

Open Space & Recreation Plan Committee (OSRPC) Meeting Minutes

July 11, a duly scheduled and meeting the Collins Room

*** Action items and votes below in bold face**

- 7:13 PM, Parker opens meeting; after a quorum is present:

Present: Jack Bowen, Marlies Henderson, Mike Parker, Katie Shubin
Conference call: Maria Martin
Excused: John Bartlett, Justin Damon, Michael Rosa
Ex Officio: Erika Jerram, Katherine Malgieri

1. Open mic: None
2. Reorganize offices: Parker moved to maintain the offices as they currently are; Rosa as Chair, Bartlett as Vice-Chair and Henderson as Secretary. Bowen seconded: 5-0-0¹
3. Bowen moves to accept the 6/6 minutes as amended per discussion, seconded by Bowen. Vote: 4-0-1 (Parker abstained because he did not attend that meeting).
4. Jerram reported that the Town Counsel-approved RFP² has been released on 6/30, with proposals due by 7/21. Whosoever would like a digital or hard-copy can request it with her.
5. It was voted unanimously (5-0-0) to appoint Rosa and Bartlett in absentia, with Parker as the third OSRPPC member on the newly created Consultant Selection Sub-Committee.
6. Malgieri emailed the implementation pages with the agenda and minutes on Fri, Jul 7, 4:11 PM. All should review it and add whatever vague recollection of met objectives they have. She extended the submission end date to the August meeting. She clarified it is a matrix (rows and columns) to hand to the consultant. The State provides an in-depth step-by-step guidebook for the OSRP creation process to satisfy government requirements. There is currently no staff bandwidth to do this in-house.
7. Next meeting date is August 1 at 7 PM. This conforms with the 2023 schedule as prepared by Kerri, and with the OSRPC Policies & Procedures: first Tuesday of the month, except October (Town Meeting).
8. 7:40 PM, meeting adjourned (motion by Parker, seconded by Henderson). Vote 5-0-0.

Minutes respectfully submitted by Marlies Henderson

¹ In favor - opposed - abstention

² Request for Proposals

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