**Open Space Management Committee**
**Minutes July 13, 2010**

Attendance: Dena DeSena, Marti Blair, Dick Bauman, John Planinsek, Jessica Sullivan

Maureen O'Meara, Town Planner

1.      The meeting was called to order at 8:50 p.m.

2.      Mr. Bauman made a motion to approve the minutes of June 8, seconded by Mr. Planinsek.

3.      No citizen comments were offered.

4.      The committee reviewed the public forum held June 16th. Mrs. DeSena thanked Aniko Varadi for helping with meeting preparation and preparing meeting notes of the meeting. Mrs. DeSena thought the forum and the discussion generated went well, even though there was very little public attendance. Mr. Bauman acknowledged low attendance by the public but thought the preparation by committee members for the forum was worthwhile as we develop the plan.

5.      The committee discussed next steps. Mr. Bauman offered to distribute a draft of guidelines for trail users he had prepared. The committee also discussed reviewing the authorizing ordinance for the Conservation Commission and suggesting additions to it that describe the duties and responsibilities of the Conservation Commission, especially as it relates to trail stewardship. Ms. Blair suggested that open space be categorized. We should develop a mission statement and include provisions for preservation, access, maintenance, resource protection, etc… Mr. Bauman agreed his draft is one piece of a larger document, but he does want the plan to stay focused.

6.      For the next meeting, the committee agreed to take the draft outline and narrow it down/ make changes to it. Each committee member will email his/her revisions to others in preparation for a discussion at the next meeting. They will also visit the Santa Clara Open Space Authority website and review examples previously distributed. Staff will have a laptop for the next meeting to facilitate revisions.

7.      The committee agreed to next meet on Tuesday, August 10th at 7:00 p.m. Meeting adjourned at 9:30 p.m.

Respectfully submitted,

Maureen O'Meara, Town Planner