

# TOWN OF DEDHAM

## *Park & Recreation Department*

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**The Dedham Recreation Master Plan and Open Space and Recreation Plan Update Steering Committee** held its fourth Steering Committee meeting on Tuesday, May 2, 2017 at Dedham Town Hall from 6:30 – 9:15 PM The purpose of the meeting included:

- Steering Committee/Bi-Weekly Check in Call composition and confirmation
- Document Review Protocol Confirmation
  - Open Meeting law process
  - Basecamp membership
- Schedule
- Report-Out:
  - Open Space and Recreation Plan
    - Survey Findings
  - Recreation Master Plan progress
    - Program/User Group Surveys and Meetings
- Open Discussion

### Steering Committee/Bi-Weekly Check in Calls

- Steering Committee
  - Dan Hart - Chair
  - Kevin Hughes
  - Jim Maher
  - Stephanie Radner
  - Tracey White
  - Clarrissa Robyn
  - Mac Sterling

Municipal Liaisons:  
- Rich McCarthy  
- Bob Stanley

### Document Review Protocol

- Stephanie Radner is now the Open Space and Recreation Committee Chair. HW Project Team will post documents for review to Basecamp, Stephanie will distribute to OSR Committee, they will review/comment and return to Stephanie, and she will return one consolidated document to HW.

- Basecamp membership: HW has invited OSR Committee members to Basecamp.
- Coordination for the Open Space and Recreation Plan Update will continue between HW and Stephanie. The Steering Committee will be asked to review entire document when draft is available.

#### Schedule

- Friday, May 12, 2017 10:15 AM Bi-Weekly Project Check-in Call
  - Stephanie
  - Dan
  - Rich
  - Bob
  - Birchwood
  - HW
- Tuesday, May 30, 2017 Steering Committee Meeting
- Wednesday, June 7, 2017 Public Workshop...Lower Conference Room, Town Hall.
  - Space not going to work. HW Project Team requested change of venue. Dan Hart indicated that Tracey White is looking to book the HS Cafeteria for 7 – 9:00 PM meeting on June 6, 2017...confirmed 5/12/17 Bob Stanley (Birchwood and several HW staff could not be present on the 7<sup>th</sup>).
  - Conflict of Rail Trail presentation no longer an issue...rescheduled also.
- July 1, 2017 anticipated draft deliverables to Steering Committee

#### Report Out – Open Space and Recreation Plan Update

- May 2013 Town Survey...findings briefly discussed.
- OSR Town Survey...findings discussed
  - 502 responses
  - Raw data file compiled. Posted to Basecamp for review and approval to post to Project Website 5/4/2017.
  - Summary report presented for discussion. Steering Committee would like additional anecdotal analysis completed...specifically for open-ended comments.
- GIS Mapping
  - Majority of mapping is being downloaded from MassGIS, recognized as most current.
  - HW will develop the updated Open Space Inventory from several existing shapefiles obtained from the Town's GIS Dept.
- OSRP Update draft sections
  - OSR Committee returned Section 3 reviewed and with comments.
  - HW Project Team to post draft Sections 4 and 5 shortly for review and comment.
  - HW to provide Stephanie with timeline for review of draft sections.
  - OSR Committee has posted final 7-year Action Plan Report Card. They will now begin to populate updated Action Plan with new Goals/Objectives/Actions for the update.

#### Report-Out - Recreation Master Plan

- Birchwood has inventoried all of the Dedham public school sites and public parks maintained by the Town.
- User Group surveys and interviews continue. Several User groups have yet to return a completed survey and/or schedule an interview time with Birchwood.
- Communication as the primary barrier (Town website v. the Sportsmen). Lengthy discussion around residents' access to information with the newly-re-vamped municipal website followed. Bob indicated that the new parameters regarding the municipal website were not intuitive, but that the 'Sportsmen' site is complete and quite comprehensive. Discussion topics also include the defunct 'Welcome Wagon' program. Communication and access to information is key to successful programming and should be further investigated.
- Use analysis by geographic location is near complete. This analysis represents the distribution of parks throughout the specific areas of town, and shows proximity of residential developments in walking distance to parks.
- Naming convention of parks – Justin asked if this would become an issue later in the process where recommendations for consolidation or change of use may come into play. Dan Hart responded that recommendations viewed as highest and best use should be provided, and the SC can discuss further.
- Manor Fields status – Justin asked of the status of Manor Fields and what the Town needed from review of the plans. Jim Maher indicated that the Manor Fields site is designed and permitted.
- Call for photos – Justin requested that if anyone is in possession of photos, please forward to the Project Team. We can't show minors (faces) without parental permission, but send along what you have.

#### Open Discussion

- OSR Committee – Stephanie Radner discussed the expanded meeting schedule to facilitate review of draft sections for the update, in addition to the draft development of the updated 7-Year Action Plan.
- Request was made for HW to organize Basecamp into 'folder' system.
- Question was asked regarding provision of Wetlands Scientists and Biologists to evaluate some areas in Dedham...was primary reason HW Project Team assessed as advantageous. Stephanie will check in with Ginny LeClair for specific problematic sites, HW will check in internally.
- Acknowledging that the CPA was defeated, the OSRP Update is an opportunity to educate the community and emphasize financial commitment to open space and recreational improvements, if there truly is a surplus...or at a minimum, taking a small percentage towards open space/recreation in order to leverage other funding mechanisms.
- Once the Public Workshop is confirmed, HW Project Team will develop flyers/advertisements for upcoming Town events (Walk Audit with Mark Fenton, Livable Dedham event).