



TOWN OF WARE

126 Main Street, Ware, Massachusetts 01082

Open Space & Recreation Committee

Meeting Minutes May 2, 2013

Present: Herb Foley, William Imbier, Brian Klassanos, Danielle Souza, Kathleen Cronin, Kevin McClure, Nancy Talbot, Diana Peterson* (*arrived at 6:15 approximately)

Missing members: David Kopacz, Joseph Knight, Denis Ouimette

Also present: Karen Cullen (Town Planner), Stuart Beckley (Town Manager), Ann Capra (Principal Planner/Pioneer Valley Planning Commission), Timothy Brennan (Executive Director/Pioneer Valley Planning Commission)

Meeting began at 6:00 p.m.; introductions made.

Motion made by Herbert Foley and seconded by Danielle Souza to have Nancy Talbot as Chairman. No other nominations were received. Voted all in favor.

Discussion regarding an individual act as secretary began with no nominations or volunteers forthcoming. It was decided that at meetings there would be a rotating secretary. Noted that the Town Manager and Nancy Talbot were both taking notes for this meeting.

Ann Capra began the discussion and information session as to how the group could and should proceed to review and update Ware's Open Space Plan. Timothy Brennan also provided information noting the state's new requirements, rules and procedures for development and acceptance of the plan required to be filed. Ann noted the strict timeline which must be adhered to and the completion date of December 31, 2013.

Included in the discussion was the financial cost of this plan development with in-kind dollars and the amount committed on behalf of the town by Pioneer Valley Planning Commission. The scope of services will total \$11,000.00.

Ann Capra reviewed some of the requirements of the new plan: Natural and Endangered Species (information received previously and forwarded to PVPC by Division of Fish & Wildlife).

Karen Cullen and Ann Capra reviewed and discussed what mapping was needed for inclusion and who would provide it (Karen Cullen will be preparing mapping to include water resources, soils, and zoning and environmental justice area). There is now a need for inclusion of scenic resources within the town map.

Noted was that a newly written Open Space Plan was to be done; not a revision of the existing plan other than utilization of the 2007 content information.

Part of the plan development should be a survey. Ann will develop survey and we will be using Survey Monkey to get a good response. Data can be collected and compiled as needed from the survey. A draft of the survey will be ready for member review at the June 6 meeting. It was decided that the survey would close on July 15.

It was decided by all present to set a definite meeting schedule as follows:

June 6, 6 p.m.

June 27, 6 p.m.

July 30, 6 p.m.

September 9 (as a Public Visioning Session) from 7 to 9 p.m.

October 1, 6 p.m., last meeting

There was discussion regarding the deadline for compiled information. A draft of the plan is due by October to DCS and various town boards and townspeople. The state also has a 4-6 week timeline of review.

A Unique Features Map (aspects which are specific to Ware) is also needed as part of the submitted plan. Members were asked to begin thinking about this these.

With no further business at hand, the meeting ended at approximately 7:20 p.m.

Submitted by,

Nancy J. Talbot, Chairman