



# TOWN OF PALMER

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## OPEN SPACE ADVISORY COMMITTEE

### Meeting Minutes

**Tuesday April 22, 2014 – 3:00 PM**

**Members Present:** Angela Panaccione, Conservation Agent  
Linda Leduc, Town Planner  
Michael Marciniac, Chair of Planning Board  
Dave Cotter, Trail Committee  
Bonnie Weeks, Building Inspector/ADA Coordinator  
Jim Ostrout, Recreation Director  
Donald Blais Jr, Town Council

**Members Absent:** Tharyn Nein-Large, Conservation Commission  
Alice Davey, Community Development Director

**Also Present:** Robert Ring, Conservation Commission  
Donald Duffy, Conservation Commission  
Sean O'Donnell, Conservation Commission  
Jaimye Bartak, Pioneer Valley Planning Commission

**Meeting Opens:** 3:10 PM – Angela Panaccione

### Minute Approval

Motion by Bonnie Weeks to approve the minutes from March 11, 2014

Motion Seconded by Donald Blais Jr.

No further discussion – Vote Taken: 5-0-2

### Discuss Community Visioning Forum

The library is not available May 22 for the forum; it is available May 20<sup>th</sup> from 6pm-8pm. Angela Panaccione has reserved the room. The room holds 100 people. Angela Panaccione will draft a press release and send it to Doug Farmer (Palmer Journal) and to Jaimye Bartak (PVPC). Jaimye will post it on PVPC website and will also send it to the Republican as well. Angela will develop posters and hang them around town. Jim Ostrout and Dave Cotter will help with hanging the community visioning flyers. Angela will also add the community visioning session to the town website and the Community Events Calendar.

### Public Survey Discussion

Current eight (8) locations of Survey & Box:

- Senior Center
- “Yellow House”
- Library
- 4 Post Offices (Palmer, Thorndike, Three Rivers, Bondsville)

Other Methods of Survey Distribution:

- Flyer to hang around town – Friendly’s, Local Vets, Other Community Boards (Angela Panaccione & Jim Ostrout)
- Press release in Journal & MassLive (Angela Panaccione)
- Slide on Cable Access (Jim Ostrout)
- Trail Committee (Dave Cotter)
- Farmers Markets (Angela Panaccione)
- Online – Facebook, Town Website, PVPC website (Angela Panaccione)
- Recreation Events (Circus, Sport sign ups) (Jim Ostrout)
- Converse Middle School, High School and Pathfinder – send home with kids (Jim Ostrout)
- Blue Star/Horse Sanctuary (Jim Ostrout)
- Veterans Agent (Angela Panaccione)
- Connect CTY – Phone notice system
- Palmer Historical & Cultural Center – Bob Halves (Angela Panaccione)
- Condo’s in Bondsville

### **Discuss ADA Surveys**

The Committee discussed beginning the ADA surveys. Dave Cotter will do the five (5) surveys for the trail areas. Angela Panaccione has two (2) UMASS interns that are willing to assist this summer with the other areas. This is an extensive part of the update and is very time consuming. The areas to be surveyed are all Town owned Conservation and Recreation Area identified in the Section 5 Inventory of Lands. Schools and their associated play areas do not need to be done.

### **Discuss Maps with Jaimye Bartak, PVPC**

The Committee broke into working groups to review and comment on the draft maps provided by Jaimye Bartak, PVPC. The Committee reviewed 11 maps, including:

1. **Conservation and Recreation Lands:** Private lands with deed restrictions, Conservation Restrictions, or Agricultural Preservation Restrictions; Chapter 61, 61A and 61B lands; watershed lands owned by municipality; public recreation and/or conservation lands either permanently protected or other level of protection; private, public and non-profit lands protected by state, federal or other entities.
2. **NHESP Critical Natural Landscapes & Priority Natural Communities:** (MassGIS datalayers)
3. **Regional Context:** Community's physical location relative to state, surrounding towns, major roads, major rivers, etc. (MassGIS datalayers)
4. **Environmental Justice Populations:** Must use MassGIS EJ datalayer

5. **Zoning Map:** Linda/Planning will review
6. **Soils and Geologic Features Map:** Topography, geologic features (e.g. mountain ranges), and soils (especially agricultural soils - prime and statewide importance). May include other important features such as caves, eskers, gravel banks, etc. Data source: MassGIS and NRCS, and input from staff relative to locally important features. *Also include a soils map*
7. **Scenic Resources and Unique Environments Map:** Includes features mentioned in Section 4 Scenic Resources. Data source: input from staff person.
8. **Water Resources Map:** Major watersheds, public water supplies (surface reservoirs, wells), aquifer recharge areas (Zone IIS), surface waters (rivers, lakes, ponds), Outstanding Resource Waters, FEMA flood zones, wetlands. Data source: MassGIS
9. **Current Land Use:**
10. **NHESP Habitat Assessments:** Missing Certified and Vernal Pools
11. **Conservation & Recreation Lands:** Change Colors

Don Duffy supplied a list of lands donated, along with their date of acceptance by the town (either town council or by a town meeting vote). He informed the Committee there is an issue with the assessors records; where the land is recorded as Town of Palmer land under the care and custody of the Conservation Commission. Duffy would like to see the OSRP used to present a unified inventory of where our open space is and to clear up the issue of who manages it and makes decisions on its use. He wants it to be clear who has control of the property and the OSRP will be a clear and concise tool to address the current issue.

Angela Panaccione supplied Jaimye Bartak with a pdf of Conservation Roads, provided by Donald Duffy.

Extra copies of the Map sets were left in both the Conservation Commission office and the Planning Board office for members to review further. The Committee will discuss the maps again at the May 13<sup>th</sup> meeting.

The Mapping Information Still Needed by PVPC includes:

1. **Unique Environments:** scenic views/landscapes, potential trails, greenbelt, unique community assets (old mill sites, etc.) – MORE INPUT FROM LOCAL KNOWLEDGE
2. **Historic Context:** major historic and archaeologic features – MORE INPUT FROM LOCAL KNOWLEDGE/HISTORICAL COMMISSION
3. **Demographic/Economic Data:** major industries/employers/employment trends that influence open space/recreation – INPUT FROM COMMUNITY DEVELOPMENT
4. **Infrastructure:** water/sewer, schools, public water supply, parks/recreation, sidewalks, trails – NEED TRAIL DATA
5. **Environmental Challenges:** brownfields, capped landfill, flood zones, poor/excessive drainage, erosion – NEED DATA ON BROWNFIELDS, CAPPED LANDFILL, AND EROSION

## **Discuss Goals & Objectives**

The Committee agreed to table the goals and objectives (Chapter 8) discussion until the next meeting. All members will review the past goals and objectives and make recommendations for the plan update.

## **Divide Work on Sections of New Plan**

- Section 1: Plan Summary – Angela Panaccione
- Section 2: Introduction – Angela Panaccione
- Section 3: Community Setting – Alice Davey & Linda Leduc
- Section 4: Environmental Inventory – Angela Panaccione
- Section 5: Inventory of Lands of Conservation and Recreation Interest – PVPC and Committee, Don Duffy
- Section 6: Community Goals – Jaimye Bartak, PVPC
- Section 7: Analysis of Needs – Jaimye Bartak, PVPC
- Section 8: Goal & Objectives – PVPC and Committee
- Section 9: Seven Year Action Plan – Jaimye Bartak, PVPC
- ADA Survey – Bonnie Weeks, Tharyn Nein-Large, Sean O'Donnell & Angela Panaccione
- GIS Mapping – Jaimye Bartak, PVPC

## **Tentative Dates for Open Space Plan**

- September 2014: Public Forum on the Plan
- November 2014: Submit Draft Plan to State

## **Meeting Schedule**

- May 13, 2014 @ 2pm: Preparation for Community Visioning Session
- May 20, 2014 @ 6pm: Community Visioning Forum
- June 17, 2014 @ 2pm: Review Section 6, 8, 9 & rest of OSRP
- July 8, 2014 @ 2pm: Review Draft OSRP
- August 12, 2014 @ 2pm: Preparation for Public Hearing

## **Next Meeting Date: May 13, 2014 @ 2pm**

- Prepare for Community Visioning Forum,
- Review Goals & Objectives
- Continue review of draft maps
- Review Section 5 Inventory

## **Meeting Adjourns: 5:00 PM**