

Next Meeting: February 28, 2025, 7 pm, Heritage Room, Holbrook Town Hall

Meeting Minutes - February 20, 2025

Date: 2/20/25

Time: 12 pm

Location: Holbrook Town Hall, Heritage Room

1. Call to Order

- The meeting was called to order at 12:00 PM.
- Attendance was taken:
 - **Present:** Eric Helfer, William Conrad, Carleen Sabusap (via Zoom), Patricia Greely, Denise Louis, Brendan Potash (via Zoom),
 - **Absent:**, Alison Bowden, Cristina Lucci-McShain.
- A quorum was confirmed.

2. Approval of Minutes from February 4, 2025 Meeting

- Patricia made a motion to amend point 7 of the agenda from February 4th meeting that states “Denise made a motion to update language” to “Patricia made a motion to update language”.
- A motion to accept the minutes from the February 4, 2025 meeting was made by Patricia and seconded by Brendan
- The motion was passed with 6 votes in favor and 2 members absent.

3. Updates on Open Space Plan (OSP)

a. Progress with Select Board

- Denise provided an update on recent discussions with the Select Board regarding priority projects, including the development of new ball fields and improvements to Sumner Field.
- The board expressed general support for these initiatives, with some concerns raised regarding environmental impact assessments and funding.
- A tentative plan was established to formally present the Open Space Plan at the April Select Board meeting. If all materials are finalized in time, it could also be included in the May Town Meeting agenda.
- The committee noted that ADA compliance requirements need to be addressed, with the Conway School project submitted by April 30, 2025 to the Open Space Committee.
- Several grant opportunities were discussed, with an emphasis on aligning project timelines with available funding cycles.

b. Progress with Conway School Update

- The next scheduled meeting with Conway School is set for February 28, 2025, most likely in the morning.
- The school is finalizing reports on potential site improvements and recommendations, which will be incorporated into the broader Open Space Plan.

- Committee members emphasized the importance of maintaining clear communication with the school to ensure alignment with the town's broader infrastructure and environmental goals.

c. Preparation for the March 4, 2025 Community Engagement Event

- Planning is underway for the upcoming community engagement event, focused on gathering resident input on open space priorities.
- Activities and discussion tables will be set up to encourage public participation and feedback.
- Key topics will include transportation and connectivity, green space enhancements, and recreational facility improvements.
- Committee members will be needed to facilitate discussions and document feedback.
- Ideas included interactive presentations, student-led design projects, and potential field trips to conservation sites.
- The committee agreed to follow up with school administrators to finalize logistics.

5. Discussion and New Business

- Members reviewed upcoming grant application deadlines and potential funding sources for various projects.
- Infrastructure needs, including maintenance of existing recreational areas and new walking/biking trails, were discussed as priorities for the next fiscal year.
- Additional presentations to the Select Board and other town committees were proposed to ensure continued support and funding for OSP initiatives.
- The importance of maintaining community engagement was reiterated, with ideas for future outreach events and partnerships considered.

6. Adjournment

- A motion to adjourn was made by Denise and seconded by Patricia.
- The motion was unanimously approved, and the meeting adjourned at 1:01 PM.

Action Items:

- Core group to follow up regarding ADA compliance report.
- Committee members to coordinate logistics for the March 4, 2025, Community Engagement Event.
- Conway School presentations scheduled for February 28, 2025.
- Grant research to be conducted for upcoming funding opportunities.
- Committee members will provide feedback for:
 - 4-5 table ideas for the School event
 - 4-5 main aspirations for Open Space projects as reference for the Conway Students