

**LITTLETON OPEN SPACE AND RECREATION PLAN COMMITTEE**  
**MEETING MINUTES**  
**January 25, 2024**  
**Town Hall Room 103**

Members Present: Andrew Sammarco (Chair; Conservation Commissioner); Gerry Cavallo (Agriculture Commission); Sol Marini (at-large); Kate Jacobsen (Parks and Rec Commissioner); Edward Collins (Clean Lakes); Ivan Pagacik (Vice Chair; LELWD Board); Jeffrey Yates (Planning Board)

Members Absent: None

Ex-Officio Members Present: Alicia Day (PRCE Director); Amy Green (Conservation Agent); Mark Rambacher (Select Board Non-Voting Liaison)

Ex-Officio Members Absent: Ryan Ferrara (Town Administrator's Office) Stephen Jahnle (Dir of Public Works); Maren Toohill (Town Planner)

Also present: Eli Bloch (Dodson and Flinker; D&F; remote), Don MacIver, Rob Rounce

Mr. Sammarco opened the meeting at 6:30 pm

Meeting Minutes: Mr. Cavallo moved to approve the minutes of March 2, 2023; May 16, 2023, June 21, 2023, September 21, 2023 and December 11, 2023 with edits as discussed; Mr. Pagacik seconded. Vote – all in favor (6-0).

Member Updates: None

Staff Updates: None

Public Input: None

Mr. Bloch provided an update of what has been circulated to date, and comments/discussion followed. The current draft was sent around on Monday; the Appendices are almost complete and they have completed the Action map.

<<Mr. Marini and Rambacher arrived>>

Comments discussed included:

- Status of Gray Farm barn, Parlee, Long Store and 12 Robinson Road
- Mill Pond dredging
- Cemeteries should be a stand alone category in Section C/Inventory
- Sanderson Esker ownership
- Ms. Green provided a copy of her minor comments to Mr. Bloch

Next steps were discussed. After edits are made, at a minimum document has to go to Town Manager, Planning Board, Metropolitan Area Planning Council and MA Division of Conservation Services. This can occur simultaneously.

Mr. Pagacik moved to accept the OSRP with the edits as discussed and that version then be submitted to the Town Manager, Planning Board, Metropolitan Area Planning Council and MA Division of Conservation Services. Mr. Yates seconded. Vote – all in favor (7-0).

It was further discussed that the OSRP should be made available to the public online and possibly a hard copy at the library and Town Clerk.

<<Mr. Collins left>>

Mr. Bloch said that the review draft will be ready next week. Ms. Day will check with IT about an online repository of some sort for comments. March 15 was discussed as the due date for comments. Mr. Pagacik moved to set March 15 as the due date for comments. Mr. Yates seconded. Vote – all in favor (6-0).

Mr. Bloch said that any last minute comments from the OSRPC should be provided by January 29<sup>th</sup>, with the pdf delivered to the Town ready for distribution by February 2. Ms. Day will also check with Jim Duggan about sending a copy to the State and MAPC.

There was further discussion about submitting the draft to all the Committee Chairs and Department Heads for letters of support. Reach out could also go to the Littleton Conservation Trust, other trusts, various sporting groups etc.

ADA self-evaluation – Ms. Day has provided the information to Mr. Bloch and will follow up offline

7:45: Mr. Pagacik moved to close; Mr. Cavallo seconded. Vote – all in favor (6-0).

Meeting adjourned

**Documents and exhibits used at this meeting:**

None

Respectfully submitted,

Amy Green (Draft 2/1/2024; 3/26/2024 approved)