

**HOLDEN OPEN SPACE AND RECREATION COMMITTEE**  
**REMOTE MEETING**  
**MARCH 2, 2021**  
**MINUTES**

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**MEMBERS PRESENT:**

Danielle Marini, CMRCP  
Cathy Doherty, Committee Chair  
Glenda Williamson, Secretary  
Pamela Harding, Planning Dept.  
Denise Morano, Holden Recreation  
Jim Dunn, Ag. Commission  
Scott Verrier, Holden Soccer  
Richard Callahan, WOLCS  
Mike Savino, Recreation/Sports  
Dan Prosser, Eagle Lake  
Jean-Paul Paulynice, Recreation, Public Outreach, Education

**NOT PRESENT:**

Kenneth Strom  
David Murphy  
Erin Bradbury

**AGENDA ITEMS:**

1. Approval of Minutes (2-8-21)
2. Community Survey
3. Goals
4. Objectives
5. Trails
6. Public Forum
7. Next Steps
8. Next Meeting
9. Adjourn

C. Doherty asked for a motion to approve the February 8th meeting minutes. Motion by D. Morano, seconded by J. Dunn, all in favor.

**Survey:**

D. Marini stated that there have been 274 responses to the community survey and that no surveys were completed by youth 18 and under. The Committee discussed the return results at length and agreed to extend the survey date to the end of March in an effort to get more responses. J.P. Paulynice asked if this was an acceptable return based on the percentage received and the Holden population. D. Marini explained that 274 is not a

bad number at this point and that the State does not give suggestions or requirements for the number of surveys returned. She stated that they are more concerned with the outreach methods and availability of the survey to the community. In other communities D. Marini has seen survey return results ranging from 150 to 750 and that the average return is between 300 and 400. The committee discussed additional outreach methods, i.e. a flier in the HMLD bill, posting at local stores, reposting on websites and other social media. D. Marini will send out an updated version of the survey flier for distribution and posting.

**Goals and Objectives:**

G. Williamson provided a draft version of the Goals and Objectives section from the 2012 plan. She asked the Committee to review the edits and comments and to further edit the document, providing additional goals etc... where needed. The Committee worked thru the main goals and objectives, providing more edits for inclusion. R. Callahan suggested that the “responsible party” for achieving goals should be the Town Manager’s Office and the Board of Selectman, followed by the various Town departments and committees. The goals should then list “key co-operating groups” that are not town departments (i.e WOLCS, Eagle Lake Committee etc..) that might assist with achieving the goals and objectives.

D. Marini asked if the Town had prepared an MVP grant application and that perhaps some of this information could be incorporated into the OSRP. P. Harding replied yes. D. Marini is to make revisions to the Goals and Objectives document and post in the shared One-Drive folder. The Committee is to continue developing the goals, objectives and specific action items.

**Trails:**

D. Marini asked the Committee to provide input on the trails mapping portion of the plan and to update the database in the shared One-Drive folder. G. Williamson stated that the White Oak GIS data had been provided to the CMRCP.

**Public Forum:**

As the survey was extended thru the end of March, it was discussed that perhaps the public forum could be shifted further out, from early to late May. This would give the Committee additional time to review survey results and to work on Goals and Objectives.

D. Marini will give a brief presentation at the forum that will include an overview the OSRP process, discussion of goals and objectives and presentation of survey results. She suggested that each Committee member introduce themselves and explain their interest for serving on the Committee.

P. Harding stated that the Town does not currently have open space projects in mind for the potential use of a Land Grant. D. Marini suggested that the 2021 OSRP completion date may be extended past the end of June if a Land Grant will not be a priority by the April meeting date. The Committee will discuss possible locations and dates for the public forum during the April Committee meeting.

**Next Steps:**

D. Marini suggested that the Committee think more about any trails mapping that will be required and to enter information into the One-Drive folder. She urged the Committee to keep working on Goals and Objectives and to start preparing specific actions items for each goal or objective. She also asked the Committee to look over the ADA self-evaluation forms, explaining that a form must be completed for every public facility.

**Next Meeting:**

Monday, April 5<sup>th</sup>, 6:00 pm - 8:00 pm

**Adjourn:**

C. Doherty asked for a motion to close the meeting. Motion by J. Dunn, second by R. Callahan, all in favor.

Minutes submitted by Glenda Williamson, Secretary