

## MINUTES

Heywood Meadow Stewardship Committee Meeting

Thursday, January 5, 2023, 9:00am

Hybrid Meeting

1<sup>st</sup> Floor Meeting Room, 141 Keyes Road

and via Zoom

**Present:** Delia Kaye (Natural Resources Director), Joanne Gibson (Co-Chair), Susan Clark (Co-Chair), Sandy Smith (minutes), Cris Van Dyke, Stan Lucks, Mary Clarke, Lola Chaisson, Peter Lee

Guest: Isabel Bailey

The meeting was called to order by Susan Clark, Co-Chair, at 9:05 am.

**Minutes of December 8, 2022 Meeting:** On a motion made by Mary Clarke and seconded by Lola Chaisson, the minutes were approved unanimously as written.

### **Updates from Delia Kaye:**

- Delia Kaye reported on the successful effort to remove invasives from the Walden Street side of the Mill Brook (Lot B). Several brush piles remain and Will Holden, Land Manager, is in the process of removing them now that he has returned from parental leave.
- At the December meeting, Sandy Smith had called attention to several plants close along the stone wall in the East Meadow that had been missed when the Meadow was mowed in November. Delia reported that they have now been cut by hand.
- Delia mentioned that some pink flagging tape is visible in the East Meadow along the edge of the tree line in the area behind the Gun House. These flags remain from a half day community service project organized by Middlesex School for a group of its students.
- Delia announced that Bert Comins, the new Assistant Director of Natural Resources, started on Tuesday, January 3, 2023. Bert has a Bachelor's degree in Environmental Studies from Saint Joseph's College of Maine. He has three years of municipal wetlands experience in Massachusetts, providing staff support to Conservation Commissions for Wetlands Protection Act filings, inspections and enforcement, as well as managing municipal conservation land and developing a formal Conservation Restriction Monitoring Program. Bert most recently worked with Mass Wildlife on a variety of projects related to hunting and fishing in the state, including public outreach and education. He also has several years of construction experience.

**Continuation of the Discussion of the Landscape Plan Followed by a Vote on the Edited Plan:** Sandy said that the review of the Landscape Plan had been completed at the December meeting except for language in two sections on pages 25 and 26 being drafted by Delia. Delia reported that she had not been able to complete those drafts but would do so well in advance of the February meeting.

Cris requested that the Committee be able to read the entire edited Landscape Plan before being asked to approve it. The Committee agreed to review Delia's draft language at the February 9<sup>th</sup> meeting. Then Sandy will produce a clean copy of the document for the Committee to review and approve at the March 9<sup>th</sup> meeting. Sandy urged the Committee members to read the entire edited Landscape Plan before the March meeting, including Section 2. Site History, and Section 3. Analysis and Evaluation which the Committee has not attempted to edit.

Joanne Gibson requested that the Committee also discuss the draft Charge at the February meeting. Sandy will provide Delia with a package of background materials, including the draft Charge, to distribute to the Committee members in advance of the February meeting.

Mary Clarke raised the topic of increasing the Committee's effort to educate the community about the Meadow using various methods including signage, maps, and posts with QR codes that would link users to materials on the Town's website. Susan Clark observed this could be a major new activity for the Committee to discuss and pursue. Delia enthusiastically supported the concept of increasing the educational effort and volunteered to provide access to documents and photographs, but explained that the Committee would need to take the initiative on this. Peter Lee volunteered to do so assisted by Mary and Lola. Isabel Bailey also volunteered to assist.

Lola moved to adjourn the meeting at 9:47am, seconded by Cris.

**Next meeting:** Thursday, February 9, 2023, via Zoom.

**Action Items:**

1. The Town Clerk will attend an upcoming meeting to swear in those members of the Committee not already sworn in.
2. Delia will provide revised drafts of two portions of text on pages 25 and 26 of the Landscape Plan for Committee review at the February meeting.
3. Sandy will send the Revised Charge and supporting materials to Delia for distribution before the February meeting.
4. Peter will coordinate a small group to think more about providing educational materials for the public.
5. Delia will continue to keep an eye out for news on the Traffic Committee to ensure the Committee's proposal to rethink the Heywood Street/Walden Street intersection does not fall through the cracks.