

**MINUTES OF THE  
CONSERVATION COMMISSION  
OPEN SPACE SUB-COMMITTEE MEETING**

**PLANNING DEPARTMENT CONFERENCE ROOM**

**3:30 P.M.**

**September 3, 2008**

**MEMBERS PRESENT:** Chairman Steve Miller; Vice Chairman James Horrigan; Members, Allison Tanner, Brian Wazlaw, Barbara McMillan, Eva Powers; and Alternate Mary Ann Blanchard, Richard Adams

**MEMBERS ABSENT:** Skye Maher

**ALSO PRESENT:** Peter Britz, Environmental Planner

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**I. PLANNING FOR OPEN SPACE INVENTORY UPDATE**

Chairman Miller called the meeting to order at 3:30 p.m. He explained that the goal for the meeting was to look at the current inventory of City owned property and determine which parcels the committee would like a consultant to evaluate. Mr. Britz said that the committee would have to create a Request for Proposal outlining the specific tasks to be completed by a consultant. He indicated that there were 182 parcels to review.

The committee spent the rest of the meeting discussing the various parcels and determining which ones should be evaluated for the Open Space Inventory. Of the 182 parcels to review, 92 parcels were determined to need no additional attention.

Chairman Miller explained that the next steps for the committee would be to begin setting the goals and objectives for the project. Also, the committee needs to begin identifying the specific tasks that they want the consultant to do. In addition, various other tasks could be done by committee members and Mr. Britz. Those tasks would need to be identified as well. Mr. Britz pointed out that one task a committee member could do was to research the City easements and organize and arrange the deeds into an easy to access binder. The committee agreed to do all of this at their next meeting.

Ms. McMillan passed out copies of the City Open Space Land Planning Connections section from the City's Master Plan. The committee was asked to read it before the next meeting.

Ms. Blanchard stated that it would be important to coordinate and talk with other boards once the committee has pertinent information regarding open space in the City.

Mr. Wazlaw said that the Conservation Commission has wanted to do a wildlife and plant inventory for some time. He hoped that could be included in the Request for Proposal.

The committee was also to look at the three sheets that were copied from the 1972 Open Space Inventory Report (Contents page, Goals and Objectives page, and Table II) and come up with their own individual lists for goals and objectives for discussion at next month's meeting.

The next meeting was scheduled for Thursday, October 2 at 3:30 p.m. in the Planning Department Conference Room.

Respectfully submitted,

Liz Good  
Sub-committee Recording Secretary

These minutes were approved at the Open Space Sub-Committee meeting on October 29, 2008.