

**RECEIVED**

By Town Clerk at 11:00 am, Dec 13, 2023

**MEETING NOTICE**  
**TOWN OF LYNNFIELD**

*(As required by MGL Chapter 30A, sections 18-25*

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**Board/Committee Name:** Open Space & Recreation Plan – Working Group

**Members:** Steve Fantone, Don Gentile, Rich Kosian, Amy MacNulty, Matt Monkiewicz, Mary Lohan, Jennifer Welter (Planning Department staff)

**Day/Date:** Tuesday, December 19, 2023

**Time of Meeting:** 6:00pm

**Location:** **Lynnfield Senior Center – 525 Salem Street**

**Agenda**

- 1) Status Updates – Rich Kosian, all
  - a) Lynnfield WoodLot opening
  - b) Signs at Carter and Grayland Roads
  - c) Summer Interns – repair Partridge Island boardwalk – winter school break
  - d) Violet Circle access easement
  - e) ROW to RMLD parking lot
  - f) Mapping work – Jack Mackey Eagle Scout project at BDBR
  - g) MOU – LCWD/BDBR/Willis Woods
- 2) Development – Year-End Progress Report – Amy MacNulty
- 3) 2024 OSRP Action Plan – Amy MacNulty, Rich Kosian
- 4) Communication Plan – Mary Lohan/Amy MacNulty
  - a) Update – outreach plans – social media, website, etc.
  - b) Create content from events/activities from Year-End report and 2024 plan
  - c) Align information with Community Vision Plan
  - d) Develop 6-mo plan for Spring/Summer events
  - e) ID volunteers to support 2024 projects
- 5) Development of BDBR Master Plan – including grant opportunities (Rich Kosian)
- 6) Recreation Center & Community Space Update - Matt Monkiewicz
- 7) Open Space Facebook & Walking Tours Update - Steve Fantone
- 8) Other business
- 9) Schedule next meeting