

## MINUTES

Heywood Meadow Stewardship Committee Meeting  
141 Keyes Road, 1sr Floor Conference Room  
Thursday, May 11, 2023, 9:00am

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

The meeting was called to order by Joanne Gibson, Co-Chair, at 9:07 am.

**Minutes of April 13, 2023 Meeting:** On a motion made by Lola Chaisson and seconded by Stan Lucks, the minutes were approved unanimously as written.

### **Update from Delia Kaye:**

- A) Maple Tree: Delia reported that the large sugar maple closest to the intersection of Heywood Street and Lexington Road is failing and needs to be removed. It is too big for the Land Manager to remove, so Delia has engaged the Town's Tree Warden. She will have the Town replace it with another sugar maple.
- B) Heywood Street/Walden Street Intersection: Delia thought that the new Deputy Town Manager has reconvened the Traffic Management Group and if so, they are, once again, the group which will consider the Committee's proposal to redesign the Heywood Street/Walden Street intersection. Delia will follow their activities to be sure the Committee's proposal doesn't fall between the cracks.
- C) Trail Along Mill Brook: Delia reported that at its last meeting, the Trails Committee voted to close the trail along the north side of the Mill Brook and remove its red blazes.
- D) Retaining Wall Along Heywood Street: Delia reported that she met with Highway and Grounds Superintendent Aaron Miklosko regarding the failing retaining wall. She has not yet been in touch with Stan Nobles, but intends to do so to advance the Committee's plan to apply for CPA funds in the coming funding cycle to replace this wall.

**Discussion of the Final Details of the Landscape Plan:** Delia handed out copies of the proposed cover, title page, and foreword for discussion by the Committee.

Cover: The Committee preferred to use "2023 Revision" in place of "Revised" or "Revised 2023." The Committee also asked that the word "Initially" be deleted, leaving "Prepared January 2005 by"

Title Page: Here also, the Committee preferred "2023 Revision" in place of "Revised" or "Revised 2023." Here also the word "Initially" should be deleted. Delia asked that her name be listed at the bottom of the list of Committee members and that her title be listed as "Natural Resources Director." The Committee preferred that Sandy be identified as "Clerk" of the Committee and that he also be identified

as “Editor of the Revised Plan.” Finally, the Committee preferred that the sentence in memory of Murray Nicolson be moved from the Foreword to the bottom of the title page.

Foreword: The Committee asked that “Revised Plan” be replaced with “2023 Revision” in the title to the Foreword. In the third paragraph, the words “response or” are to be deleted. And the final paragraph paying tribute to Murray Nicolson is to be relocated to the Title page.

Joanne asked that members of the Committee look through their photos of the Meadow and send the best ones to Delia who will organize them so the Committee can make selections for inclusion in the Report.

**Membership**: Joanne shared the name of a candidate to fill the vacancy on the Committee. There was a brief discussion. Joanne will approach the candidate to gauge his interest.

**Adjournment**: The meeting adjourned at 10:00am without hearing from the educational materials sub-committee.

**Next meeting**: June 8, 2023

**Action Items**:

1. The Town Clerk will attend an upcoming meeting to swear in those members of the Committee not already sworn in.
2. Peter’s educational materials sub-committee will report its thoughts to the Committee.
3. Delia will continue to keep an eye out for news from the Traffic Management Group to ensure the HMSC’s proposal to rethink the Heywood Street/Walden Street intersection does not fall between the cracks.
4. Delia and Stan Lucks will coordinate with the Highway Department and the Town Engineer to prepare an application for CPA funds to rebuild the concrete capped wall on the west side of Heywood Street. Applications are typically due in September for approval at the next following annual town meeting which would be in the spring of 2024.
5. The Committee will continue discussing candidates to fill the vacancy on the Committee.
6. Members of the Committee will share their best photos of the Meadow with Delia prior to the June meeting.