

**MINUTES OF THE  
OPEN SPACE TASK FORCE**

**MEETING #1  
February 20, 2025**

Community Development Conference Room, Salem Town Hall

**Task Force Members Present:**

- Georgia Brust, Con Com Rep (via Zoom)
- Caitlin Fitzpatrick, Con Com Rep
- Sean Lewis, Planning Board Rep
- Keith Stramaglia, Town Council Rep

**Town Staff and RPC Staff Present:**

- Crayton Brubaker, Community Development Program Manager
- Jacob Lafontaine, Planning Director
- John Vogl, GIS Manager
- Jenn Rowden, Land Use Program Manager, RPC
- Rob Pruyne, GIS Manager, RPC

The meeting started at 5:05 pm.

***Motion: Mr. Lewis made a motion pursuant to RSA 91-A:2, III (a) to allow Georgia Brust to participate in the meeting remotely via Zoom and that any votes for the duration of her participation will be conducted by roll call, pursuant to RSA 91-A:2, III (e).***

***Second: Ms. Fitzpatrick***

**ROLL CALL VOTE:**

**SEAN LEWIS – YES**

**CAITLIN FITZPATRICK – YES**

**KEITH STRAMAGLIA – YES**

***Vote: 3-0-0; Motion passes unanimously.***

**1) Welcome & Introductions**

The members and staff introduced themselves.

**2) Review of Scope of Work**

Ms. Rowden said she wanted to review things to make sure that everyone was still on the same page. She said task 1 is this meeting. She is going to work with Mr. Brubaker to make sure all the public meetings get posted.

Task 2 is data collection. It is getting data to do the mapping. They are working on gathering the data that is publicly available.

Task 3 outlines the maps that they will be producing. She said at this point there is a total of 15 maps. If there are additional maps that need to be added to the list, they can do that.

1 Task 4 is parcel prioritization. They will review the original open space plan and the Master Plan  
2 to make sure they are all consistent and still apply. They will do an analysis to see if anything has  
3 changed.

4 Mr. Brubaker said the Conservation Commission has a list of land for conservation purposes.  
5 The Conservation Commission has a real estate agent that helps them to acquire conservation  
6 land. They get updates every few months on land acquisitions. He said that the list will be  
7 prioritized and updated.

8 Mr. Lewis asked what they meant about the updated list. Mr. Brubaker said parcels they cannot  
9 buy or people that have moved and they can see how they would feel about selling parts of their  
10 land or putting it into an easement.

11 Ms. Rowden said the goal is locating the wetlands and getting the basic data. She said they look  
12 at the priorities and the options and update the list. She said the big product is updating the open  
13 space plan.

14 The last tasks are presenting to the Conservation Commission, the Planning Board and the Town  
15 Council. She said the way it is written right now it will be 2 meetings almost identical, and they  
16 can be flexible if they want to do a joint meeting. The schedule now is late summer or early fall.

17 Mr. Brust asked John Vogl to share the wildlife corridor map with her.

18 It was requested to add a map called Salem wildlife corridors.

19 Ms. Rowden said they would discuss the specific maps at the next meeting and discuss if those  
20 are still priorities.

### 21 22 **3) Stakeholder Engagement Strategy Review**

23 Ms. Rowden said they wanted to get people involved. She said the first step is to have a webpage  
24 dedicated to it. It can have meeting minutes announcements and the plan itself. She asked if they  
25 wanted the Town to post the minutes and the agenda or if the Town wants them to post this  
26 information on a website. Mr. Brubaker said the Town will post the information on their website.  
27 She said they could also have blurbs on the Town website or announcements at Town Meetings.  
28 She asked if people could sign up for notifications on the Town website.

29 Mr. Brubaker said they could make a link on the front page of the website. He said they also  
30 have a news website, and they will do Facebook as well.

31 Ms. Rowden said in meeting 2 they would start discussing things and prioritizing. She said  
32 another option is to do a survey, but she does not think they should do the survey because they  
33 just did the Master Plan survey. There is also a recreation survey. She does not think it is the  
34 most useful use of time and funding.

35  
36 Stakeholder communications:

37 They are specific people or entities who will have good insight into priorities. The Conservation  
38 Commissions real estate agent, Chris Goodnow, will be one of these people. There are people  
39 that it would be good to have a conversation with. She does not know what it will look like at  
40 this time, but they should put their time and effort into this part.

41 Mr. Brubaker said Linda Harvey is a wealth of knowledge. He also said the former Planning  
42 Director, Ross Moldoff, is another person with a lot of knowledge that we should speak with.

43 Ms. Rowden said they should discuss who they want to talk to at a Conservation Commission  
44 meeting. She said they will not identify which parcels the Town should buy, but rather give a list  
45 of priority parcel based on conservation, wildlife, and other data.

1 Ms. Rowden said she recommends that Mr. Brubaker be the central contact person for the public.  
2 She said they could set up a comment page for when the documents are released.  
3 There was discussion that, due to the public nature of this, people could change their mind of  
4 selling.  
5 There was discussion about whether they should include the realtor's input.  
6 There was also discussion about how people may react if their property is on the list.  
7 Mr. Lewis asked when they would discuss money in this process.  
8 Ms. Rowden said after they identify the parcels and talk about strategies, they then discuss  
9 money. There are a lot of different outcomes, sometimes buying, sometimes easements.  
10 Mr. LaFontaine said the realtor is going to be very important, that he knows a lot and he does a  
11 great job.  
12 Ms. Rowden said public engagement is also very important. She said the Conservation  
13 Commission can use bits and pieces of this information on how they see fit.  
14 She said there will also be an implementation aspect that they can help with.  
15 There was discussion about how often the plan is used.  
16 Ms. Brust said that everything sounds good, and she is curious about pocket parks and what they  
17 think about those.  
18 Ms. Rowden said she did see that emphasized in the Master Plan and she is not sure exactly how  
19 they will address that. She said they can incorporate that into the plan.  
20 There was discussion about what would happen if FEMA were stopped and what they should do  
21 about that. It was discussed that it will be challenged and they should ignore that for now.  
22 Ms. Rowden said they would get into the details as they go through everything. She said she will  
23 update that they are not going to do a survey.  
24

#### 25 **4) Proposed Meeting Schedule**

26 The Open Space Task Force will meet on April 3, May 8, and June 5 at 5pm. These are all  
27 Thursdays. The Plan would go to Conservation Commission, then the Planning Board and the  
28 Town Council. They will discuss presenting to the Boards at the June meeting. These  
29 presentations will likely be in late summer / early fall.  
30 Mr. LaFontaine discussed the Planning and Conservation overlaps in this project.  
31

32 ***Motion: Mr. Stramaglia made a motion to adjourn at 5:45 pm***

33 ***Second: Mr. Lewis***

34 **ROLL CALL VOTE:**

35 **SEAN LEWIS – YES**

36 **CAITLIN FITZPATRICK – YES**

37 **KEITH STRAMAGLIA – YES**

38 **GEORGIA BRUST - YES**  
39

40 ***Vote: 4-0-0; Motion passes unanimously.***  
41

42 The meeting was adjourned at 5:45p.m.

43 Minutes by: Jennifer Hernandez, Recording Secretary