

OS&RPC Meeting Minutes #11 on 6.16.2021 (approved 6.16.2021)

A meeting of the 2020 Open Space and Recreation Plan Committee (OS&RPC) was held on 16 June 2021 via Zoom. The meeting was called to order at 3:32 pm by David Freedman, Chair. Present were Committee Members Steve Hinton, Marc Lamere, Rhonda Michaud, Amy Smack, Sally Zielinski, and Mary Zoll. Absent was Debby Geltner. Also present was Sylvia Willard, Conservation Administrator, Town of Carlisle.

Minutes of the meeting of May 12, 2021 were approved as drafted, Steve Hinton abstaining.

David reported on the final approvals of the 4 local boards and confirmation of approval by DCS, with those letters plus the review letter from MAPC having been added to the plan. The plan text has also been updated in a few places to reference the plan as the 2020/2021 OS&RP.

The plan has been supplied to Concord Printing for a revised printing estimate. The original estimate from two years ago (needed for a CPA application) was \$2500 for 75 copies, the number printed in 2013. The new plan is about 50 pages longer (which will require a plastic wire instead of the plastic binding on previous years' plans). Town Meeting 2019 approved \$9000 for the completion and printing of the plan (\$3500 for printing, \$500 for miscellaneous expenses, and \$5000 in case outside GIS expertise was needed). David confirmed with CPC Chair Luke Ascolillo that the monies were approved through June 30 of this year. He spoke to Town Accountant Priscilla Dumka who recommended that we get an invoice approved prior to that date. David will coordinate with Concord Printing to get an invoice for a revised printing estimate prior to the end of the month.

The Committee reviewed and approved the list of proposed recipients of copies of the plan, adding Tom Brownrigg and, if they want a copy, Concord-Carlisle High School for their library. Any on the list who choose not to have one will result in one more reserve plan for Sylvia. The paper stock for the cover and section dividers will be light blue. David will review a proof copy before authorizing the printing of the rest of the job. The committee approved printing a total of 75 copies of the plan. The committee voted unanimously to authorize David as Chair, in consultation with Sylvia, to approve an invoice for printing 75 copies within the TM-approved printing budget of \$3500. David expects the cost will be about \$40 per copy. He will arrange with Sylvia for copies to be picked up at Town Hall or delivered to recipients.

The Committee discussed what others wanting a copy should pay for it. The previous plan, which cost less than \$20/copy, was sold for \$15. David suggested that board and committee members not covered under the distribution list receive a free copy (subject to Sylvia's judgment), other taxpayers pay \$25, and realtors, etc. pay \$40/copy. Any funds received by Sylvia will go to the General Fund. The Committee unanimously agreed with this suggestion.

David thanked all Committee members for their dedicated work on the project. The Committee reciprocated the thanks to David as Chair.

Minutes of the meeting of June 16, 2021 were approved unanimously as amended.

The meeting was adjourned at 3:51 pm.

Respectfully submitted,
David Freedman