

**RECEIVED**

By Town Clerk at 10:50 am, Nov 13, 2023

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

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

)

**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, November 21, 2023

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

**Location:** **Al Merritt Center – 600 Market Street, 2<sup>nd</sup> floor**

**Agenda**

1. Update – to-do’s from joint public meeting – LCWD and ConCom/WORKING GROUP:
  - Questions from LCWD commissioners in Oct. 30 LCWD meeting:
    - Maintenance, costs, liabilities
    - MOU, conditional LCWD motion
    - Deliverables – CW, LLC plan – narrative, phasing, maps
  - On-going items:
    - access to BDBR from Main
    - Partridge Island boardwalk maintenance
    - Mapping – new map for BDBR and total Lynnfield open space
  - New business:
    - Develop Year-End Report – 2023 accomplishments, 2024 plan
    - Develop BDBR Master Plan – including grant opportunities
2. Update – Jack Mackey – Eagle Scout project
  - Mapping, Signage, Photos
  - Timing for ConCom presentation and project sign-off
3. Recreation Center & Community Space Update - Matt Monkiewicz
4. Open Space Facebook & Walking Tours Update - Steve Fantone
5. Update – outreach plans – social media, website, etc. – Mary Lohan/Amy MacNulty:
  - Create content from events/activities from Year-end report and 2024 plan
  - Align information with Community Vision Plan
  - Develop 6-mo plan for Spring/Summer events
  - ID volunteers to support 2024 projects
6. Schedule Next Meeting