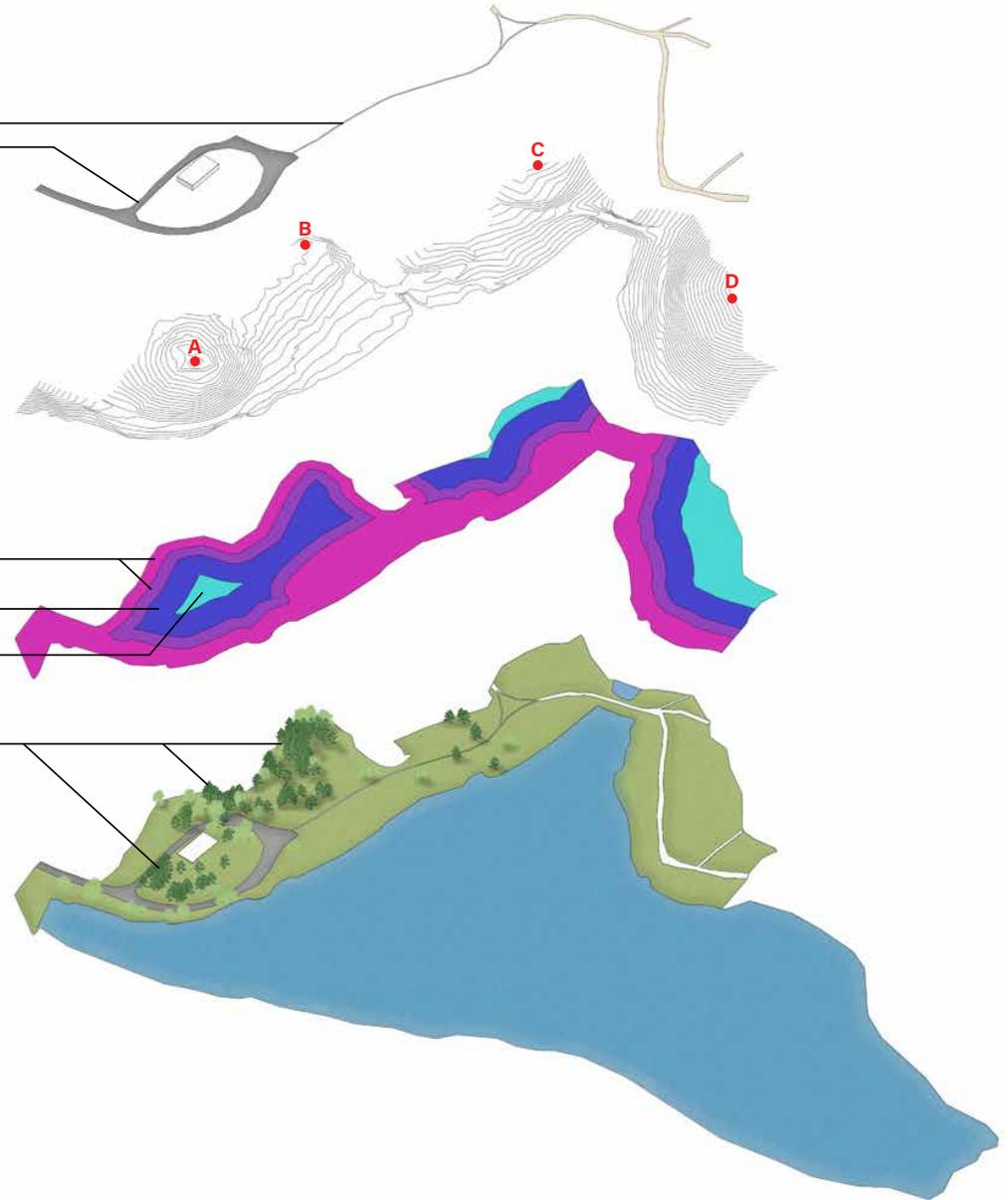
### 2. Topography - High Points

- A - 59.12'
- B - 47.44'
- C - 53.59'
- D - 69.81'

### 3. Code Requirements

- 50' feet from Wetland** - small existing improvements, requires Notice of Intent (NOI)
- Between 50'-100'** - No built structures. Allows landscape improvements. Requires Request for Determination of Applicability (ROA).
- Outside the 100'** - No Jurisdiction. Building does not need approval.

### 4. Canopy



## MILL POND COMMUNITY FEEDBACK:

4 Committees- 185 Comments

Mill Pond Committee  
Parks and Recreation Commission  
Open Space Committee  
Select Board

## MILL POND @ 693 Main St, West Newbury

---

### OBSERVATIONS: 83 TOTAL OBSERVATIONS

Rustic, Natural appearance

Parking- Uncontrolled, unattractive, ill-defined

Erosion

Muddy Trails

Highly recreational- Biking, running, dogs, horses, fishing, boating etc.

Dogs and Horses- competing interests

Special, Beautiful place



## MILL POND @ 693 Main St, West Newbury

---

### PRINCIPLES: 38 TOTAL PRINCIPLES

Preservation- respect for the land and nature

All Access- welcoming, open and safe

Maintain Natural Beauty- Town's sense of pride

Organized expectations for all recreation



## MILL POND @ 693 Main St, West Newbury

### IDEAS: 64 TOTAL IDEAS

- Preserve natural setting
- Relocate Parking behind the Cabin
- Reclaim scenic view from Cabin
- Improve signage
- Clearly defined parking
- Encourage Programmed Events
- Improve maintenance
- Well-drained, dry trails



# MILL POND @ 693 Main St, West Newbury

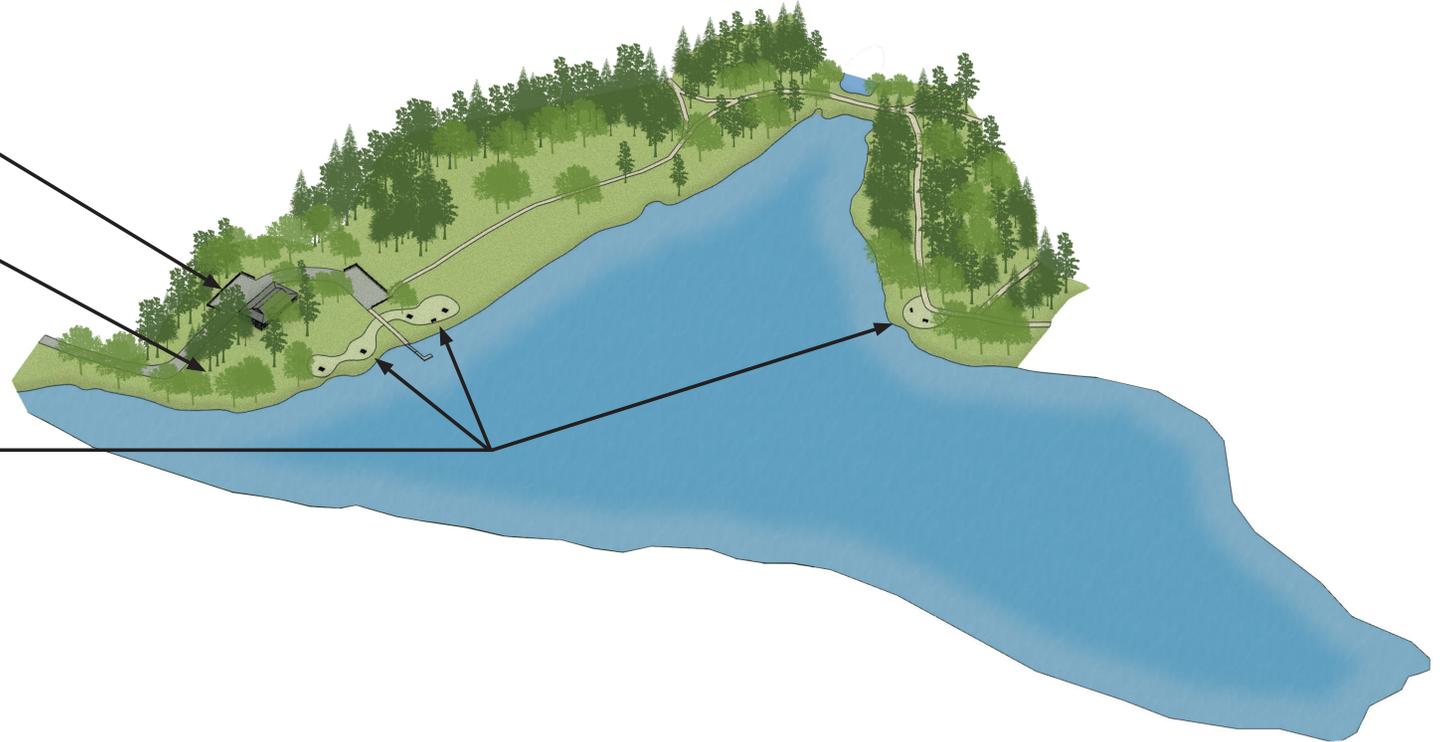
---

Road to parking would have an adequate turning radius approved by Public Safety

Road along pond would remain passable for emergency vehicles only

Additional Benches

\*All utilities, including septic tanks taken into account



## MILL POND @ 693 Main St, West Newbury

---



**MILL POND @ 693 Main St, West Newbury**

---



MILL POND @ 693 Main St, West Newbury

---



# Tell us what you think?



Link: <https://icompass.me/compass/view/3a8ffb22>

**Authors:** Trentlloyd

**Topic:** Mill Pond Trail

**Who's Involved:** Mill Pond Committee

**Observations:**

- Animal-friendly (horses and dogs) (Trentlloyd)
- Should be more heavily used for passive recreation. (Trentlloyd)
- Relatively bug-free zone (Trentlloyd)
- Love cartop boat launch (Trentlloyd)
- Scenic destination. In the old days, Treasure Hunts around town! (Trentlloyd)
- A regional destination (Trentlloyd)
- Gets used by schools for science/nature, and cross-country team (Trentlloyd)
- A long history of dueling interest... equestrian... dog owners... ball sports... etc. Some conflicting uses. (Trentlloyd)
- Rustic appearance great! (Trentlloyd)
- Tough to maintain or upgrade trails while retaining rustic quality. Meet in middle. (Trentlloyd)
- Friendly to multiple uses. Lots of activity of different types, different age groups, different social groups. People get along. (Trentlloyd)
- Vastness of the space allows different uses to co-exist. (Trentlloyd)
- So much varied terrain... hike, row, bike, walk a dog, bring a lawn chair... (Trentlloyd)
- Can go there every day and do a different hike every time. (Trentlloyd)
- Birds and butterflies, incl. areas planted for purpose of butterfly habitat. (Trentlloyd)
- Erosion control and maintenance... folks park where they're not supposed to (at turn in road toward the pond). (Trentlloyd)
- The dike in the far end... there is significant erosion there. (Trentlloyd)
- A place for people to disconnect... mindfulness... no matter the season, it is being utilized (Trentlloyd)
- Really exhibits all four seasons (Trentlloyd)
- Our society values our dogs. Many/most people in town have dogs. Important for them to get exercise too. (Trentlloyd)
- It's not just for humans (Trentlloyd)

- Challenge: compliance issues. Erosion, and people parking right next to the pond. (Trentlloyd)
- Want to make it more accessible if retaining rustic nature. (Trentlloyd)

**Principles:**

- Mill Pond is a gem, a place of peace (Trentlloyd)
- Potential to make flat area in front of the dock ("the beach") more accessible. (Trentlloyd)
- Serenity (Trentlloyd)
- Beauty (Trentlloyd)
- Freedom to go for a walk, ride a horse, explore, nature study, learn about what's there (Trentlloyd)
- Continue to stand-out as a premiere location (Trentlloyd)
- Keep open for multi-use while retaining rustic beauty (Trentlloyd)
- No visual clutter (limited signage) (Trentlloyd)
- Openness & integrity (Trentlloyd)
- Peace... peaceful, beautiful area... with friends, with family, solo... (Trentlloyd)
- Wilderness character (Trentlloyd)
- Rustic, not refined (Trentlloyd)
- Solitude (Trentlloyd)
- Forest values (Trentlloyd)
- Exercise (Trentlloyd)
- Education (Trentlloyd)

**Ideas:**

- Keep it pristine, scenic, accessible (4) (Trentlloyd)
- Underutilized... ways to bring more people in, and that is worthwhile (Trentlloyd)
- Inviting more public events (Trentlloyd)
- Getting people out on the trails... OSC walks, Tree Committee walks, school field trips, Mill Pond Winter Carnival... x-country ski outing. Partnering with our West Newbury trail users... ECTA... Greenbelt... etc. (Trentlloyd)
- Doing Town events... maybe a picnic (Trentlloyd)
- Encourage use by Scouts... jamborees (Trentlloyd)
- More programmed activity (2) (Trentlloyd)

- Accommodate more educational events (Trentlloyd)
- Tread lightly (Trentlloyd)
- Enhance visibility of amenities, i.e. butterfly garden (Trentlloyd)
- Potential enhanced use of technology for education, wayfinding (QR Codes) (Trentlloyd)
- Harvest Meal event (Trentlloyd)
- Intercommunity relationships (Trentlloyd)
- Engage local agricultural producers (Trentlloyd)
- Relocate and clearly mark parking behind cabin... reclaim waterfront... reclaim scenic view from cabin (4) (Trentlloyd)
- Demarcate "wilderness" areas from "high impact/use" areas to maintain the integrity of each (Trentlloyd)
- Better access from Page School (Trentlloyd)

**Experiments:**

Link: <https://icompass.me/compass/view/d6135c0d>

**Authors:** TrentLloyd

**Topic:** Mill Pond Trail

**Who's Involved:** Open Space Committee

**Observations:**

- Complex and expensive (TrentLloyd)
- already beautiful, no ugly parts (TrentLloyd)
- leave it alone (TrentLloyd)
- hard pack trail good for all access (TrentLloyd)
- birdwatch (TrentLloyd)
- enjoy nature (TrentLloyd)
- dog walkers (TrentLloyd)
- horseback riders in water (TrentLloyd)
- too many places for cars and parking (TrentLloyd)
- centered parking (TrentLloyd)
- accessible dock (TrentLloyd)
- hiking (TrentLloyd)
- special along shoreline (TrentLloyd)
- accessible trail (TrentLloyd)
- better wayfinder system (TrentLloyd)
- simple (TrentLloyd)
- consolidating parking, no parking near water (TrentLloyd)
- area where you walk over the water is muddy (TrentLloyd)
- likes the simple quality (TrentLloyd)
- ice fishing and hockey, 4 season place (TrentLloyd)
- pass initial blocking gate always muddy (TrentLloyd)

- fencing or guardrails when going over water-- all access trail (TrentLloyd)
- less is more, simplicity (TrentLloyd)
- factoring in horse people, should be horse friendly (TrentLloyd)
- unleashed dogs, signs for leashing rules (TrentLloyd)

**Principles:**

- simplicity-4 (TrentLloyd)
- preservation (TrentLloyd)
- accessible as possible while keeping look the same (TrentLloyd)
- rustic, simple, not overdone (TrentLloyd)
- nature (TrentLloyd)
- peaceful- no rough dogs- 2 (TrentLloyd)
- accessible and free (TrentLloyd)
- silly sign- better signage, sign does not present mill pond (TrentLloyd)
- welcoming (TrentLloyd)
- safe (TrentLloyd)

**Ideas:**

- preserve natural setting (TrentLloyd)
- least impact on ground (TrentLloyd)
- preservation with all access trail (TrentLloyd)
- active group removing invasives and allowing natives to grow (TrentLloyd)
- cutting back sides of trails so trail do not extend into the meadows (TrentLloyd)
- improve signs and wayfinding (TrentLloyd)
- construct as minimally as possible (TrentLloyd)
- few parking spaces (TrentLloyd)
- clearly defined parking (TrentLloyd)
- handicap spaces near pond but all other parking in upper parking lot (TrentLloyd)

- loading and unloading zone for boats (TrentLloyd)
- defined parking near cabin for events (TrentLloyd)

**Experiments:**

---

Link: <https://icompass.me/compass/view/4770ed38>

**Authors:** TrentLloyd

**Topic:** Mill Pond Trail

**Who's Involved:** Parks and Recreation Commission

**Observations:**

- all access trail-2 (TrentLloyd)
- more fishing spots (TrentLloyd)
- all access trail does not interfere with horseback riding- horses to not damage trail (TrentLloyd)
- dog socializing (TrentLloyd)
- all access means it is safe for all people (TrentLloyd)
- parking lot is terrible and wet (TrentLloyd)
- area around parking lot heyday has past, slight disrepair (TrentLloyd)
- picnic table flipped over (TrentLloyd)
- wonderful amenities that are in ill repair (TrentLloyd)
- can function better (TrentLloyd)
- parking can function better, pedestrian activity, road eroding, access road that leads to pond- pedestrians, horses are comingled, circulation safer for people for cyclist, dog walkers, horse back riders (TrentLloyd)
- destination where tree fell, what can be special there, should it loop (TrentLloyd)
- winter time is when the pond comes alive- more people use pond in the winter (TrentLloyd)
- wetland replication- crossing resource areas with structures we need to replicate the wetland areas in other areas (TrentLloyd)
- concerns about horses on granite path, could impact path and stability of surface (TrentLloyd)

**Principles:**

- sweet little old fashioned gem, hidden spot, it just feels untouched, old fashioned, swim your horse- it's magic, kids playing, dogs running, ski carnival in winter, bonfires, your towns place (TrentLloyd)

- town cares for the place, and maintains it, beautiful sunsets over the pond, calm, peaceful, relaxing, the way situated in a bowl (TrentLloyd)

- openness to all users- bikers, horses, dogs, (TrentLloyd)

### **Ideas:**

- parking, parking wars in upper lot (TrentLloyd)

- get the basics right, clean, maintained, address erosion at beach at dike (TrentLloyd)

- well drained aggregate material (TrentLloyd)

- what is the number of cars-? (TrentLloyd)

- stop parking around entry drive and pond (TrentLloyd)

- feel like the pond is clean, perception that the pond is dirty (TrentLloyd)

- parking and circulation (TrentLloyd)

- general maintenance (TrentLloyd)

- show that it is maintained, erosion fabric is exposed (TrentLloyd)

- parking lot wet- needs to be in better drained area (TrentLloyd)

- deb- described mill pond committee parking idea- p & r agreed (TrentLloyd)

- fish ladder near dam, that would enable fish migration (TrentLloyd)

- tunnel under 113 (TrentLloyd)

- 10-12 parking spaces (TrentLloyd)

- lower field parking needs some attention, needs to work for equestrians (TrentLloyd)

### **Experiments:**

- Draw Ideas and Get Community Feedback (TrentLloyd)

Link: <https://icompass.me/compass/view/1f01e168>

**Authors:** Trentlloyd

**Topic:** Mill Pond Trail

**Who's Involved:** Select Board

**Observations: 20**

- stopped going a couple years ago due to dog situation a lot of dogs not under control not comfortable if not ok w off-leash dogs (Trentlloyd)
- parking everywhere - not controlled - people don't park in designated spots (Trentlloyd)
- trail between parking area and dam can be super muddy (Trentlloyd)
- building underutilized picnic table and furniture run-down (Trentlloyd)
- one of most beautiful places in WN (Trentlloyd)
- I'm typically riding through on a mountain bike, so my exposure is fleeting unless I stop (Trentlloyd)
- seems that majority of people have dogs, under some state of control (or another). some dogs are loose, some are not. (Trentlloyd)
- I see people walking around the area, running (passing through), see people enjoying the views (Trentlloyd)
- views sometimes are not positively impacted by muddiness, run-down (and unfriendly) benches - not highly usable. dock sometimes looks askance (Trentlloyd)
- see some people bird-watching (Trentlloyd)
- some concern about eutrophication of the pond (Trentlloyd)
- parking areas are rather ill-defined and kind of unattractive (Trentlloyd)
- shoreline could be better... it's a little ragged (Trentlloyd)
- kids fishing from the dock - a great thing (Trentlloyd)
- people use shallow area to run their dogs. some people really like that capability. for some other people, that's a major turn-off. it's a double-edged sword (Trentlloyd)
- friendly, positive/fearful of its success - there are competing recreational interests... horses, dogs, fishing, etc. (Trentlloyd)
- parking is not organized laissez-faire approach, i.e. muddy etc. (Trentlloyd)

- not many organized activities there (other than upcoming Tree Walk by Tree Committee, for instance) (Trentlloyd)
- I feel privileged to be able to have my dog walk freely and run around; would like to keep that privilege (Trentlloyd)
- concern about dog/horse droppings in the pond... slow-moving water, can contribute to algae blooms (Trentlloyd)

**Principles: 9**

- welcoming and open (Trentlloyd)
- organized, expectations clear, everyone would know how it's supposed to go (Trentlloyd)
- something Town is proud of (Trentlloyd)
- bucolica place people can sit and contemplate (Trentlloyd)
- a place people can connect w nature (Trentlloyd)
- create a sense, for visitors, of "I ~want~ to go down that trail..." not just "I ~happen~ to go down whatever trailenticing, invitingCrane Estate example... create a sense of anticipation (Trentlloyd)
- a respitwhen they enter, they know they can feel relaxed (Trentlloyd)
- conveys that we have respect for land and nature (Trentlloyd)
- accessible and enjoyable to a lot of types of people and activities (Trentlloyd)

**Ideas: 20**

- limit parking to behind building, or up above in parking lot (Trentlloyd)
- raised walkway/boardwalk (rather than hard pack) could look good, be functional, and separate dogs from people and horses (Trentlloyd)
- ADA-compliant dock w platform (Trentlloyd)
- maybe paddleboats or kayaks (rentals?) (Trentlloyd)
- afternoon camps/programs to promote nature awareness (Trentlloyd)
- separate area where dogs aren't allowed (so dogs can be allowed to run, but w/o impact to those who don't prefer unleashed dogs) (Trentlloyd)
- would like to see a very ADA friendly path to allow everyone to enjoy views from south side of pond as well (Trentlloyd)
- would like to see good seating options, incl. for people with mobility issues, at the place with arguably the best views in town (Trentlloyd)

- would like to see good maps to set out the trail options and overall trail network, incl. for those visiting the area for the first time (Trentlloyd)
- nice seating and picnic area - durable and pleasant (Trentlloyd)
- raised boardwalk (Trentlloyd)
- different exercise stations... pull-up bars, etc.; done-up nicely (Trentlloyd)
- don't prefer the exercise apparatus idea (Trentlloyd)
- make accessible all the way to the southern end... really not a trail right now; wetlands, slopes, etc. (Trentlloyd)
- more trails, and/or improvements to trails, to facilitate access to more area of the park (Trentlloyd)
- reforestation of Mill Pond getting decimated (Emerald Ash Borer; also by winter storms) (Trentlloyd)
- Cabin is central for group activities make it an educational resource for youth (Trentlloyd)
- more controls... of parking, etc. managing the success of the area (Trentlloyd)
- root system tripping hazards (Trentlloyd)
- minimize/mitigate damage from use (Trentlloyd)

**Experiments:**

For Registry of Deeds Use Only



**Massachusetts Department of Environmental Protection**  
Bureau of Resource Protection - Wetlands  
**WPA Form 4B – Order of Resource Area Delineation**

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by MassDEP:  
078-0746

MassDEP File Number

eDEP Transaction Number

West Newbury

City/Town

**A. General Information**

**Important:** When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



**Note:** Before completing this form consult your local Conservation Commission regarding any municipal bylaw or ordinance.

From: West Newbury  
1. Conservation Commission

2. This Issuance is for (check one):

- a.  Order of Resource Area Delineation
- b.  Amended Order of Resource Area Delineation

3. Applicant:

Angus Jennings  
a. First Name b. Last Name  
Town of West Newbury  
c. Organization  
381 Main Street  
d. Mailing Address  
West Newbury MA 01985  
e. City/Town f. State g. Zip Code

4. Property Owner (if different from applicant):

SAME  
a. First Name b. Last Name  
c. Organization  
d. Mailing Address  
e. City/Town f. State g. Zip Code

5. Project Location:

693 Main Street West Newbury 01985  
a. Street Address b. City/Town c. Zip Code  
R22 3  
d. Assessors Map/Plat Number e. Parcel/Lot Number

Latitude and Longitude 42.804539 N -70.967525 W  
(in degrees, minutes, seconds): d m s d m s

6. Dates: 05/04/2022 05/16/2022 06/13/2022  
a. Date ANRAD filed b. Date Public Hearing Closed c. Date of Issuance



Massachusetts Department of Environmental Protection  
Bureau of Resource Protection - Wetlands

Provided by MassDEP:  
078-0746  
MassDEP File Number

# WPA Form 4B – Order of Resource Area Delineation

eDEP Transaction Number  
West Newbury  
City/Town

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

## A. General Information (cont.)

7. Title and Date (or Revised Date if applicable) of Final Plans and Other Documents:

Plan to Accompany an Abbreviated Notice of Resource Area Delineation	06/06/2022
Mill Pond West Newbury, MA	b. Date
_____	_____
c. Title	d. Date

## B. Order of Delineation

1. The Conservation Commission has determined the following (check whichever is applicable):

a.  **Accurate:** The boundaries described on the referenced plan(s) above and in the Abbreviated Notice of Resource Area Delineation are accurately drawn for the following resource area(s):

- 1.  Bordering Vegetated Wetlands
- 2.  Other resource area(s), specifically:

a. Riverfront resrouce area

b.  **Modified:** The boundaries described on the plan(s) referenced above, as modified by the Conservation Commission from the plans contained in the Abbreviated Notice of Resource Area Delineation, are accurately drawn from the following resource area(s):

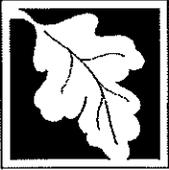
- 1.  Bordering Vegetated Wetlands
- 2.  Other resource area(s), specifically:

a. \_\_\_\_\_

c.  **Inaccurate:** The boundaries described on the referenced plan(s) and in the Abbreviated Notice of Resource Area Delineation were found to be inaccurate and cannot be confirmed for the following resource area(s):

- 1.  Bordering Vegetated Wetlands
- 2.  Other resource area(s), specifically:

\_\_\_\_\_  
\_\_\_\_\_



Massachusetts Department of Environmental Protection  
Bureau of Resource Protection - Wetlands

Provided by MassDEP:

078-0746

MassDEP File Number

# WPA Form 4B – Order of Resource Area Delineation

eDEP Transaction Number

West Newbury

City/Town

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

## B. Order of Delineation (cont.)

- 3.  The boundaries were determined to be inaccurate because:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## C. Findings

This Order of Resource Area Delineation determines that the boundaries of those resource areas noted above, have been delineated and approved by the Commission and are binding as to all decisions rendered pursuant to the Massachusetts Wetlands Protection Act (M.G.L. c.131, § 40) and its regulations (310 CMR 10.00). This Order does not, however, determine the boundaries of any resource area or Buffer Zone to any resource area not specifically noted above, regardless of whether such boundaries are contained on the plans attached to this Order or to the Abbreviated Notice of Resource Area Delineation.

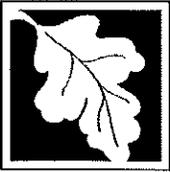
This Order must be signed by a majority of the Conservation Commission. The Order must be sent by certified mail (return receipt requested) or hand delivered to the applicant. A copy also must be mailed or hand delivered at the same time to the appropriate DEP Regional Office (see <https://www.mass.gov/service-details/massdep-regional-offices-by-community>).

## D. Appeals

The applicant, the owner, any person aggrieved by this Order, any owner of land abutting the land subject to this Order, or any ten residents of the city or town in which such land is located, are hereby notified of their right to request the appropriate DEP Regional Office to issue a Superseding Order of Resource Area Delineation. When requested to issue a Superseding Order of Resource Area Delineation, the Department's review is limited to the objections to the resource area delineation(s) stated in the appeal request. The request must be made by certified mail or hand delivery to the Department, with the appropriate filing fee and a completed Request for Departmental Action Fee Transmittal Form, as provided in 310 CMR 10.03(7) within ten business days from the date of issuance of this Order. A copy of the request shall at the same time be sent by certified mail or hand delivery to the Conservation Commission and to the applicant, if he/she is not the appellant.

Any appellants seeking to appeal the Department's Superseding Order of Resource Area Delineation will be required to demonstrate prior participation in the review of this project. Previous participation in the permit proceeding means the submission of written information to the Conservation Commission prior to the close of the public hearing, requesting a Superseding Order or Determination, or providing written information to the Department prior to issuance of a Superseding Order or Determination.

The request shall state clearly and concisely the objections to the Order which is being appealed and how the Order does not contribute to the protection of the interests identified in the Massachusetts Wetlands Protection Act, (M.G.L. c. 131, § 40) and is inconsistent with the wetlands regulations (310 CMR 10.00). To the extent that the Order is based on a municipal bylaw or ordinance, and not on the Massachusetts Wetlands Protection Act or regulations, the Department of Environmental Protection has no appellate jurisdiction.



Massachusetts Department of Environmental Protection  
Bureau of Resource Protection - Wetlands

Provided by MassDEP:

078-0746  
MassDEP File Number

# WPA Form 4B – Order of Resource Area Delineation

eDEP Transaction Number

West Newbury  
City/Town

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

## E. Signatures

06/13/2022  
Date of Issuance

4

1. Number of Signers

Please indicate the number of members who will sign this form.

### Signatures

	_____ Signature of Conservation Commission Member	Judith G. Mizner	_____ Printed Name
	_____ Signature of Conservation Commission Member	Margaret Hawkins	_____ Printed Name
	_____ Signature of Conservation Commission Member	Thomas M. Atwood	_____ Printed Name
	_____ Signature of Conservation Commission Member	Katharine T. Feehery	_____ Printed Name
_____	_____ Signature of Conservation Commission Member	_____	_____ Printed Name
_____	_____ Signature of Conservation Commission Member	_____	_____ Printed Name
_____	_____ Signature of Conservation Commission Member	_____	_____ Printed Name
_____	_____ Signature of Conservation Commission Member	_____	_____ Printed Name

This Order is valid for three years from the date of issuance.

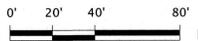
If this Order constitutes an Amended Order of Resource Area Delineation, this Order does not extend the issuance date of the original Final Order, which expires on \_\_\_\_\_ unless extended in writing by the issuing authority. 06/13/2025

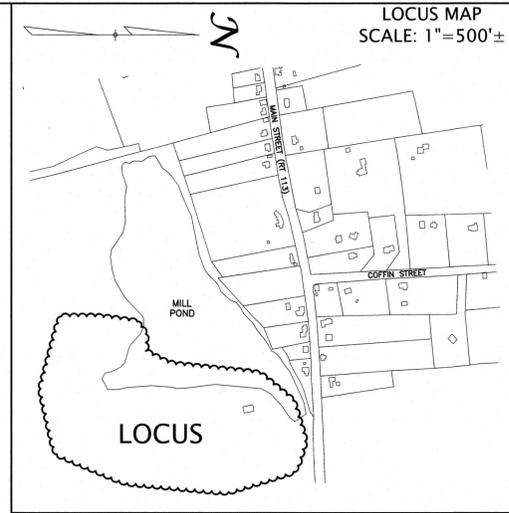
This Order is issued to the applicant and the property owner (if different) as follows:

2.  By hand delivery on \_\_\_\_\_ 3.  By certified mail, return receipt requested on \_\_\_\_\_

a. Date 06/13/2022 - To Angus Jennings a. Date \_\_\_\_\_

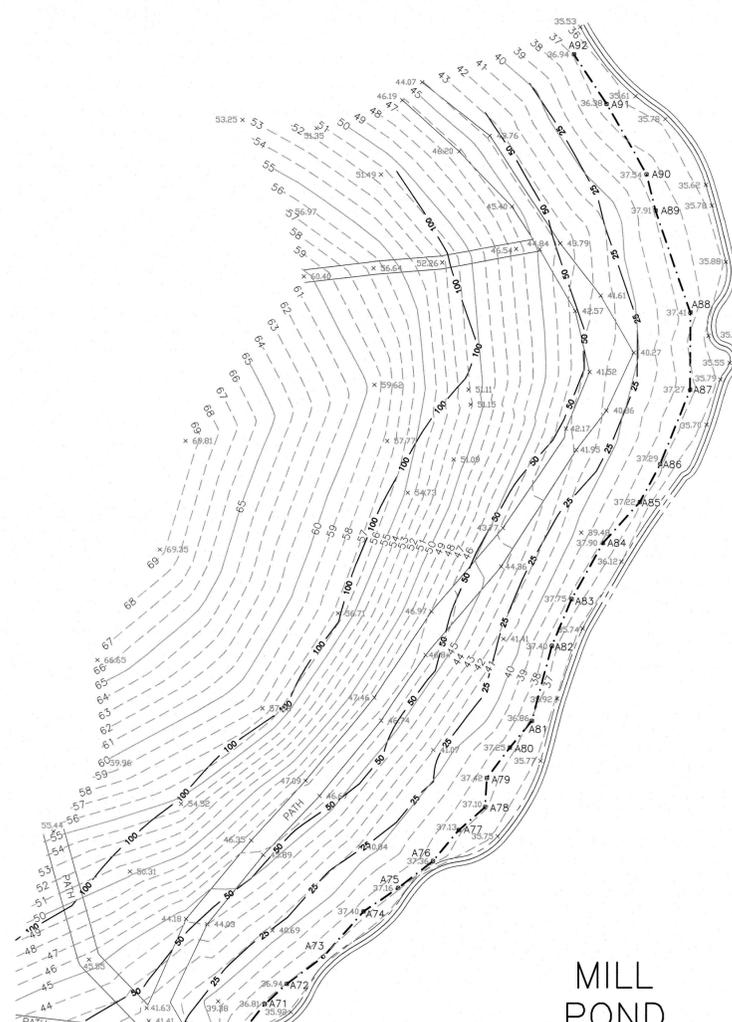
# PLAN TO ACCOMPANY AN ABBREVIATED NOTICE OF RESOURCE AREA DELINEATION MILL POND WEST NEWBURY, MA

SCALE: 1" = 40'  DATE: APRIL 14, 2022  
REVISED: JUNE 6, 2022

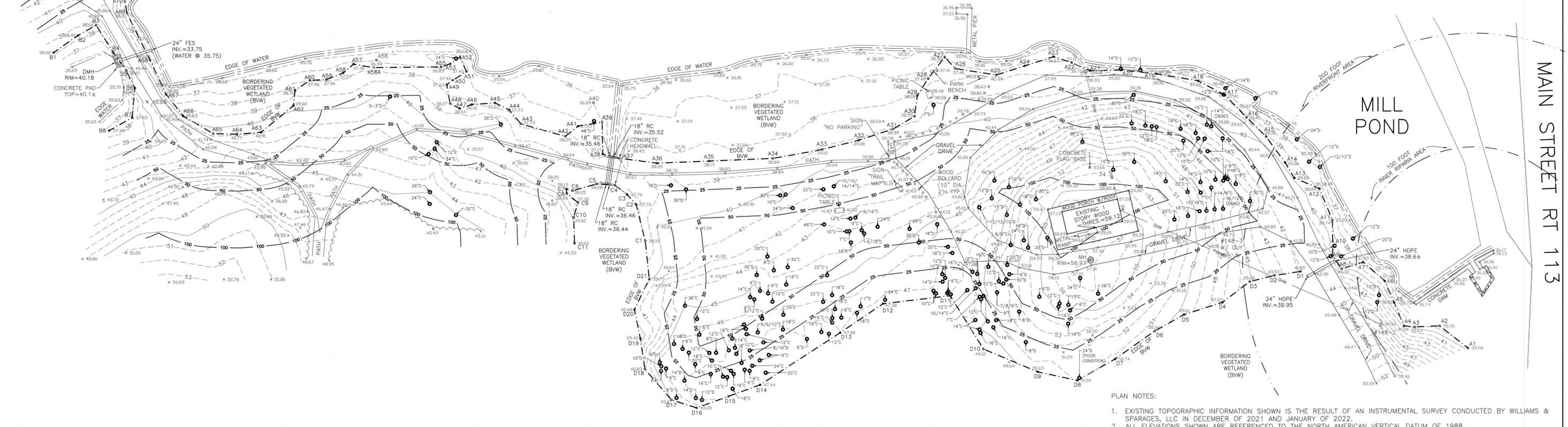


**LEGEND OF ABBREVIATIONS & SYMBOLS**

EXISTING 1-FOOT CONTOUR	---	49
EXISTING 5-FOOT CONTOUR	---	50
EXISTING SPOT ELEVATION	x	50.74
EDGE OF BORDERING VEGETATED WETLAND	---	25
25' FROM WETLANDS	---	50
50' FROM WETLANDS	---	100
100' WETLAND BUFFER ZONE	---	
EDGE OF WATER	---	
OVERHEAD WIRE	---	
MANHOLE	⊕	
DRAIN MANHOLE	⊖	
UTILITY POLE	⊕	
ELECTRIC METER	⊕	
WOOD BOLLARD	⊕	
TREE	•	
CONIFEROUS	C	
DECIDUOUS	D	
REINFORCED CONCRETE	RC	
HIGH DENSITY POLYETHYLENE	HDPE	
FLARED END SECTION	FES	
INVERT	INV.	
THRESHOLD	THRES.	



MILL POND



MAIN STREET RT 113

- PLAN NOTES:**
- EXISTING TOPOGRAPHIC INFORMATION SHOWN IS THE RESULT OF AN INSTRUMENTAL SURVEY CONDUCTED BY WILLIAMS & SPARGES, LLC IN DECEMBER OF 2021 AND JANUARY OF 2022.
  - ALL ELEVATIONS SHOWN ARE REFERENCED TO THE NORTH AMERICAN VERTICAL DATUM OF 1988.
  - WETLAND RESOURCE AREAS SHOWN DELINEATED BY WILLIAMS & SPARGES, LLC ON NOVEMBER 26, 2021.

P:\WORK\40190\189 NORTH MAIN\189 NORTH MAIN\189 NORTH MAIN\189 NORTH MAIN.dwg, LWT



# TOWN OF WEST NEWBURY

## BOARD OF HEALTH

TOWN OFFICE BUILDING  
381 MAIN STREET, WEST NEWBURY, MA 01985

PHONE 978-363-1100  
FAX: 978-363-1119

July 7, 2022

Mill Pond building septic system & the proposed all access trail system

Hi Angus,

I reviewed the existing septic plan for the Mill Pond Recreational building and have the following comments. The existing septic plan on file was approved in 1975 and had a daily design flow of 1625 gallons per day (or 25 gallons per person per day – with a 20% reduction for seasonal use). There are no as-built plans on file, however, I can confirm that there is an existing tank located within the upper circular gravel driveway. Several years back, the tank was located and a riser and manhole cover were installed to grade. The exact location or size of the leaching area is unknown (the approved septic plans show (8) 41' long leach trenches).

From my limited review of the draft conceptual all access trail system plans, it appears that a portion of the proposed parking area may be located over the existing septic system. At some point, prior to final design ideas, the existing system should be located, inspected and staked in the field so the actual location can be depicted on future conceptual plans. The proposed system was a stone and pipe system which can typically handle the weight of vehicles, if designed for such. If not, modifications to the existing septic system may be needed for vehicle traffic.

I would anticipate a cost of under \$1,000 to inspect, locate & field stake the existing septic components.

Any questions, let me know.

Paul

No. 75-37

FEE None

THE COMMONWEALTH OF MASSACHUSETTS

BOARD OF HEALTH

TOWN OF WEST NEWBURY

Application for Disposal Works Construction Permit

Application is hereby made for a Permit to Construct (X) or Repair ( ) an Individual Sewage Disposal System at:

Bath House, Mill Pond Area

Location - Address  
Selectmen Town of West Newbury

or Lot No.  
Town Hall

Owner  
Stanley Bill

Address  
Bachelor St.

Installer

Address

Type of Building

Size Lot.....Sq. feet

Dwelling — No. of Bedrooms.....Expansion Attic ( ) Garbage Grinder ( )

Other — Type of Building ..... No. of persons..... Showers ( ) — Cafeteria ( )

Other fixtures .....

Design Flow.....25 gallons per person per day. Total daily flow.....1625 gallons.

Septic Tank — Liquid capacity.....2500 gallons Length..... Width..... Diameter..... Depth.....

Disposal Trench — No. Ten Width.....3 ft. Total Length.....400' Total leaching area.....1320 sq. ft.

Seepage Pit No..... Diameter..... Depth below inlet..... Total leaching area.....sq. ft.

Other Distribution box ( ) Dosing tank ( )

Percolation Test Results Performed by..... Date.....

Test Pit No. 1.....10 minutes per inch Depth of Test Pit.....96.03 Depth to ground water.....No G. W.

Test Pit No. 2.....10 minutes per inch Depth of Test Pit.....96'' Depth to ground water.....No G. W.

Description of Soil.....Special Note: System to be installed to plans approved by the State Department of Public Health. Also to comply with special specifications which accompanied the Plan.

Nature of Repairs or Alterations — Answer when applicable.....

Agreement:

The undersigned agrees to install the aforescribed Individual Sewage Disposal System in accordance with the provisions of Article XI of the State Sanitary Code — The undersigned further agrees not to place the system in operation until a Certificate of Compliance has been issued by the board of health.

Signed Albert E. Cull Ch. Selectmen 11-3-75

Application Approved By Francis A. Bartlett Ch. Board of Health Nov. 4, 1975

Application Disapproved for the following reasons:.....

Permit No. 75-37

Issued November 4, 1975

THE COMMONWEALTH OF MASSACHUSETTS

BOARD OF HEALTH

TOWN OF WEST NEWBURY

Certificate of Compliance

THIS IS TO CERTIFY, That the Individual Sewage Disposal System constructed (X) or Repaired ( ) by.....

Installer

at.....

has been installed in accordance with the provisions of Article XI of The State Sanitary Code as described in the application for Disposal Works Construction Permit No. 75-37 dated Nov. 4, 1975

THE ISSUANCE OF THIS CERTIFICATE SHALL NOT BE CONSTRUED AS A GUARANTEE THAT THE SYSTEM WILL FUNCTION SATISFACTORY.

DATE.....

Inspector.....

CHECK OR FILL IN WHERE APPLICABLE





**TOWN OF WEST NEWBURY**  
**APPLICATION FOR PROJECT FUNDING**  
**COMMUNITY PRESERVATION COMMITTEE**

Applicants should file eight (8) copies of the completed Application and all accompanying documents with the Community Preservation Committee, Town Office Building, West Newbury MA 01985, and an electronic copy to [cpc@wnewbury.org](mailto:cpc@wnewbury.org).

**PROJECT NAME:** \_\_\_\_\_

**PROJECT ADDRESS:** \_\_\_\_\_

**MAP/LOT:** \_\_\_\_\_

**APPLICANT NAME:** \_\_\_\_\_

(Group or Committee Affiliation)

**CONTACT PERSON:** \_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**COMMUNITY PRESERVATION CATEGORY:**

*(Please check all that apply)*

- Community Housing**
- Historic Preservation**
  - Eligible/On State Registry**
  - Designated by Historic Commission**
- Open Space & Recreation**

The Committee may require, as a condition for funding, that the applicant grant to the Town or other authorized grantee certain restrictions, including: preservation restrictions on rehabilitated or acquired historic resources, conservation restrictions on preserved or acquired lands, and deed restrictions on affordable housing projects. If applicable, the restriction shall be recorded at the Southern Essex District Registry of Deeds.

Town of West Newbury, CPA Requirements, Guidelines, and Applications, Excerpt from CPC Plan, November, 2019

**REQUIRED NARRATIVE: PLEASE PROVIDE A NARRATIVE ON A SEPARATE SHEET WHICH ADDRESSES THE FOLLOWING REQUIREMENTS**

**PROJECT SUMMARY:** Provide a description of the Project, including the property involved and its proposed use.

**PUBLIC BENEFIT:** Describe in detail the benefits West Newbury will receive from the Project and how the Project fulfills the Community Preservation Committee's Project Evaluation Criteria.

**CONTROL OF SITE:** Indicate whether the applicant owns or has a purchase agreement for the Project site. If the property is under agreement, include a description of the agreement and the timing and conditions. If the applicant does not have site control, explain.

## **SEE FOLLOWING PAGE FOR FULL RESPONSE TO FEASIBILITY QUESTION**

**FEASIBILITY:** List all steps that may be required for completion of the Project, such as environmental assessment, zoning or other approvals, agreement on terms of any required conservation, affordability or historic preservation restrictions, and any other known issues. For projects that may impact abutters or the neighborhood, describe methods used to notify abutters of the proposal, and support or objections from those affected.

**SUPPORT:** Have the appropriate Town Boards and Commissions expressed support and/or approved the project? What is the nature and level of community support for this project?

**PROJECT TIMELINE:** Describe the anticipated steps or phases for completion of the Project. Demonstrate whether the Project will be ready to proceed in the coming fiscal year. Will this be a multiyear project?

FEASIBILITY: List all steps that may be required for completion of the Project, such as environmental assessment, zoning or other approvals, agreement on terms of any required conservation, affordability or historic preservation restrictions, and any other known issues. For projects that may impact abutters or the neighborhood, describe methods used to notify abutters of the proposal, and support or objections from those affected.

1. Procure survey, design, and permitting services: As part of developing this proposal, the project partners secured a fee proposal for survey, wetland delineation, landscape architectural, and permitting services from GPI. A Request for Qualifications with a detailed scope of work will be prepared to solicit at least three bids to complete the work.
2. Existing Conditions Survey, Wetland Delineation, Concept Development: Using the existing conditions survey, wetland delineation and guidance from the project partners, the selected consultant team will prepare at least three concepts for presentation at a public design workshop.
3. Public Meeting #1: Community engagement through public meetings will be an important component of the project to realize community consensus. The first public meeting will be held in the fall of 2021 at the lodge at Mill Pond to present several concepts for the path, the destinations along the path, and where people park to access the path. Each concept will have key questions for the public to consider when evaluating the options.
4. 25% Construction Plans: Based on feedback from the first public meeting and guidance from project partners, the consultant will prepare 25% Construction Plans that synthesizes the preferred concept(s) into one site plan. The development of the site plan will further test to concept to make sure it fits with the project's goals and is constructible.
5. Public Meeting #2: The revised site plan will be presented at a second public meeting to confirm the design is on the right track. The meeting will take place in the winter to make sure the public and the design team are able to evaluate how the site is used during the winter when skating and ice fishing are popular. The goal is to ensure universal access for these winter activities as well.
6. 50% Construction Plans / West Newbury Conservation Commission Permitting: Based on feedback from the second public meeting the consultant will prepare 50% plans suitable for permitting purposes with the West Newbury Conservation Commission.
7. Apply to WN Community Preservation Committee and the state's PARC or LWCF program to secure funds for final design and construction.

**FUNDING:**

- A. **Amount of Community Preservation Funding Requested:** \$ \_\_\_\_\_
- B. Include a full budget, including itemization of major components and breakdown of construction and maintenance costs. Describe the basis for your budget and the sources of information you used.

- C. **Other Sources of Funding Available:** If funding from other sources may be available for the Project, please complete the following table:

SOURCE OF FUNDING	AMOUNT REQUESTED	STATUS (COMMITTED Y/N IF NOT-WHEN)	CONTINGENT ON CP FUNDS (Y/N)

***ATTACHMENTS: SEE GUIDELINES FOR PROJECT SUBMISSION AND ATTACHMENTS. YOU MAY BE REQUESTED TO PROVIDE ADDITIONAL INFORMATION.***

*..SUBMISSION OF AN APPLICATION DOES NOT CONSTITUTE ACCEPTANCE OF A PROJECT*

*John Dodge*

**February 1, 2021** Applicant Signature and Date

**For questions contact:** [cpc@wnewbury.org](mailto:cpc@wnewbury.org), 978-363-1100 X131.



# Town of West Newbury

381 Main Street

West Newbury, Massachusetts 01985

Angus Jennings, Town Manager

978-363-1100, Ext. 111 Fax 978-363-1826

[townmanager@wnewbury.org](mailto:townmanager@wnewbury.org)

February 1, 2021

Amanda Lewis  
MassTrails Program Manager  
Department of Conservation and Recreation  
136 Damon Road  
Northampton, MA 01060

Dear Amanda Lewis:

The Town of West Newbury enthusiastically supports this proposal to the MassTrails program for the Mill Pond All-Access Trail. Planning for the Mill Pond All-Access Trail began nearly a year ago when the town began developing the update to its Open Space and Recreation Plan. The recreation area has tremendous potential to supplement the town's system of trails.

The Board of Selectmen and the Mill Pond Committee voted unanimously for the Town of West Newbury to submit the Mill Pond All-Access Trail proposal to the MassTrails program. This is a significant opportunity for the town to implement a thoughtful planning and design process to realize the untapped potential of the Mill Pond Recreation Area.

Again, the town supports the application to the MassTrails program to support the development of an all-abilities trail at Mill Pond. My office and other involved Town personnel are committed to the successful implementation of this project.

Sincerely,

Angus Jennings  
Town Manager

**From:** Dave Rimmer [REDACTED]  
**Subject:** Re: Mill Pond All Access Trail West Newbury  
**Date:** January 20, 2021 at 4:22 PM  
**To:** p [REDACTED]  
[REDACTED]



Pat,

This sounds like an interesting and worthwhile project. In the CR, paragraph B.10 allows trail construction. So as long as the project gets local approvals and is consistent with the PipeStave/Mill Pond Management Plan, it would be consistent with the CR and allowable in Greenbelt's opinion.

Dave

Dave Rimmer  
Director of Land Stewardship  
Greenbelt | Essex County's Land Trust  
82 Eastern Avenue  
Essex, MA 01929  
[REDACTED]



On Mon, Jan 18, 2021 at 12:52 PM ppreaser [REDACTED] wrote:

Hi Dave: For further information, I attach the CPC application for eligibility which further describes the extent of the project for which grant funds are sought. Patricia

To members of the West Newbury Open Space Committee:

I am writing to express my enthusiastic support and gratitude for your ongoing efforts to develop accessible trails on West Newbury Town property. As a former Chair and long-time member of the West Newbury Open Space Committee, I know first-hand that the development of accessible trails has long been an OSC priority. I must admit, however, it never occurred to me during those long-ago Committee discussions that I would one day be among the disabled to benefit from the proposal to fill the accessibility gap in our trail system.

Since suffering a stroke in 2017, I have greatly missed my frequent forays into the woods for walks and all the associated benefits of time spent in nature.

I have worked very hard in the intervening years to regain the ability to walk with a cane, but have had to limit myself to walks along the roadside, because trail terrain makes it too difficult to maintain my balance. An accessible trail alongside the pond would allow me to return to my favorite and most familiar walking place. The chance to meet again with friends for a walk at Mill Pond would make my continuing efforts toward strength and recovery a joyful pleasure.

Having spent many hours in physical therapy at local rehab facilities, I now know many people who would benefit -- temporarily and over the long term -- from an accessible trail at Mill Pond. People, for example, who have undergone knee or hip replacements, those who have developed problems with balance from a wide-range of infirmities and injuries, or who are confined to a wheelchair, the elderly, as well as disabled children of all ages. People (such as myself) who don't have any idea yet when or if they might one day benefit!

I know you will consider all of us when seeking support for accessible opportunities within our Town's beautiful open spaces.

Thank you.

**Leigh Stoecker**

## Brad Buschur

---

**From:** Ronald Headrick [REDACTED]  
**Sent:** Sunday, January 3, 2021 6:13 PM  
**To:** Brad Buschur  
**Subject:** Mill Pond Design  
**Attachments:** FEE\_Mill Pond Rec Area\_01-03-2021.pdf; Survey Limits\_01-03-2021.pdf

Hi Brad,

Happy New Year!

I developed a cost estimate for the Mill Pond and came up with a fee of about \$62K for survey, wetland flagging, 50% design and permitting – See attached.

A number of things that effect the design costs:

- Survey – Based on our site walk, I put together the attached plan showing approximate survey limits. This includes an area roughly 5-acres in size that includes 1,800 feet of shoreline (Bank) and at least 500 feet of BVW in the woods that will need to be flagged (possibly more along the shoreline). I searched for local bylaws but did not find much. I know we talked about how we might be able to reduce the amount of survey, but then I think about the types of things that we would need to design an accessible trail, but perhaps even more importantly what the Con Com may require such as shoreline edge, buffers, topo, trees over a certain size, etc. As such the survey and wetland flagging is about 40% of the fee. One way we can try to reduce the costs is to take a LIDAR scan of the project area and then extract info as we need it. That would save on field time and extra trips. We are doing this more and more on projects.
- Conceptual Design – includes time for development of three concepts showing different site arrangements as we discussed.
- Public meeting – I included time for one meeting. Let me know if you envision more or less.
- Design development – preparation of a preliminary set of plans suitable for Con Com. Includes time for stormwater design – we need to make sure we get survey in support of stormwater basins, etc.
- Preliminary Cost estimate
- NOI application prep, submission, and meeting attendance.
- Stormwater report.

I think this is what you were looking for. Let me know if you need more for your CPA application.

Ron

Ronald Headrick, R.L.A.  
*Assistant Vice President / Director of Landscape Architecture*



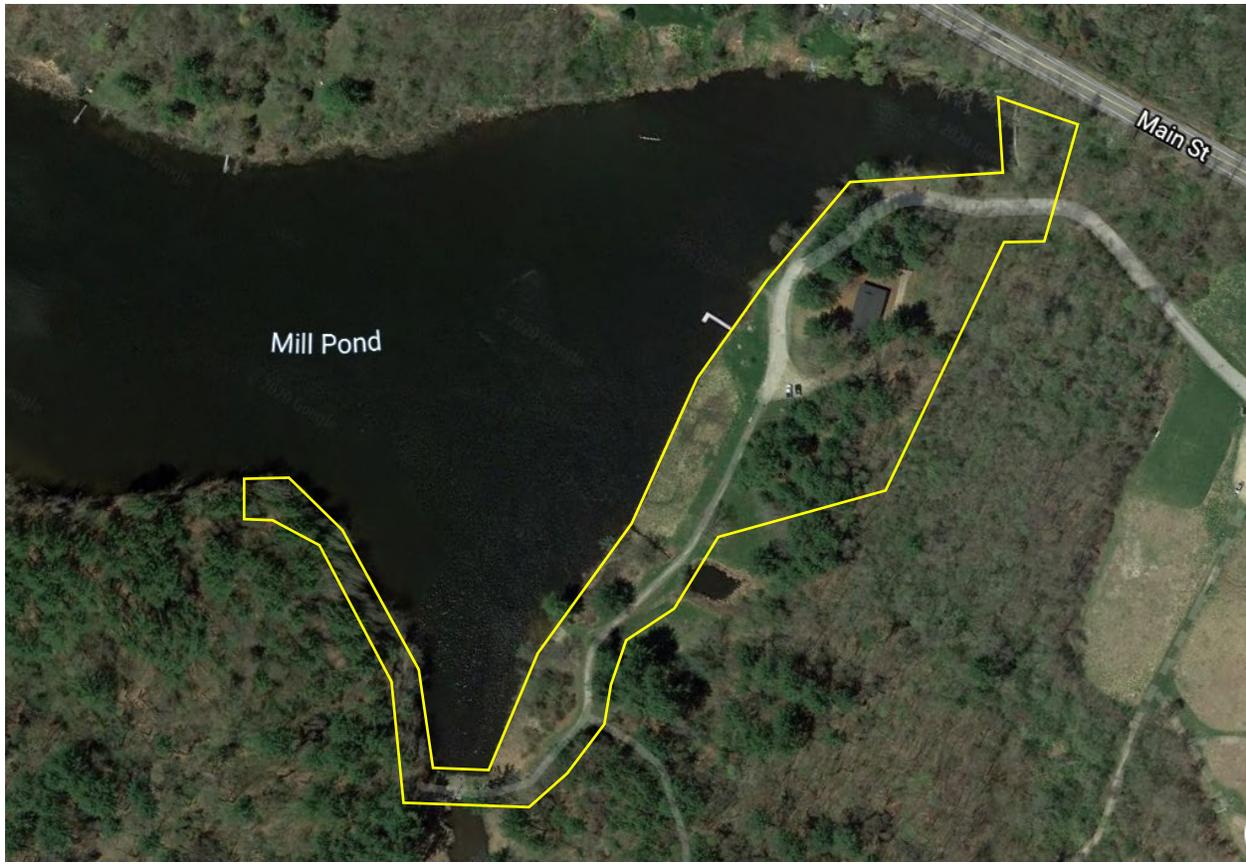
*An Equal Opportunity Employer*

**Mill Pond Recreation Area**  
**West Newbury, MA**  
 Estimated Design Fee

Greenman-Pedersen, Inc.												
Task	Principal In-Charge	Project Mgr. / Landscape Architect 1	Landscape Architect 2	Landscape Architect 3	Lead Engineer Drainage	Environmental Permitting	Hours by Task	Labor by Task	Direct Expenses	Survey (TBD)	Wetland Flagging (TBD)	Total by Task
Hourly Rate (direct labor + 1.55 OH x 10% Fee)												
	\$ 265.00	\$ 182.00	\$ 98.00	\$ 78.00	\$ 142.00	\$ 104.00						
<b>TASK 1: EXISTING CONDITIONS &amp; SITE ANALYSIS</b>												
1.1	Existing Conditions Field Survey <sup>1</sup>	2					2	\$ 364	\$200	\$16,500	\$7,500	\$24,564
1.2	Site Analysis	4	8		8	4	24	\$ 3,064	\$40			\$3,104
<b>TASK 2: CONCEPT DEVELOPMENT</b>												
2.1	Conceptual Alternatives	8	20	4			32	\$ 3,728				\$3,728
2.2	Public Meeting - Preliminary Design (includes prep time)	4	8		4		16	\$ 2,080	\$50			\$2,130
<b>TASK 3: DESIGN DEVELOPMENT</b>												
3.1	Preliminary Design Plans	2	12	40	24	4	82	\$ 9,658	\$100			\$9,758
3.2	Preliminary Cost Estimate		2	4	8	6	20	\$ 2,232				\$2,232
<b>TASK 4: PERMITTING</b>												
4.1	Notice of Intent Application	2	8	4	24	8	86	\$ 9,546	\$100			\$9,646
4.2	Stormwater Report	2				40	48	\$ 6,834	\$100			\$6,934
<b>LABOR TOTAL</b>												
	6	40	44	76	90	54	310					
Subtotal Cost \$ 1,590 \$ 7,280 \$ 4,312 \$ 5,928 \$ 12,780 \$ 5,616 \$ 37,506 \$ 590 \$ 16,500 \$ 7,500 \$ 62,096												

<sup>1</sup>Estimate approx. 5-acres w/ 1800 ft bank/500 ft BVW Flagging

**\$ 62,096**



Estimated survey limits – includes approximately 5-acres of area with 1,800 feet of shoreline and 500 feet of BVW to flag.

# Mill Pond All Access Trail

Creating a plan for an accessible route linking renovated amenities along the waterfront.



# Mill Pond All Access Trail

## Project Location



# Mill Pond All Access Trail

Mill Pond Recreation Area



# Mill Pond All Access Project

Existing dock and picnic area



# Mill Pond All Access Project

Existing dock and picnic area



# Mill Pond All Access Project

Existing trail and parking





# Mill Pond All Access Project

Existing dog and horse beach



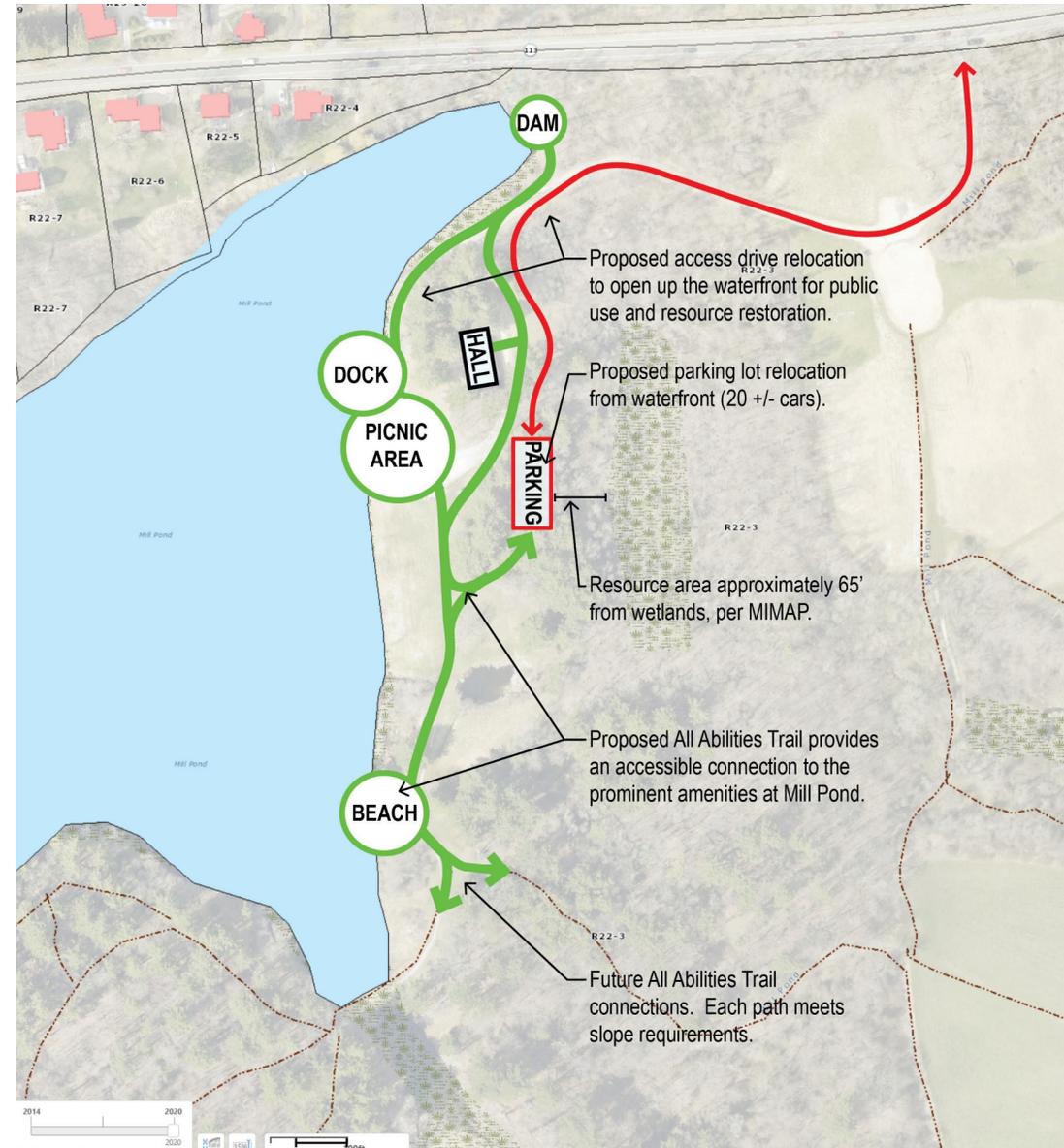
# Mill Pond All Access Project

Winter view from the pond, note lodge on the hill



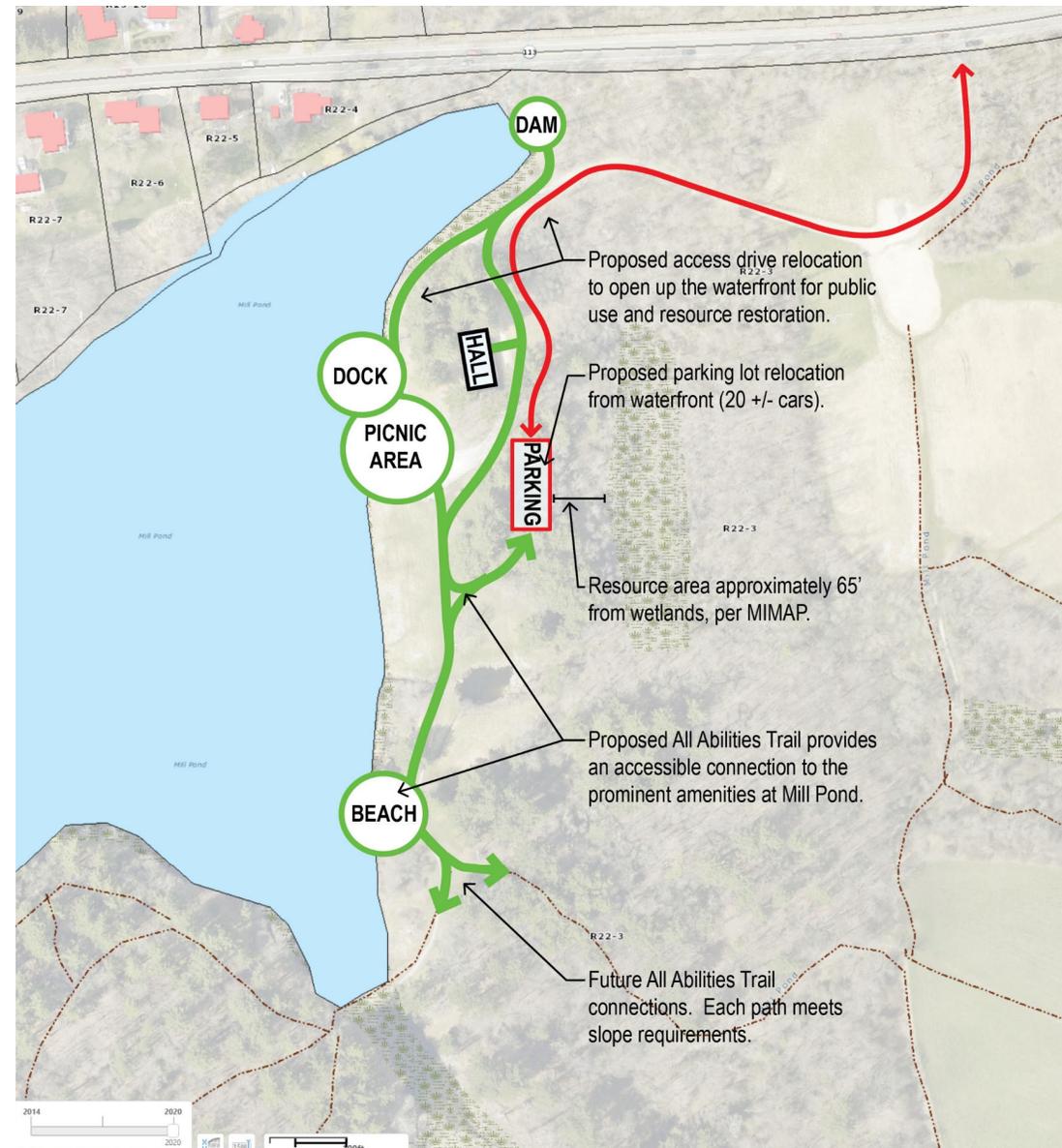
# Mill Pond All Access Project Phase 1 Goals

- Create a plan for an accessible route linking renovated amenities along the waterfront.
- Evaluate Mill Pond's entry sequence. Where is the HC parking and how do those with disabilities access the park's amenities (dock, beach, dam, picnic area, and the hall).
- Prioritizing a waterfront for people over vehicles.



# Mill Pond All Access Project Phase 1 Deliverables

1. Existing conditions survey
2. Wetland delineation
3. Concept development
4. Public Meeting(s)
5. Evaluation of CR alignment
6. 50% Construction plans
7. Permitting requirements
8. Construction cost estimate



*painting project, the Town's DPW would perform all the necessary upfront work (sweat equity) to ready the property for final painting, after which DPW would then re-install downspouts, drains, a new ADA ramp and alarm/wiring boxes as stated in the proposal.*

*This project meets the criteria in the CPA for preservation, rehabilitation and/or restoration of an historic resource and is therefore appropriate for CPC funding. The total proposed fee is \$104,850*

Parker asked if the downspouts were copper or some other material, as copper is sometimes stolen from buildings, although that might not be an issue here. Bill replied they were either aluminum or other metal, not copper. Cronin asked if there had been an earlier lead abatement done on the building; Bill said "no." Further discussion continued on lead paint abatement. It was noted that there is no lead paint near the daycare center at the rear of the building. Janes reminded the Committee that it is not the "Old" Town Hall; it's the only Town Hall in West Newbury. Mizner moved to approve application for funding, Bill seconded, motion passed with unanimous approval (5-0).

**The Mill Pond All Persons Trail** Brad Buschur, Member Open Space Committee addressed this funding proposal, saying the written request submitted to the Committee was pretty straightforward; he had nothing further to present. Mizner asked what is meant by 50% construction plans. Buschur responded, it's about the level of effort that the engineer or landscape architect have put into the project. 100% construction plans would include final drawings and usually includes bid specifications. Generally when applicants come before the Conservation Commission, for example, those plans are usually 50-75% complete. Mizner then asked what about 25%. Buscher replied that 25% is just a bit sketchy, more conceptual. You start looking at drainage, engineering questions, moving from paper and pencil to CAD designing, after the public has weighed in. Mizner asked if the final location of the trail is set. Buschur said the trail will pretty much stay where it is now, where the road is, where the plows go, within the existing trail right-of-way. Jennings brought up permitting requirements beyond the Conservation Commission, asking if Planning Board Site Plan Review would be part of this project. Buschur replied he didn't think permitting would be addressed, but if Planning Board review was necessary, he thought it would not take more than 2 days of work. Mizner asked for definitions of PARC (Parkland Acquisition and Renovation for Communities) and LWCF (Land and Water Conservation Fund). If the separate grant application submitted is approved, a MassTrails grant would provide 50% of the total cost and CPC would provide the other 35%. Responding to a question about the request amount, Buschur stated the request to CPC is for \$30,000. He said they had recently applied to MassTrails for design grant which would match the CPC funds. Cronin asked how public outreach will happen. Buschur said they will have meetings at the lodge, do a site walk, determine where things will go. Then a second meeting will be scheduled for both the public and CPC. Cronin asked about the project timeline; Buschur said it will be done within Fiscal Year 2022. Construction will commence after July 2022, subject to funding.

Buschur stated that there are many unsafe things going on at the site. Because of the intensive use of the pond cars and large trucks are parking everywhere, and kids and dogs are running where the vehicles are. Mizner asked when the wetland delineation would be done; Buschur said that would depend on funding. Jennings said it seems important to determine whether the project can go forward, just with CPA funds or whether the award of CPC funds is contingent on the MassTrails grant funding. Mizner then asked how much of the project could get done with just CPC funding, if the MassTrails grant isn't approved. Buschur estimated that a budget of only \$30,000 (instead of the full \$60,000 sought) would exclude resource area delineation and surveys, but would include site plans using available materials, and would include outreach (a couple of meetings and a site walk). Jennings asked if MassTrails would be awarding funds by the Town Meeting date of May 22<sup>nd</sup>. Buschur said, no, it's not likely. Mizner likes the concept, but expressed concern over what could be done without all the funding needed. Jennings suggested that perhaps the application should be re-worked showing how much could be done with only CPC funding (\$30,000) and how much would be done if the entire request (including the Mass Trails grant) was approved. Buscher described the quote from GPI as including ballpark figures; there may be firms who could do the work for less. Parker asked if they didn't get the MassTrails grant could the project be done incrementally over a couple of years – noting that clearly this budget is not for project build-out. Buschur said it is a staged process - plan, design, then build. Gard asked if they could break out what work could be done with just CPC funding. Buschur did not have an alternative scope developed, but could come back with a revised scope of work assuming just the \$30,000 from CPC funds. Gard asked who would manage this project. Answer: Angus Jennings and Wayne Amaral, with lots of input from Open Space and Buschur personally. There were additional questions about grants. Parker asked what funds are available from the Commonwealth after the design is done. Buschur said that the PARC and LWCF programs are a really good fit for this project. He noted that the LWCF funds come from the Federal Government, with their funding coming from royalties from oil drilling, and that the program is now permanently funded at around \$15 million per year. Mizner asked Buscher to come back with the alternative proposal for the next meeting.

**Whetstone Greenway** was also addressed by Buschur. The question of length was brought up at the last meeting. He now estimates that it is around 450- 460 feet in length from where it comes off the cul-de-sac. There are two wetland crossings. Pending receipt of the CAD and the survey from the developer, he would be preparing design plans and working with Conservation Commission member Wendy Reed on the permitting. He would work with a contractor for bidding the work, getting 3 quotes to build a natural path with 3/8 inch packed stone and two wood structures to cross the wetland areas. Mizner asked how deep a base was needed,. They are going with 8 inches, which is what MassDOT asks for in building rails to trails. Gard asked about the need to accommodate Water Department vehicles j in case of a water main break within the area. The trail is not a road for the Water Department to use for regular maintenance. Buschur said that the trail is not going to be

**COMMUNITY PRESERVATION COMMITTEE  
TOWN OF WEST NEWBURY  
MINUTES OF MEETING  
March 18, 2021 at 7:30 PM**

**This meeting was recorded for the purpose of preparing Minutes.**

A meeting of the West Newbury Community Preservation Committee (CPC) was held remotely with some committee members in person, March 18, 2021. Judith Mizner, Chair called the meeting to order at 7:35 p.m. referencing the Open Meeting Law addendum regarding remote participation in accordance with the Governor's Executive Order due to COVID-19 and as included on the posted meeting agenda.

Mizner, and members, Gary Bill, Sherry Pruyn, Bob Janes, Rick Parker, Tim Cronin, Angus Jennings, (Ex-Officio) and Barbara Gard, Administrator were present for this remote meeting. Jack Foley was absent. Residents and representatives of project eligibility applications were also present.

**CPC Funding Applications**

1. Mill Pond All Persons' Trail (continued review)

Brad Buschur, Open Space Committee presented the amended Request for Funding requested by the Committee at the last meeting. The abridged version of the request, asks for \$30,000 to begin the process of designing an improvement to the existing trail at Mill Pond. This request will also provide the local match for a pending proposal with the MassTrails program. He presented a draft contract with Andover Consultants, Inc., outlining the scope of work: A topographic survey of the Mill Pond area, with pertinent details and a delineation of the wetlands in the same area would be undertaken, the final product being shown on the Existing Conditions Plan, for a fee of \$19,500. Parker asked what the remaining balance of the funds would be used for; Buschur responded that it would be used to procure Landscape Architect services, which would set the stage for the future of the project.

Mizner moved to approve the funding for the modified scope presented. If the grant comes in, the funding will support additional work; if there is no grant, this amended proposal can go forward.

Further discussion - Parker asked what the money remaining after the topographical survey and wetland delineation (\$10,500) would be used for. Buschur said it would be used for a Landscape Architect and other planning design of this project. He would not use GPI, Ron Hendrick, but would use a smaller firm from Newburyport that did the landscape design around the YWCA there as a better option.

Motion passed unanimously.

# OPEN SPACE AND RECREATION PLAN

Town of West Newbury, Massachusetts



August 30, 1996

*Prepared by:*

The West Newbury Open Space and Recreation Committee

## D. Vegetation

West Newbury contains a diverse mixture of vegetation types, ranging from dense stands of hardwoods in the upland areas and on hill slopes to scattered assemblages of grasses and reeds in the low-lying areas and along stream courses. In between is an assortment of mixed hardwood and softwood forests and both abandoned and active farms, the latter of which include open land for hay, pasture, apple orchards, nursery plants, and vegetables.

### 1. Forest Land

Characteristic native tree species include white pine, eastern-red cedar, Atlantic white-cedar, hemlock, white and red oaks, American beech, shagbark hickory, black locust, black cherry and sugar maple on the well-drained uplands; and red ("swamp") maple, various birches, cottonwood, alder and green ash in wetter or lowland areas. American elm and American chestnut saplings are still found in scattered locations throughout the town. Introduced species such as buckthorn and Norway maple have become naturalized in town and are considered undesirable because they out-compete native tree species. Table 4-3 below shows some of the larger woodland parcels within the town.

Table 4-3: Large Woodland Tracts

<u>Large Woodland Tracts:</u>	<u>W.N. Acres</u>	<u>% Forested</u>	<u>Values: Resource, Recreational, Economic</u>
Crane Pond Wildlife Management Area	~350	70%	habitat protection; network of trails and 4WD roads allow access for hunting, fishing, horseback riding, walking, snowmobiling, cross country
Page School Property	130	85%	habitat protection; no trails yet
Town Forest plus Mill Pond area	222	50%	habitat protection, reduction of siltation to Mill Pond; network of trails allows horseback riding, walking, x-c skiing; income to town from selective logging
Conservation Lands	175	75%	habitat protection; no trails yet
Private tracts (Chapter 61)	2306	50%	habitat protection; Myopia trails; income from farming and logging

*Continued on next page*

## A. Protected Parcels, Continued

### Mill Pond Recreation Area

Description: The Mill Pond area is a 213 acre active/passive recreation site. It is located across from Page school and includes Mill Pond, part of the Mill Pond watershed, and Pipestave Hill.

Managing agency: The Mill Pond area is managed by the Mill Pond Committee.

Current use: This area used for a wide range of passive recreational activities, including hiking, cross-country skiing and biking. This area is the also the center for equestrian activities within the town, and includes two riding arenas and jumps throughout the extensive fields. The Mill Pond Committee organizes family events throughout the year, including a Winter Carnival and Haunted Hayrides. The Boy Scouts use this area for their campouts. The pond itself is a popular spot for boating, fishing, and skating. In addition, some of the undeveloped land is leased to residents for agricultural use. This area also houses the town's Recycling Center and DPW yard.

Recreation potential: A portion of this property at the top of Pipestave Hill is being developed in order to provide the town's first full sized soccer fields, regulation sized baseball fields and an accompanying gravel parking area. A small building lies adjacent to the pond; although it is currently not used, the Committee makes yearly efforts to improve it and, once fully repaired, could provide additional recreation facilities.

Public Access: This area is accessed by two roads and provides three parking areas. There are currently no provisions for handicapped accessibility.

### Cammett Park and Action Cove

Description: Cammett Park and Action Cove are centrally located recreation areas accessible from Bachelor Street and lying just behind the Town Office Building.

Managing agency: This area is managed by the Parks and Recreation Department.

Current use: Cammett Park contains two little league baseball fields, a soccer field superimposed on one of the baseball fields, and a snack "hut." Action Cove is a volunteer-built playground adjacent to the park. Action Cove is a very popular destination for families with younger children.

Recreation Potential: The baseball fields in Cammett Park need to be enlarged to regulation size, and the parking areas need to be expanded to accommodate increasing number of families who use this site. Aside from these enhancements, this area has realized its full recreation potential.

Public Access: Both the park and playground have limited adjacent parking areas. Though specific improvements have not been made in this area for handicapped accessibility, there are no significant impediments such as stairs or major changes in grade. The town has approved a plan to improve access and parking. Rented portable lavatories are the only sanitary facilities here.

*Continued on next page*

## Recreation, Continued

10. Which facilities would you like added or enlarged?+A180

Facility	%
open passive recreation	21%
bike paths	18%
Mill Pond	35%
hiking/skiing trails	25%
summ youth rec	10%
parks	11%
swimming areas	34%
teen program	21%
picnic areas	22%
skating rink	35%
public boat ramp	29%
vacation youth rec programs	40%
soccer fields	13%
b'ball/s'ball fields	43%
horse trails	54%
tennis courts	15%
fishing areas	12%
skateboard/roller blade area	48%
adult rec programs	11%
bsk'ball courts	4%
playground	19%
no answer	13%
snowmobile trails	6%

### Additional Comments

Comment	%
Separate events @ Pipestave	38%
Bike trails	25%
No snomobiles or dirt bikes	13%
none - keep open space	38%

# *Town of West Newbury Comprehensive Plan*



*Photography by Barry S. Kaplan*

**September 1999**

### Mill Pond Recreational Area

The 213-acre Mill Pond recreation facility provides both passive and active recreational opportunities for West Newbury residents. Hiking, cross-country skiing and biking trails as well as equestrian facilities are found throughout the area. The Pond is also utilized for boating, fishing and skating. Some of the undeveloped land here is leased for private agricultural use. New soccer and baseball fields have been constructed at this site but a proposal to include facilities for younger children was withdrawn because of safety considerations. Opponents were concerned about sidewalk and access inadequacies.

West Newbury recently commissioned a feasibility study to determine dredging options for Mill Pond, a 16.8-acre water body originally created as a farm pond when a dam was built across Sawmill Brook. According to the report, Mill Pond has "accumulated significant amounts of sediment, resulting in a reduction of the pond's maximum depth to less than seven feet and a mean depth of less than four feet. This change...has resulted in a loss of aesthetic value and recreational usage. The present water volume is less than 75% of its potential volume."<sup>4</sup>

In response to the report's recommendations, West Newbury officials are pursuing plans to remove 37,500 cubic yards of material from Mill Pond, thereby increasing the depth to a mean of 5.3 feet. The estimated project cost is \$600,000, which includes final design and permitting. West Newbury's Conservation Commission has already granted approvals to dredge the pond and as of spring 1999, an Environmental

---

<sup>4</sup> Baystate Environmental Consultants for Town of West Newbury, *Dredging Feasibility Evaluation Regarding Mill Pond* (1998).

Notification Form (ENF) had been submitted to the Department of Environmental Protection (DEP) for review. It is important to note that the Mill Pond report forecasts continued sediment and nutrient loading after the dredging occurs and advocates for an aggressive watershed management program to protect this important resource.

### Cammett Park and Action Cove

As part of the recent modifications to the 1910 Town Office Building, Cammett Park has been made accessible to persons with disabilities. Facility upgrades include newly paved sidewalks, improved access to ball fields, new lighting, landscaping and improved parking.

### Ferry Park

Located between Church and Bridge Streets, this one-quarter acre grassy park was recently the subject of a proposed parking facility for users of a public boat launch on the Merrimack River. After much public discussion and review of potential safety problems, residents rejected the proposal and parking will continue along the street.

### Conservation Land

Through donations and subdivision development set-asides, the Conservation Commission has acquired jurisdiction over 21 parcels located throughout West Newbury, for combined holdings of approximately 175 acres. The Commission is currently documenting the location of each site and installing identification markers. Many of the donated parcels are comprised of wetlands or land that is otherwise unsuitable for development. While public ownership will ensure

standard lease period for these sites may be inadequate for farmers to realize a return on their investments.

The West Newbury Open Space Committee's present efforts to identify public open space with markers is an important first step in a comprehensive open space initiative. Town-owned parcels offer a unique opportunity for local residents. Many of these sites are obscure and some may not be suitable for intensive use. The lack of a management plan for Town-owned parcels<sup>6</sup> could threaten the very qualities for which they are being preserved, however. Upon a careful review of each parcel's resources and limitations, the Town would probably decide that some sites or portions thereof are inappropriate for public use because they are fragile.

The creation and marking of hiking and horse trail systems to connect public parcels and ultimately connect to a regional trail system would increase the recreation potential of West Newbury's public land holdings. The Merrimack Valley Planning Commission (MVPC) is awaiting grant funds for a region-wide mapping project that would include trails in West Newbury. Trails already exist at Mill Pond and efforts are underway to create new ones at Riverbend, which would then provide a network of trails connecting Mill Pond/Pipestave Hill to the Page School property and onto Riverbend and the Merrimack River. When construction begins next spring, the Indian River Bridge in Riverbend will provide greater access to the site. The regional "Friends of Our Trails" group in Newburyport hopes to tie Riverbend with Maudsley Park in the future.

---

<sup>6</sup> The Town has created a management plan for the Riverbend Conservation Area.

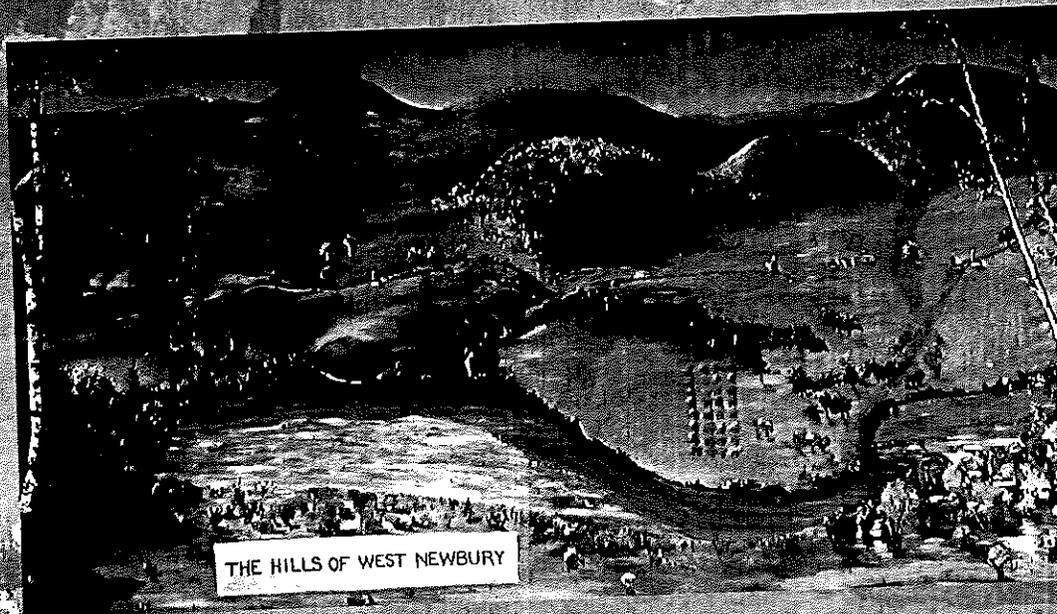
The necessary trail network is not entirely on public land, however. West Newbury's 1996 *Open Space and Recreation Plan* identifies additional trail systems on private parcels but at a minimum, easements are required for their use. It is very important to identify existing and potential locations for additional trails on private land and to work with property owners to expand the system. Easements, land donations and subdivision requirements are all possible means to obtain public access to new trail areas. Identifying trails as part of a comprehensive community protection map to be used in conjunction with community planning efforts would be a proactive step toward securing the necessary sites.

The creation of pathways for bicycle users is another priority that local residents have identified. Although most notably true for Rte. 113, many West Newbury roadways are heavily traveled and lack safe access for bicyclists. For the Town's youngest residents who often rely on bicycles for transportation, the lack of defined bicycle paths limits their ability to travel safely throughout the community. Developing these types of path systems either alongside existing roadways or in "off-road" locations would greatly enhance the transportation and recreation options available for residents. A path with access from the Page School to other areas of West Newbury may be a particularly viable alternative. On occasion, funding sources become available to help communities develop and construct these types of trails.

The community protection map should also be expanded to identify open space parcels for acquisition. The Open Space Committee's effort to create a priority list serves an important function by determining the sites that are most critical for long-term or permanent protection. Once a list of sites is agreed upon and members have familiarized themselves with conservation

# OPEN SPACE AND RECREATION PLAN

TOWN OF WEST NEWBURY, MASSACHUSETTS



THE HILLS OF WEST NEWBURY

JUNE 1, 2003

Prepared by:

THE WEST NEWBURY OPEN SPACE COMMITTEE

## B. Landscape Character

West Newbury's unique rural character has attracted many newcomers. Yet despite unprecedented growth in recent years, its long and rich agricultural history is still evident throughout the Town, with some remaining farms, orchards, and nurseries dotting the landscape.

Geologically speaking, West Newbury is blessed with a landscape of rolling hills, valleys, and abundant wetlands. This rich diversity of land types supports all manner of wildlife and plant species.

Wending along Main Street (Route 113) and down its less traveled side streets, quiet country lanes, and riverside roads, West Newbury's landscape rises and dips to reveal large open fields still used for haying, expanses of woods, and scenic hilltop vistas. As the Town grows, the expanses of open space, especially along the river and Main Street, have been greatly diminished. But West Newbury has not yet lost completely its "old New England" flavor.

So much of West Newbury's charm and character depends on the lively activities that occur in the Town's numerous "centers of activity," which stretch out along and just off of Main Street. The Townspeople conduct their daily business and attend church services in Elwell Square, the small "commercial center" of Town. They congregate at Cammett Park, to cheer on Little Leaguers and soccer players in the "sports center" of Town. They come together to enjoy seasonal celebrations at the Training Field, where the Town's Historic District, its well-used library, and Old Town Hall form West Newbury's "historic civic center."

Further east down main Street, just across from the grammar school, the community gathers each year for a Winter Carnival at Mill Pond Recreational Area, the Town's "passive recreation center." In addition to these community activities, hikers, bicycle riders, cross-country skiers, horseback riders, birders, and others make frequent use of its trails and open fields all year long.

Just above Mill Pond on Pipestave Hill, the "equestrian center" of Town fields frequent horse shows and the start of the annual Myopia Hunt.

The equestrians share the hilltop with the West Newbury Youth League's regulation-sized soccer field and baseball diamond — forming another "sports center" for older soccer players and Babe Ruth ball players. In an effort to accommodate a growing number of young baseball, soccer, and lacrosse players, the Youth League sought and received funds in 2001 to add three new athletic fields at Pipestave Hill, along with two new softball fields behind the Page School. Work on those fields is now nearing completion.

A conservation restriction, proposed and approved in conjunction with the athletic field expansion, will protect in perpetuity much of the remaining Mill Pond/Pipestave acreage from further municipal development of any kind.

---

*Continued on next page*

## **B. Landscape Character**, continued

These recent changes on Pipestave Hill – the construction of new playing fields in conjunction with a conservation restriction – represent a year-long effort by the Pipestave Hill Land-Use Study Committee. Setting aside old grievances and special interests, representatives of the Youth League, the Parks & Recreation Commission, the Open Space Committee, the Mill Pond Committee, the Conservation Commission, the Riding & Driving Club, the Highway Department, and other, at-large members of the community formed a unique collaboration to forge a land-use compromise for Pipestave Hill. This compromise will serve the needs of all West Newbury residents for generations to come.

As West Newbury grows, all of its residents can appreciate the Town's foresight in acquiring this Conservation Restriction, as well as in purchasing Agricultural Preservation Restrictions on Orcland Farm, Merrill Farm, and Long Hill Orchard; in obtaining the Cardinal Cushing Academy lands for conversion into Page School and the Mill Pond Recreation Area; and in acquiring the 60+ acre Mingo Property for the Riverbend Conservation Area, the 100-acre Brake Hill property, and the Cherry Hill viewshed.

Residents also benefit from the generous acts of individual landowners who have preserved their land through conservation restrictions, or by donating undeveloped parcels to the Town and to private conservation trusts.

As growth and development pressures increase, Town officials and residents continue to work together to protect the lovely landscape that defines the character of the Town.

## **C. Water Resources**

The water resources of West Newbury include both surface water and groundwater. Surface water resources consist of a diverse array of interconnected reservoirs, streams, ponds and wetland areas that serve important ecological functions, as well as provide drinking water and a variety of opportunities for recreation. Groundwater resources supply the Town's drinking water needs through a public water supply system and private drinking water wells. Figure 4-2 shows the Town's surface waters, major wetlands, flood hazard areas, Town well field and proposed drinking water well locations, and the watershed for the Artichoke Reservoir system (Newburyport's water supply).

### **1. Surface waters**

The Merrimack River: The Merrimack is the region's pre-eminent freshwater resource. This river forms the Town's northern border and offers outstanding opportunities for motorboating, canoeing, fishing, wildlife observation, hunting, and scenic enjoyment. The Town owns a public

---

*Continued on next page*

## C. Water Resources, continued

boat access near the Rocks Village Bridge, commonly used for fishing by local residents.

The Artichoke Reservoir System: The Artichoke Reservoir watershed covers about one third of the Town, and is shown in Figure 4-2. The Upper and Lower Artichoke system lies on the Town's eastern border with Newburyport. This system is linked to the Indian Hill Reservoir, and serves as the public water supply for the City of Newburyport. As West Newbury currently purchases a large portion of its drinking water from the City of Newburyport, this reservoir system also provides drinking water to residents of West Newbury on the public water system.

Mill Pond: Mill Pond is a scenic, 16 acre impoundment of the Indian River (a partially tidal river which connects Mill Pond to the Merrimack River). Mill Pond lies just south and east of Main Street and is part of the Town-owned Mill Pond Recreation Area. A cherished recreational resource, Mill Pond was drained in 2001, and 54 thousand cubic yards of sediment were dredged to save the pond from naturally converting into wetlands.

Little Crane Pond: This small open water body is created by a broadening of Beaver Brook near the Town's southern border. Little Crane Pond is connected to Ash Swamp, a 600 acre wetland system consisting of both wooded and open wetlands.

Streams: The Town's major streams are the Indian River, Beaver Brook and the Artichoke River. These three streams and others have recently been afforded additional protection by the 1996 Rivers Protection Act (<http://www.state.ma.us/dep/brp/ww/files/riveract.htm>). There are numerous tributary streams and wetlands scattered throughout the Town. Together these waters form a rich network of fish and wildlife habitat and afford numerous opportunities for water-based outdoor recreation.

### 2. Flood Hazard Areas

Figure 4-2 shows the 100 year flood areas (from the 1979 Flood Insurance Rate Map) for the Town. The flood zone along the Merrimack River is based on high waters from the flood of 1938.

### 3. Wetlands

West Newbury's non-surface water wetlands can be divided into five major types, which are shown in Table 4-2.

---

*Continued on next page*

# Open Space and Recreation Plan



Town of West Newbury,  
Massachusetts

August 2009

Prepared by the West Newbury Open Space Committee

**7.) Mill Pond Recreation area**

This area is managed primarily by the Mill Pond Committee. The area is used mostly for recreation activities such as walking, cross country skiing, horseback riding, bicycling, fishing and ice skating. There are three gravel parking areas, a trail system, and an old camp building which is used by the Mill Pond Committee for meetings and summer programs. The parking areas currently do not provide designated drop off areas for the trails or the building.

**Transition Plan:** The building will be made accessible within the next couple months by adding a ramp from the back parking area. Two handicapped parking spaces will be created and the appropriate signage installed. An accessible picnic table will be added or will replace one of the existing tables. The Mill Pond Committee is the department responsible for this area.

**Employment Practices**

This is to certify the Town of west Newbury's employment practices are in compliance with the Americans with Disabilities Act. Please see the Town of West Newbury's Personnel By-Law and Personnel Policies adopted August 23, 1999 as amended.

Facility Inventory		LOCATION:	Mill Pond Recreation Area	
ACTIVITY	EQUIPMENT	NOTES		
Picnic Facilities	Tables & Benches	Located adjacent to accessible paths parking area		
		Access to Open Spaces	Yes	
	Back and Arm Rests	NO		
	Adequate number	Yes		
	Grills N/A	Height of Cooking Surface	Located adjacent to accessible paths	
Picnic Shelters N/A	Trash Cans	Located adjacent to accessible paths Yes		
	Picnic Shelters N/A	Located adjacent to accessible paths Located near accessible water fountains, trash can, restroom, parking, etc.		
Trails	see transition plan	Surface material		
Swimming Facilities	Pools	Dimensions		
		Rails		
	Beaches	Signage (for visually impaired)	Entrance	
		Location from accessible parking	Location from accessible parking	
		Safety features i.e. warning for visually impaired	Safety features i.e. warning for visually impaired	
N/A	Beaches	Location from accessible path into water	Location from accessible path into water	
		Handrails	Handrails	
Play Areas (tot lots) N/A	All Play Equipment i.e. swings, slides	Same experience provided to all		
	Access Routes	Located adjacent to accessible paths Enough space between equipment for wheelchair		
Game Areas: *ballfield *basketball *tennis N/A	Access Routes	Located adjacent to accessible paths Berm cuts onto courts		
	Equipment	Height		
Boat Docks N/A	Access Routes	Dimensions		
		Spectator Seating		
Fishing Facilities	Access Routes	Located adjacent to accessible paths Yes		
		Handrails	N/A	
	Equipment N/A	Arm Rests		
		Bait Shelves		
		Handrails		
Programming N/A	Are special programs at your facilities accessible?	Fish Cleaning Tables		
		Learn-to-Swim		
		Guided Hikes		
Services and Technical Assistance	Information available in alternative formats i.e. for visually impaired	Interpretive Programs		
		Process to request interpretive services (i.e. sign language interpreter) for meetings	Yes	

LOCATION		Mill Pond Recreation Area	
<b>PARKING</b>			
Total Spaces		Required Accessible Spaces	
Up to 25		1 space	X
26-50		2 spaces	
51-75		3 spaces	
76-100		4 spaces	
101-150		5 spaces	
151-200		6 spaces	
201-300		7 spaces	
301-400		8 spaces	
401-500		9 spaces	
<b>Specification for Accessible Spaces</b>			
Accessible space located closest to accessible entrance	Yes	No	Comments/Transition Notes
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft.			see transition plan
Minimum width of 13 ft includes 8 ft space plus 5 ft access aisle			
Van space - minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make all accessible spaces 11 ft wide with 5 ft aisle.			
Sign with International symbol of accessibility at each space or pair of spaces			
Sign minimum 5 ft, maximum 8 ft to top of sign			
Surface evenly paved or hard-packed (no cracks)			
Surface slope less than 1:20, 5%			
Curbside to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present			N/A
Curbside is a minimum width of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or painted yellow			N/A
<b>RAMPS</b>			
Specification		See Transition Plan	
Slope Maximum 1:12	Yes	No	Comments/Transition Notes
Minimum width 4 ft between handrails			
Handrails on both sides if ramp is longer than 6 ft			
Handrails at 34" and 19" from ramp surface			
Handrails extend 12" beyond top and bottom			
Handgrip oval or round			
Handgrip smooth surface			
Handgrip diameter between 1 1/4" and 2"			
Clearance of 1 1/2" between wall and wall rail			
Non-slip surface			
Level platforms (4ft x 4 ft) at every 30 ft, at top, at bottom, at change of direction			

**LOCATION** Mill Pond Recreation Area

<b>SITE ACCESS, PATH OF TRAVEL, ENTRANCES</b>			
Specification	Yes	No	Comments/Transition Notes
<b>Site Access</b>			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance			see transition plan
Disembarking area at accessible entrance			
Surface evenly paved or hard-packed			
No ponding of water			√
<b>Path of Travel</b>			
N/A			
Path does not require the use of stairs			
Path is stable, firm and slip resistant			
3 ft wide minimum			
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50).			
Continuous common surface, no changes in level greater than 1/8 inch			
Any objects protruding onto the pathway must be detected by a person with a visual disability using a cane			
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"			
Curb on the pathway must have curb cuts at drives, parking and drop-offs			√
<b>Entrances</b>			
Primary public entrances accessible to person using wheelchair, must be signed, gotten to independently, and not be the service entrance		X	see transition plan
Level space extending 5 ft. from the door, interior and exterior of entrance doors	X		
Minimum 32" clear width opening (i.e. 36" door with standard hinge)	X		
At least 18" clear floor area on latch, pull side of door	X		
Door handle no higher than 48" and operable with a closed fist	X		
Vestibule is 4 ft plus the width of the door swinging into the space			N/A
Entrance(s) on a level that makes elevators accessible			N/A
Door mats less than 1/8" thick are securely fastened	X		
Door mats more than 1/8" thick are recessed			N/A
Grates in path of travel have openings of 1/4" maximum			N/A
Signs at non-accessible entrance(s) indicate direction to accessible entrance			N/A
Emergency egress - alarms with flashing lights and audible signals, sufficiently lighted			N/A

NOTES

LOCATION		Mill Pond Recreation Area	
STAIRS and DOORS			
Specification	Yes	No	Comments/Transition Notes
<b>Stairs</b>			
No open risers	X		
Nosings not projecting	X		
Treads no less than 11" wide	X		
Handrails on both sides	X		
Handrails 34"-38" above tread	X		
Handrail extends a minimum of 1 ft beyond top and bottom riser (if no safety hazard and space permits)		X	
Handgrip oval or round	X		
Handgrip has a smooth surface	X		
Handgrip diameter between 1 1/4" and 1 1/2"	X		
1 1/2" clearance between wall and handrail	X		
<b>Doors</b>			
Minimum 32" clear opening	X		
At least 18" clear floor space on pull side of door	X		
Closing speed minimum 3 seconds to within 3" of the latch	N/A		
Maximum pressure 5 pounds interior doors	X		
Threshold maximum 1/4" high, beveled on both sides	X		
Hardware operable with a closed fist (no conventional door knobs or thumb latch devices)	X		
Hardware minimum 36", maximum 48" above the floor	X		
Clear, level floor space extends out 5 ft from both sides of the door	X		
Door adjacent to revolving door is accessible and unlocked	N/A		
Doors opening into hazardous area have hardware that is knurled or roughened	N/A		

NOTES

LOCATION		Mill Pond Recreation Area	
RESTROOMS - also see Doors and Vestibules			
Specification	Yes	No	Comments/Transition Notes
5 ft turning space measured 12" from the floor	X		
<b>At least one Sink:</b>			
Clear floor space of 30" by 48" to allow a forward approach	X		
Mounted without pedestal or legs, height 34" to top of rim	X		
Extends at least 22" from the wall	X		
Open knee space a minimum 19" deep, 30" width, and 27" high	X		
Cover exposed pipes with insulation	X		
Faucets operable with closed fist (lever or spring activated handle)	X		
<b>At least one Stall:</b>			
<b>Single user toilet room</b>			
Accessible to person using wheelchair at 60" wide by 72" deep	X		
Stall door is 36" wide	X		
Stall door swings out	X		
Stall door is self closing	X		
Stall door has a pull latch	X		
Lock on stall door is operable with a closed fist, and 32" above the floor		X	40" - to be adjusted
Coat hook is 54" high			N/A
<b>Toilet</b>			
18" from center to nearest side wall	X		
42" minimum clear space from center to farthest wall or fixture	X		
Top of seat 17"-19" above the floor	X		
<b>Grab Bars</b>			
On back and side wall closest to toilet	X		
1 1/2" diameter	X		
1 1/2" clearance to wall	X		
Located 30" above and parallel to the floor	X		
Acid-etched or roughened surface	X		
42" long	X		
<b>Fixtures</b>			
Toilet paper dispenser is 24" above floor		X	42"
One mirror set a maximum 38" to bottom (if tilted, 42")	X		
Dispensers (towel, soap, etc) at least one of each a maximum 42" above the floor	X		

**NOTES**

LOCATION		Mill Pond Recreation Area	
FLOORS, DRINKING FOUNTAINS, TELEPHONES			
Specification	Yes	No	Comments/Transition Notes
<b>Floors</b>			
Non-slip surface		X	
Carpeting is high-density, low pile, non-absorbent, stretched taut, securely anchored			N/A
Corridor width minimum is 3 ft			N/A
Objects (signs, ceiling lights, fixtures) can only protrude 4" into the path of travel from a height of 27" to 80" above the floor			N/A
<b>Drinking Fountains</b>			
N/A			
Spouts no higher than 36" from floor to outlet			
Hand operated push button or level controls			
Spouts located near front with stream of water as parallel to front as possible			
If recessed, recess a minimum 30" width, and no deeper than depth of fountain			
If no clear knee space underneath, clear floor space 30" x 48" to allow parallel approach			
<b>Telephones</b>			
Highest operating part a maximum 54" above the floor			
Access within 12" of phone, 30" high by 30" wide			
Adjustable volume control on headset so identified			
<b>SIGNS, SIGNALS, AND SWITCHES</b>			
Specification	Yes	No	Comments/Transition Notes
<b>Switches, Controls and Signs</b>			
Switches and controls for light, heat, ventilation, windows, fire alarms, thermostats, etc. must be a minimum of 36" and a maximum of 48" above the floor for a forward reach, a maximum of 54" for a side reach	X		
Electrical outlets centered no lower than 18" above the floor	X		
Warning signals must be visual as well as audible			N/A
<b>Signs</b>			
Mounting height must be 60" to centerline of the sign			see transition plan
Within 18" of door jamb or recessed			↓
Letters and numbers a t least 1/4" high			↓
Letters and numbers raised .03"			↓
Letters and numbers contrast with the background color			↓

NOTES

**LOCATION**

Mill Pond Recreation Area

SWIMMING POOLS - accessibility can be via ramp, lifting device, or transfer area			
Specification	Yes	No	Comments/Transition Notes
Ramp at least 34" wide with a non-slip surface extending into the shallow end, slope not exceeding 1:6 with handrails on both sides			N/A
Lifting device			
Transfer area 18" above the path of travel and a minimum of 18" wide			
Unobstructed path of travel not less than 48" wide around pool			
Non-slip surface			

**LOCATION**

SHOWER ROOMS - Showers must accommodate both wheel-in and transfer use			
Specification	Yes	No	Comments/Transition Notes
Stalls 36" by 60" minimum, with a 36" door opening			N/A
Floors are pitched to drain the stall at the corner farthest from entrance			
Floors are non-slip surface			
Controls operate by a single lever with a pressure balance mixing valve			
Controls are located on the center wall adjacent to the hinged seat			
Shower heads attached to a flexible metal hose			
Shower heads attached to wall mounting adjustable from 42" to 72" above the floor			
Seat is hinged and padded and at least 16" deep, folds upward, securely attached to side wall, height is 18" to the top of the seat, and at least 24" long			
Soap trays without handhold features unless they can support 250 pounds			
2 grab bars are provided, one 30" and one 48" long, or one continuous L shaped bar			
Grab bars are placed horizontally at 36" above the floor line			

**LOCATION**

PICNICKING			
Specification	Yes	No	Comments/Transition Notes
A minimum of 5% of the total tables must be accessible with clear space under the table top not less than 30" wide and 19" deep per seating space and not less than 27" clear from the ground to the underside of the table. An additional 29" clear space (totaling 48") must extend beyond the 19" clear space under the table to provide access		X	
For tables without toe clearance, the knee space under the table must be at least 28" high, 30" wide and 24" deep			N/A
Top of table no higher than 32" above ground	X		
Surface of the clear ground space under and around the table must be stable, firm and slip-resistant, and evenly graded with a maximum slope of 2% in all directions		X	
Accessible tables, grills and fire rings must have clear ground space of at least 36" around the perimeter			N/A

## PROPOSAL: Mill Pond All Access Project

DATE: December 15, 2021

### SCOPE OF WORK:

#### Task 1 SITE ANALYSIS

Utilizing the survey and wetland delineation provided by the town prepare a site analysis memo / diagram assessing existing conditions, constraints, and opportunities. The landscape architect's review shall include drainage, grades, code requirements and natural resources.

Upon completion of site analysis memo, meet independently with relevant boards and commissions to provide overview of the project scope, schedule, and present site analysis findings. Landscape Architect shall solicit feedback from meeting attendees to learn how the study area is used, how it could be improved, and how they would design a successful all-access trail at the site.

*Meetings:* One (1) site visit. Up to six (6) virtual or in person meetings (Open Space Committee, Mill Pond Committee, Parks and Recreation Commission, Select Board, Planning Board, and relevant town staff).

*Deliverable:* Site Analysis Memo / Diagram with findings from early engagement activities.

#### Task 2 CONCEPT DEVELOPMENT

Utilizing the information gathered during task 1, design and develop 2-3 concepts on trace with concept photos.

*Meetings:* One (1) virtual meeting with town staff to review concepts.

*Deliverable:* 2-3 drawings sketch quality on trace paper, photo images to communicate overall vision.

**Task 3 PUBLIC MEETING**

Facilitate a workshop to gather present the site analysis and concepts. Solicit feedback on concepts to define which elements of the concepts are best aligned with the goals of residents.

*Meetings:* One (1) in person public meeting

*Deliverable:* Workshop presentation

**Task 4 100% CONCEPT DEVELOPMENT**

After meeting with town staff to review the outcomes of the public meeting, develop the final concept drawing based on the priorities articulated from the inclusive community workshop.

*Meetings:* One (1) virtual meeting with town staff to review concepts.

*Deliverable:* Final Concept Drawing that articulates the priorities identified in the workshop.

**Task 5 HARD AND SOFT COST ESTIMATE**

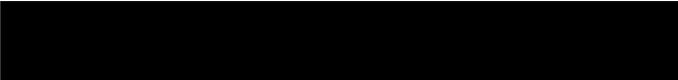
To help the town better understand the process and costs associated with future project phases, prepare a memo outlining future permitting and design requirements/costs along with an estimate of probable construction costs.

*Meetings:* One (1) virtual meeting with town staff to review estimate.

*Deliverable:* Hard and soft cost estimate memo.

**ESTIMATED PROJECT SCHEDULE AND FEES**

TASK	COMPLETION DATE	Fee
Site Analysis	January 2022	\$2250
Concept Development	February 2022	\$1125
Public Meeting	March 2022	\$1125
100% Concept Development	April 2022	\$1125
Hard and Soft Cost Estimate	May 2022	\$1625





**Town of West Newbury**  
381 Main Street, West Newbury, MA 01985  
Tel. 978-363-1100 Fax 978-363-1826

**AMENDMENT TO SERVICE AGREEMENT**

**Town of West Newbury**

**Planning and landscaping design services for the Mill Pond Access Project  
(Extension Amendment to Contract #2021-WN-001)**

This Amendment refers to the Agreement ("Agreement") made on 12/17/2021 between the Town of West Newbury, (Town) and Trent Lloyd Landscaping Services ("Vendor"), having an address of 217 Larch Road, Wenham, MA 01984 ("the Parties").

Whereas, the Agreement reads: "Section 1. Time of the Essence. The CONTRACTOR shall complete the services and work described in the Scope of Services in accordance with the Contract Documents. This contract shall expire on June 30, 2022";

Whereas, the Parties have agreed that an extension of time to complete the work will be beneficial to the Town, and the Vendor is willing and able to continue providing the services described in the Agreement;

Whereas, the Town and the Vendor wish to extend the period of the contract to September 30, 2022; now, it is agreed that:

Trent Lloyd Landscaping Services and the Town of West Newbury have caused this Amendment, extending the period of the contract from June 30, 2022 to September 30, 2022 to be executed by their duly authorized representatives as of the Effective Date.

**For the Town;**

BY: Angus Jennings

Date: June 30, 2022

NAME: Angus Jennings

TITLE: Town Manager

**For the Contractor;**

Trent Lloyd Landscaping Services

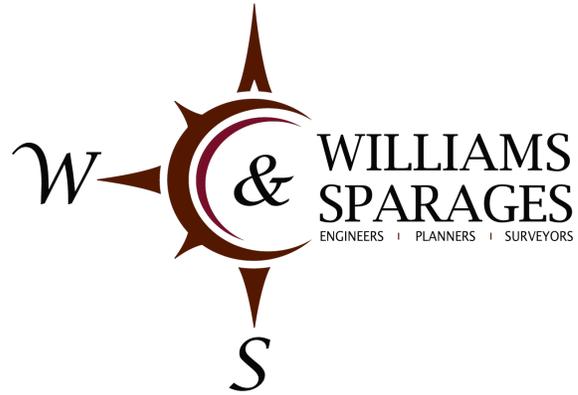
BY: Trent Lloyd  
Trent Lloyd, Owner

Date: 6.27.22

Project No. **Proposal**

September 2, 2021

Town of West Newbury  
Attn: Angus Jennings, Town Manager  
381 Main Street  
West Newbury, MA  
[bbuschur@gmail.com](mailto:bbuschur@gmail.com)



Subject: Proposed Civil Engineering, Land Surveying & Ecological Science Services  
Mill Pond All Access Project, West Newbury, MA

Dear Brad,

It was a pleasure talking with you the other day about your project at Mill Pond in West Newbury. Based on our discussion it is our understanding that the Committee is planning improvements to the property, and that Phase I requires an existing conditions plan for planning purposes.

We have prepared the following proposal for the Engineering, Survey & Ecological Science work required to prepare an existing conditions plan. Based on our experience with similar projects in the past, the following tasks will be needed:

- 1) Wetland Resource Area Delineation – We will delineate the jurisdictional wetland resource areas on the subject property and gather data for a wetland report and wetland field data forms.
- 2) Topographic Survey – We will perform a topographic survey on the subject property to gather data for the existing conditions plan. During this task we will also locate any wetland resource area flagging, structures, trees over 6-inch diameter at breast height and provide a topographic mapping of the area of interest. We will also locate available survey control points in order to attempt to tie our survey onto the property lines for accurate depiction of the location of the structures on your property as well as the location of the proposed lot improvements.

Please note that the record plans for the property are from the early 1900's and that our existing conditions plan may only show approximate property boundaries. If it becomes necessary to depict accurate property boundaries on future permit site plans, it may be necessary to conduct additional research and field work to show accurate boundary lines.



- 3) Existing Conditions Plan – We will prepare an existing conditions plan that shows the existing conditions within the area of interest. The plan will accurately show jurisdictional wetland resource areas, structures, trails, roads, driveways, edge of water bodies, topography and any trees that you would like us to locate. Prior to our survey we will provide you with a roll of surveyor flagging to mark the trees you would like us to locate.
- 4) Abbreviated Notice of Resource Area Delineation – We will prepare an Abbreviated Notice of Resource Area Delineation (ANRAD) application and submit to the West Newbury Conservation Commission and Massachusetts Department of Environmental Protection.
- 5) ANRAD Plan– We will prepare a plan to accompany the ANRAD application.
- 6) Public Hearings – The Conservation Commission filing will require at least (2) two public hearings and a site visit with the Commission. We have included time to appear before the Conservation Commission (2) times for the ANRAD Filing with (1) site visit. Should they require additional hearings or site a visit we will charge you at our standard hourly rate (see attached fee schedule).

The estimated cost for Tasks 1 through 6 is **\$9,600.00**. This cost does not include any direct costs such as filing fees, mailing fees, cost of advertisement for public hearings and plan/report copies.

If the proposal is acceptable to you, please email an authorization for us to proceed. In the meantime, if you have any questions, please do not hesitate to contact me directly. We look forward to working with you.

Sincerely,

WILLIAMS & SPARAGES LLC



Greg J. Hochmuth, RS, PWS, CWS  
Project Manager

Agreed by:



Angus Jennings  
Town Manager

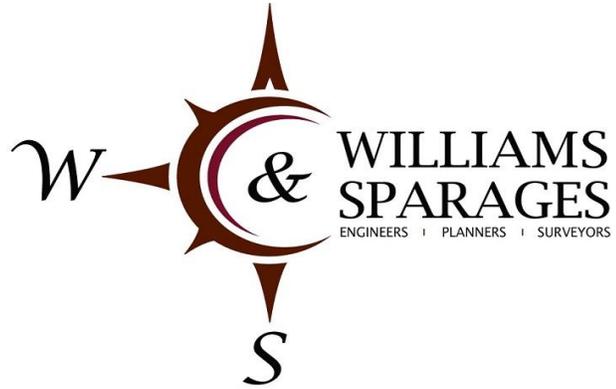
9/3/2021

Date



## Hourly Rate Schedule

(as of January 2020)



### **Survey/ Field:**

2-Man Crew	\$165.00
3-Man Crew	\$180.00

### **Engineering/ Office:**

Principal Engineer	\$150.00
Senior Engineer / Surveyor/ Scientist	\$130.00
Registered Engineer / Surveyor	\$119.00
Engineer	\$105.00
CAD Drafting / Design	\$80.00 - \$105.00
Certified Soil Evaluator	\$119.00
Scientist	\$119.00
Report Writer / Letter Preparer	\$80.00

Public Meeting Wetland Scientist	\$165.00 (1 hour minimum)
Public Meeting Engineer	\$165.00 (1 hour minimum)
Public Meeting Principal Engineer	\$175.00 (1 hour minimum)
Expert Witness Engineer/ Surveyor	\$250.00 (2 hour minimum)