

Coastal Advisory Committee Meeting Minutes

Town of Marshfield, Massachusetts

Hearing Room 2 — Marshfield Town Hall
2015 March 31

COMMITTEE PRESENT:

- Ben Cowie-Haskell (Acting Chair)
- Thomas Fleming
- Sean Robinson (Clerk)

ALSO PRESENT (in audience):

- Leslie Fields (Woods Hole Group, planning consultant)
- Greg Guimond (Town Planner)
- Jay Wennemer (Marshfield Conservation Agent)
- Rocco Longo (Town Administrator)
- Cindy Castro (Town Beach Supervisor)
- Lisa Kashinsky (Marshfield Mariner)

1. Call to order

Mr. Cowie-Haskell called the meeting to order at 7:06 pm.

2. Approval of Clerk's Minutes

Mr. Cowie-Haskell called for objections or corrections to the minutes of the 2014 November 20 meeting of the Committee. Seeing none, he declared the minutes approved as distributed.

Mr. Cowie-Haskell called for objections or corrections to the minutes of the 2014 December 09 meeting of the Committee. Seeing none, he declared the minutes approved as distributed.

It was noted that there are no minutes to approve from the Committee's scheduled 2015 January 29 meeting due to lack of quorum at that meeting.

3. Presentation by Leslie Fields, Woods Hole Group, on Beach Management plan

Ms. Leslie Fields of the Woods Hole Group made a presentation to the Committee regarding the concept of beach management planning and the process of developing a beach management plan. The Beach Management Plan developed by Woods Hole Group for the Town of Sandwich was used as an example. (That document is available here: http://sandwichmass.org/PublicDocuments/Sandwich_BeachManagementPlan_Final_Adopted%20by%20Selectmen.pdf.) The presentation proceeded as an open dialog with many questions and comments from the Committee and other attendees.

Ms. Fields gave a short hand-out outlining her presentation, included in these minutes starting on page 5 below.

The following is a selected but not exhaustive list of points from the presentation and discussion. First, the presentation itself proceeded largely as follows:

- The Woods Hole Group is about 50 people: scientists, engineers, permitting experts, *etc.*
- A beach management plan is a planning document that facilitates management of coastal areas.
- A beach management plan should be a living document that doesn't just sit on a shelf but is rather looked at actively and updated every 3–5 years.
- How do you make a beach management plan? There are several steps:
 - Identify what resources are out there. How are they changing? What are the sediment sources and sinks? What are the rates and directions of transport? What are the characteristics of the sediment? What are the forces that shape the beach?
 - Make an inventory of existing infrastructure: roads, parking lots, bath houses, sea walls, groins, access paths, *etc.*
 - Document how the beach is managed now, from the small to the big. What are the fees? How to handle the dogs? Regarding lifeguards: how are they hired and paid? How is trash removal handled? *etc.*
 - Document who is responsible for what. (Ms. Castro indicated that presently things are split between her office, the DPW, and Conservation.)
 - Finances: what revenue do beaches bring in and what do they cost? There was some brief discussion of first-order versus second-order economic analysis. Ms. Fields indicated that a second consultant, like Industrial Economics, might need to be brought on board for a second-order analysis.

- Recommendations from the plan are typically arranged in a matrix of recommendations versus sites, responsibilities, timing, purpose, priority, costs, permits, *etc.*
- Many other interesting points were made regarding the space of possible recommendations. See the Sandwich Plan linked above for typical examples.

Some points raised by other individuals during the discussion include:

- It was stated that two sites in Marshfield (Bay Avenue, and the Fieldston to Brant Rock span) are among the Commonwealth's top 20 for shoreline retreat, according to a recent CZM report.
- Mr. Wennemer recommends that enforcement and police involvement be a category in the plan recommendations, to help with keeping people from destroying the efforts on which money is spent, particularly in regards to vandalism.
- Mr. Longo asked if aquaculture and shellfishing are part of a beach plan. Mr. Wennemer responded that it is included in the Town's Waterways Plan.
- It was suggested that the Town should coordinate with Scituate and Duxbury on planning with regard to the contiguous beaches.
- The question of what such a plan might cost was asked. Ms. Fields responded with the range of \$20–\$35 thousand, and likely towards the upper end of that range if second order economic analysis were included.
- It was indicated that the complexity of some part of the plan would be ameliorated due to the fact that Marshfield does not have as large an involvement with endangered coastal species as compared to neighboring communities.
- It was stated that such a study would probably be funded by a warrant article in fall Special Town Meeting. A beach management plan could be funded with CPC funds, which requires a Town Meeting vote. CPC has expressed support for using CPC funds for this purpose.
- Ideally, the contract would go out to bid in the early fall so a budget number would be in place for Town Meeting. Contract work on creating the plan itself would probably take a couple months.
- Mr. Guimond indicated that a beach management plan would be pulled into the master plan, similarly to how the Waterways Plan was recently treated.
- There was some discussion of sea level rise. The Woods Hole Group is presently working to dynamically model effects of storms (nor'easters and hurricanes) and sea level on MassDOT infrastructure throughout the Commonwealth, and this will result in detailed storm surge

modeling which would be relevant for Marshfield. This project will be ready on a 3 year time scale.

- Separately, the Committee is working towards a summary report intended as a “lean and mean” outreach tool to the townspeople and as a policy guidance document for selectmen. Mr. Wennemer says that such a report should skip the technicalities and just speak to people in the way that they need to hear.

No motion or votes on this agenda item.

4. Discussion and vote to develop Beach Management Plan

Mr. Cowie-Haskell asked what the Committee can do as opposed to the Town’s professional staff in developping a beach management plan, and he suggested that the following are some steps that would need to be taken on such a plan:

- (a) CPC application
- (b) Establishing a scope of work
- (c) Solicitation of bids and presentation of bid proposals
- (d) Selection of bids
- (e) Requesting funding from Town Meeting via a warrant article
- (f) Executing the contract

Mr. Cowie-Haskell indicated that he would see the Committee as working with the contract stage, while leaving the the earlier procurement stages to the professional staff. Mr. Longo expressed agreement that this makes sense. Mr. Guimond indicated that the Committee members certainly could sit in on the procurement process if they were interested.

Mr. Cowie-Haskell moved that the Committee oversee the development of a Beach Management Plan and serve as an advisor to professional staff in the development of the plan. Mr. Robinson seconded the motion. No further discussion.

The Committee voted 3–0 in favor of the motion. Motion passes.

5. Adjourn

Mr. Robinson moved to adjourn the meeting. Mr. Cowie-Haskell seconded the motion. No further discussion. The Committee voted 3–0 in favor. The meeting adjourned at 9:30 pm.

Respectfully submitted,

Sean Robinson
Coastal Advisory Committee Clerk

**Town of Marshfield
Coastal Erosion Commission Meeting
March 31, 2015
Agenda**

Woods Hole Group

Coastal science and engineering based consulting firm

Developed Beach Management Plans for Sandwich, Falmouth, Orleans, Dennis, Sandy Neck (Barnstable), Sylvia State Beach (Vineyard), and other communities

What is a Beach Management Plan?

- Planning document for coordinated and effective management of resource
- Guide for future actions and resource allocations
- Living document

Components of a Beach Management Plan

- Inventory existing natural resources and forces that shape them (wetland resources, species, rates of erosion, sediment sources/sinks, SLR, sediment type, directions of transport, etc.)
- Inventory of existing infrastructure (parking, structures, access, etc.)
- Identify/document existing management practices (fees, dogs, lifeguards, dates, trash, etc.)
- Document local management structure (Beach Committee, DPW, DNR, etc.)
- Document finances (revenue, expenses, economic benefits to community-property values, public infrastructure, tourism, etc.)
- Develop a plan to preserve and enhance beach functions
- Develop and prioritize recommendations for improved management

Recommendation Categories (*sites, responsible parties, timing, purpose, priority, permits*)

- Management and planning-level (record keeping, maintain permits, land acquisition)
- Infrastructure maintenance and improvement (bathhouse, concession)
- Routine monitoring (update erosion rates, structure condition surveys, beach surveys)
- Endangered species management (shorebird monitoring & protection)
- Routine maintenance and improvement (access paths, vegetation control, parking)
- Restoration (beach/dune nourishment, control traffic in dunes)
- Education and outreach (signage, website update, recreation programs)
- Finance and fundraising (CZM grant programs, FEMA, CPC, sticker sales)

Benefits

- Short- and long-term planning tool
- Improve storm damage prevention and flood control
- Facilitate fundraising efforts
- Enhance recreation
- Target critical activities
- Streamline permitting
- Maintain critical habitat

Contact Info:

Leslie Fields
lfields@whgrp.com
(508) 274-8109



