

MARSHFIELD OPEN SPACE COMMITTEE
REMOTE MEETING
THURSDAY, AUGUST 24, 2023 7 PM
870 MORAIN STREET

**REMOTE PARTICIPATION ZOOM MEETING
MINUTES**

A meeting of the Open Space Committee was called to order by Chairwoman, Susan Caron (SC) with a Motion at : 7:02 pm

Second : Pam Harght

Roll Call Vote: Pam Harght (PH), Ned Bangs (NB), Craig Hannafin (CH), Sue MacCallum(SM), Chris Ciocca (CH), Susan Caron (SC)

Guests : Genevieve Reynolds, Michael Maresco

1. **MOTION** made by SC at : 7:03pm To revise the order of the Agenda for Executive Session to be held prior to the Regular Session Agenda. The committee will return to Regular Session. The Executive Session is being held for a discussion regarding Real Property in order to protect the negotiating position of the public body.

Second: SM

Roll call vote: PH yes, NB yes, CH yes, SM yes, CC yes, SC yes.

MOTION made by SC at 7:08 to enter Executive Session.

Roll Call vote: PH yes, NB yes, CH yes, SM yes, CC yes, SC yes

The Committee Returned to Regular Session at 7:45 pm

1. Minutes Review

MOTION to approve the 6/15/23 Regular Session Minutes as written.

Second: NB

Roll call vote: PH yes, NB yes, CH yes, SM yes, CC yes, SC yes

2. Proposed Next Meeting Date : 9/21/23 7pm

3. Open CPC Accounts Discussion

SC reports that there are 4 CPC/Open Space Accounts with remaining balances. JOMAT land acquisition, Maryland St land acquisition, Pilgrim Trail acquisition and Goggin acquisition land acquisition.

* JOMAT : Town Meeting article included funds that were intended for improvements not yet

completed. Funds will not be moved at the present time.

* MARYLAND ST : SC will follow up on Conservation Restriction. Funds will not be moved until it can be determined if there were any unfinished items before transferring funds.

* GOGGIN : Remaining balance was intended for amendments to the existing Conservation Restriction. Funds will not be moved until it is determined to be necessary.

* PRATT TRAILS, KAYAK LAUNCH Work has been completed

MOTION: made by SC to close the Pratt Trails, Kayak Launch/ Open Space account and return \$15,261.95 to the CPC general fund .

Second: SM

Roll call vote: PH yes, SM yes, NB yes, CC yes, CH yes, SC yes

4. Proposal Review for the 2024 Open Space and Recreation Plan Update

Discussion held regarding 2 proposals received in response the RFP for the OSRP update. SC reports that VHB declined to submit a proposal and Nitsch Engineering did not respond to a request. BSC Groups and Horsley Witten Group both submitted proposals.

PH, CH and SC were assigned to review the proposals in detail. Both proposals were discussed in detail with the committee. Conclusion was that both proposals were very thorough, impressive and contained all the required elements requested in the RFP. Both firms have equally qualified staff and experience with similar plans. SM and CC were committee members during the previous 2018 update that was completed by Horsely Witten Group and were pleased with their work . Having completed the last update could be an advantage to the committee in the process. Horsely and Witten submitted a detailed budget and total cost of \$ 42,760. BSC did not submit a budget. The RFP stated the project budget was \$45,000. It was decided that given the only significant differences being cost and prior experience with Marshfield the committee would select Horsely Witten.

MOTION made by SC to select Horsely Witten Group to provide professional services to the Open Space Committee for the preparation of the 2024 update of the Open Space and Recreation Plan .

Second: CH

Roll call vote: PH yes, SM yes, NB yes, CC yes, CH yes, SC yes.

Motion to adjourn made at : 8:45 pm by SC.

Roll call vote: PH yes, CC yes , CH yes, NB yes, SM yes, SC yes