



Town of Wenham  
BOARD OF SELECTMEN

**AGENDA**

Tuesday July 24<sup>th</sup>

**3:30 PM**

Wenham Town Hall – 138 Main Street

*Notice of public meeting as required by M.G.L. Chpt.30 §18-28*

All audience members wishing to address the Board of Selectmen must go to the podium microphone and give their name & address.

**3:30 P.M.**

**WELCOME:** Call to order

**EXECUTIVE SESSION**

Executive Session #1 under M.G.L. Ch. 30A, § 21 – To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.

Executive Session #2 under M.G.L. Ch. 30A, § 21 – To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel.

- Police Benevolent Association of Wenham

Executive Session #3 under M.G.L. Ch. 30A, § 21 – To discuss strategy with respect to collective bargaining or litigation if the chair declares that an open meeting may have a detrimental effect on the bargaining or litigation position of the Town.

- Police Benevolent Association of Wenham

**6:30 P.M.**

**PUBLIC INPUT: *ITEMS NOT ON THE AGENDA***

**ANNOUNCEMENTS**

1. Wenham Day – Saturday, August 25<sup>th</sup>, 10am – 4pm JW
2. 375<sup>th</sup> Parade & Community Day – Saturday, September 8<sup>th</sup> CH
3. 3<sup>rd</sup> Annual Citizens Leadership Academy – Fall 2018 JC

**6:35 P.M.**

**REPORTS**

TOWN ADMINISTRATOR – Update  
CHAIRMAN  
SELECTMEN

**6:40 P.M.**

**NEW BUSINESS**

- A. Review and Potential Approval of Affordable Housing Trust Funding Request for Habitat for Humanity Hull Street Project – Josh Anderson (Affordable Housing Trust Chair) and Don Preston (North Shore Habitat for Humanity) CH
- B. Discussion of Potential Installation of Cell Tower at Iron Rail Property – Jim Romano (Iron Rail Commission Chair) and Don Madden (Blue Sky Tower) JC
- C. Initial Review of and Feedback on Final Draft of Open Space and Recreation Plan – Lynn Duncan (The Ciccolo Group), Asma Syed (Open Space and Recreation Committee Chair), and Margaret Hoffman (Planning Coordinator) JW
- D. Other matters, as may not have been reasonably anticipated by the Chair (Discussion Only) CH

**7:55 P.M.**

**MINUTES**

**Open Session:** June 26, 2018; June 26, 2018 Joint with AHT

**Executive Session:** November 10, 2015; November 17, 2015; February 28, 2017; August 22, 2017 (2); March 20, 2018; April 3, 2018 (2); April 24, 2018 (2); May 15, 2018 (2); June 5, 2018

**8:00 P.M.**

**ANTICIPATED ADJOURNMENT**

## BOARD OF SELECTMEN MEETING

*July 24, 2018*

## ANNOUNCEMENTS

- |   |    |
|---|----|
| 1. Wenham Day – Saturday, August 25 <sup>th</sup> , 10am – 4pm                    | JW |
| 2. 375 <sup>th</sup> Parade & Community Day – Saturday, September 8 <sup>th</sup> | CH |
| 3. 3 <sup>rd</sup> Annual Citizens Leadership Academy – Fall 2018                 | JC |



# Wenham Museum

## SUMMER FAIR

**SATURDAY, AUGUST 25<sup>TH</sup> 10 AM-4 PM**  
**RAIN DATE: SUNDAY, AUGUST 26<sup>TH</sup>**

**Free Admission to Fair & Museum**

### **Live Entertainment**

♪ The Music Man 10AM ♪  
Sing along children's music

♪ Time & Again Band 12-3 PM ♪  
"Decades of Hits"

Demos by Mariana's Dancing Studio



**WENHAM  
MUSEUM**

Celebrating Childhood  
Connecting Generations  
Honoring Heritage

A Donor & Visitor Supported Nonprofit Institution

### **ARTISAN VENDORS**

**Fire Department  
Open House**

**PONY RIDES**

**Town Hall Open  
House**

**LAWN GAMES**

**Petting Zoo**

### **FOOD TRUCKS**

Fancy's Snoballs

Joe's on a Roll

Kim's Pure Pastry

Nana's Fried Dough

The Whoopie Wagon

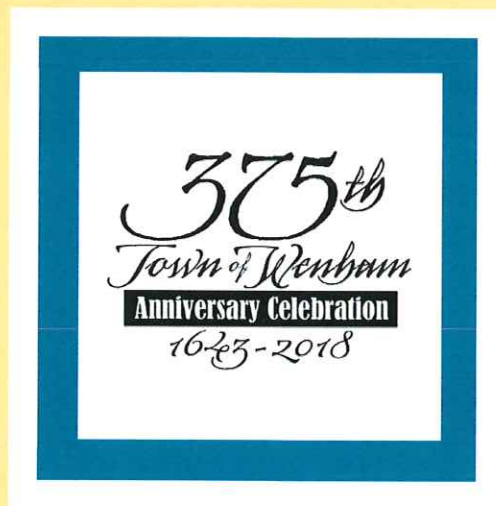
### **BEER & SODA**

Ipswich Ale Tapmobile



Wenham's 375th Committee Presents

# WENHAM'S 375TH ANNIVERSARY CELEBRATION



JOIN US FOR A TOWN WIDE PARADE FOLLOWED  
BY A COMMUNITY DAY AT PINGREE PARK  
**September 8th**

Parade will start at the Buker School at 10:00 am  
Followed by the Community Day at Pingree Park from 11:30am-3:00pm

375th Anniversary Merchandise is available at the Town Clerk's Office

**[Facebook.com/wenham375/](https://www.facebook.com/wenham375/)**

Email [wenham375@wenhamma.gov](mailto:wenham375@wenhamma.gov) for questions or accommodations





# Coming this fall!

## Third Annual Town of Wenham Citizens Leadership Academy Fall 2018



Registration will open in August for the Third Annual  
Wenham Citizens Leadership Academy!

*Learn about department functions and services • Tour facilities  
Meet town staff and ask questions • Find new ways to get involved*



- 11 weekly sessions led by department heads.
- Academy is no cost for participants.
- All residents 18+ encouraged to attend.
- Registration will open in August.
- Academy concludes with a mock town meeting and graduation at a Board of Selectmen meeting.
- Thursday sessions starting on September 13

## **BOARD OF SELECTMEN MEETING**

*July 24, 2018*

### **REPORTS**

- TOWN ADMINISTRATOR – Update
- CHAIRMAN
- SELECTMEN



# Town of Wenham

Selectmen / Town Administrator

TEL 978-468-5520

FAX 978-468-8014

## MEMORANDUM

**TO:** Board of Selectmen  
**FROM:** Peter Lombardi, Town Administrator  
**RE:** Town Administrator's Report  
**DATE:** July 24, 2018

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### Personnel

During the FY19 budget process, the Town decided to split staffing support for our land use boards into two part-time, 19 hour/week positions effective July 1. Margaret Hoffman is still the Planning Coordinator but has reduced her hours. Margaret continues to provide primary support to the Planning Board and Zoning Board of Appeals, and is generally in Town Hall on Tuesdays and Thursdays. In May, we posted the new Conservation and Open Space Coordinator position that will staff those two committees. After conducting interviews with several highly qualified candidates, we selected Melissa Berry to fill this position. Melissa is currently finishing up a Masters in Biology with a specialization in Ecology at Boston University and has completed almost all of the Massachusetts Association of Conservation Commission's certificate program coursework. Both committee chairs were involved in this hiring process. Melissa's first day is expected to be Monday August 13. She will generally be in the office on Mondays, Wednesdays, and Fridays to ensure that someone in Planning is always in Town Hall when we are open. However, during the initial transition period, Melissa will be in the office on Tuesdays instead of Fridays so she can be brought up to speed on the various ongoing issues and projects.

We also recently selected Jennifer Flynn as the new Council on Aging Outreach Marketing Coordinator. This part-time, 12 hour/week, position supports the COA Director in conducting targeted outreach to our seniors, creating marketing materials, coordinating educational programs, and similar administrative tasks. Jen will also assist in our Age- and Dementia-Friendly Community Initiative that the Town is currently actively engaged in developing.

WENHAM – Chairman of the Board of Selectmen Catherine Harrison, Town Administrator Peter Lombardi and Police Chief Thomas C. Perkins report that earlier today, Wenham Police Officers Shane M. Kavanagh and William J. Carney voluntarily resigned from their positions effective immediately.

These resignations come as a result of an internal investigation initiated by the Town of Wenham in response to allegations that were raised regarding the conduct of these two employees unrelated to their official capacities.

During the Board of Selectmen's Executive Session this afternoon, the Board voted to execute individual separation agreements with each officer. These agreements do not confer any additional wages or benefits to either officer other than those benefits previously earned under their collective bargaining agreement and consistent with the Town's personnel policies.

"The Board of Selectmen places a high value on the integrity of all of its police officers," Chairman Harrison said. "We appreciate the continued leadership of Chief Perkins and the cooperation of the police union in these matters."



## BOARD OF SELECTMEN MEETING

*July 24, 2018*

### NEW BUSINESS INDEX

- A. Review and Potential Approval of Affordable Housing Trust Funding Request for Habitat for Humanity Hull Street Project – Don Preston (North Shore Habitat for Humanity) CH
- B. Discussion of Potential Installation of Cell Tower at Iron Rail Property – Jim Romano (Iron Rail Commission Chair) and Don Madden (Blue Sky Tower) JC
- C. Initial Review of and Feedback on Final Draft of Open Space and Recreation Plan – Lynn Duncan (The Ciccolo Group), Asma Syed (Open Space and Recreation Committee Chair), and Margaret Hoffman (Planning Coordinator) JW
- D. Other matters, as may not have been reasonably anticipated by the Chair (Discussion Only) CH

# BOARD OF SELECTMEN MEETING

*July 24, 2018*

## NEW BUSINESS

### A.

#### **Review and Potential Approval of Affordable Housing Trust Funding Request for Habitat for Humanity Hull Street Project –**

*Don Preston*

*North Shore Habitat for Humanity*

- Memo regarding 40 Hull Street, Wenham from North Shore Habitat for Humanity to the Wenham Affordable Housing Trust
- Proposed Site Plan – 40 Hull Street, Wenham, DMS Design, LLC
- Proposed Elevation – 40 Hull Street, Wenham, DMS Design, LLC
- Project Description – 40 Hull Street, Wenham Affordable Housing Trust
- Project Financial Analysis – 40 Hull Street, June 10, 2018
- Draft Minutes – Excerpted from WAHT Meeting, July 18, 2018
- Draft Motion



We build strength, stability, self-reliance and shelter.

To: Wenham Affordable Housing Trust:

Re: 40 Hull Street, Wenham

Habitat for Humanity North Shore has a signed P & S for a property located at 40 Hull St in Wenham and is proposing to tear down the existing structure and develop a two unit affordable home ownership condo on this site.

The acquisition cost is \$230,000 and the total cost for the project as proposed is \$460,000, this includes the acquisition and construction costs.

HFHNS will sell these units, a 2 bedroom and a 1 bedroom for under \$145,000.00 to two low-income families. We will have a local preference for one of the units which means that the family can live, work or go to school in Wenham. Our mortgages are at 0% interest. Both of these units will come with deed restrictions that will maintain their affordability and they will count towards the town's affordable housing inventory.

HFHNS follows fair housing guidelines in selecting our families as well as Habitat procedures. We advertise throughout the community, in newspapers, churches, social service agencies and online looking for income qualified applicants. We serve families earning between 40 & 60% of area median income which is considered low income. We review the applications; we request paystubs, tax returns and credit reports in this process. We then schedule home visits with all our qualified applicants, after this review process we enter the applicants into a lottery and draw the family names. Habitat requires that the families commit to 400 hours of sweat equity in the building of their home as their down payment. We are the bank and issue a 0% mortgage for 20-30 years. We also will form a condo association for this project and HFHNS will be part of this association as a voting member. This association will be responsible for the maintenance of the property and the exterior of the housing units.



1

Proposed Site Plan

1/16" = 1'-0"

A1.0

Proposed Site Plan

Scale: 1/16" = 1'-0"  
Date: 6-18-18  
Drawn By: DMS Team

40 Hull Street Road

Wenham, MA

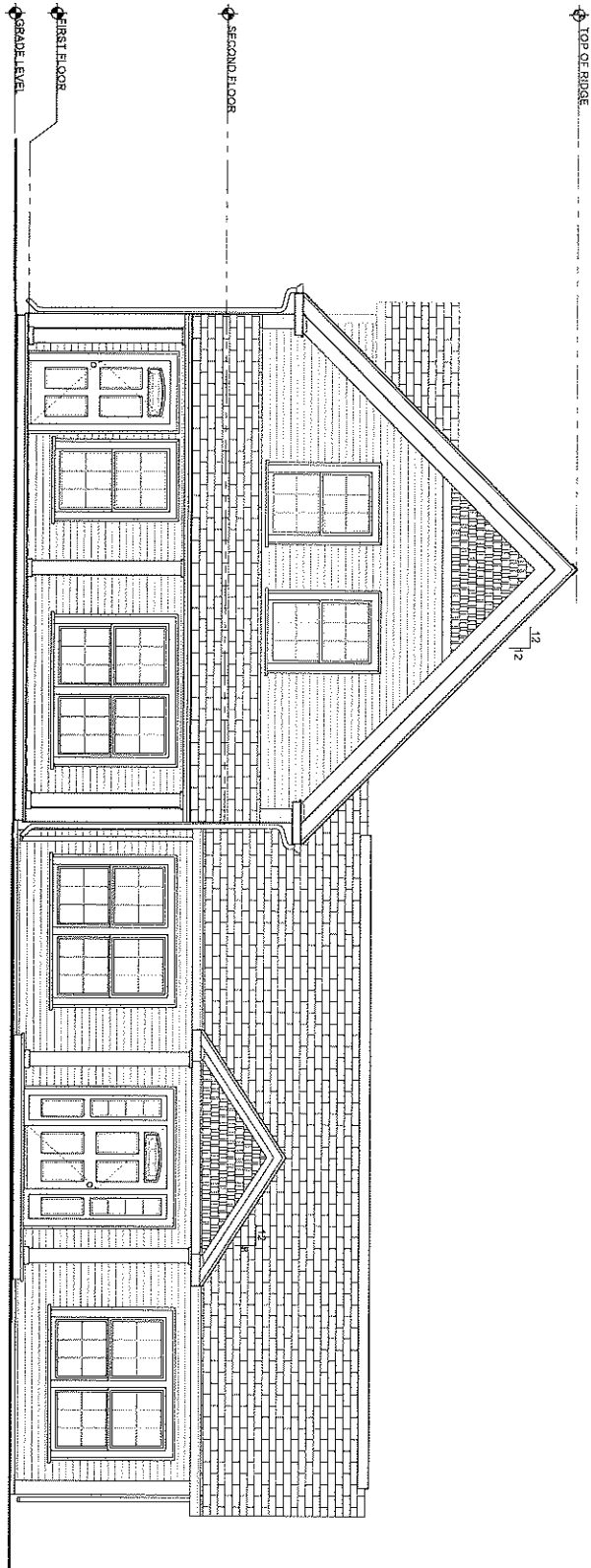
DMS design, llc  
Architectural Design Services

100 Cummings Center, Suite 2190  
Beverly, MA 01915  
Phone: 978-683-1414  
Fax: 978-683-4651

Revisions

#	Date:





1 Proposed Elevation  
1/4" = 1'-0"

A1.1

## Proposed Elevation

Scale: 1/4" = 1'-0"  
Date: 6-18-18  
Drawn By: DMS Team

40 Hull Street Road

Wenham, MA

**DMS design, llc**  
Architectural Design Services  
200 Cummings Center, Suite 1100  
Beverly, MA 01915  
Phone: 978-965-2470  
Fax: 978-965-9251

## Revisions

#	Date:

## Wenham Affordable Housing Trust

### **Project Description:**

The property at 40 Hull Street is currently a residential lot with a single family home located on it. The property is 18,145sf with the building occupying 1,792 sf. The building is condemned and needs to be torn down. HFHNS plans on demolishing the building and replacing it with a two family structure that will consist of a two bedroom unit and a one bedroom unit. We will be building on a slab and updating the septic system. We will also be moving the building to be in compliance with setback guidelines according to zoning. The units will be built to energy star standards and will be for homeownership. They will serve low-income families in the 40-60% area median income range and will have a local preference for one of the units. This would mean that a family that lives, works or goes to school in Wenham would be given a preference for one of the units. This project will be developed using the friendly 40B process in co-operation with the Town of Wenham.

### **Goals:**

This project addresses the need for affordable housing in Wenham and will come with a deed restriction which will allow it to count towards the Town of Wenham's affordable housing inventory. The units will sell for under \$145,000.00 each and will be at 0% interest. They will pay real estate taxes based on their assessed value.

### **Timeline:**

We have a signed P&S and will be applying to Department of Housing and Community Development (DHCD) for a friendly 40B to develop this project at 40 Hull St. This process will take up to 90 days to complete. Based on this process we would plan on taking possession of this property in the fall of 2018 and immediately demolishing the existing structure and getting a foundation in place by late fall. We would also be starting our family selection process at this time and hope to have a

family on board as we start construction in late winter/early spring of 2019. We would be working with Essex Technical high School on this project also so would be operating within their schedule on some aspects of this project. We would plan on completing this project in late fall of 2019.

**Budget:**

HFHNS's model uses volunteer labor and donated product for our projects which is what will make our budget appear different than other construction budgets. We will also be working with the Essex Technical High School on the this project and expect them to be part of the framing, electrical, plumbing and heating portions of construction.

# Project Financial Analysis

## Total Development Budget - Uses of Funds

Attachment B

Project Address: 40 Hull Street, Wenham

Date: 06/10/2018

	Activity	Total Cost / Expense
<b>1</b>	<b>Proposed Acquisition</b> (including Parking)	230,000
<b>2</b>	Hard Costs	230,000
	Rehabilitation	
	Appliances	
	Contingency	11,800
	<b>Total Hard Costs</b>	241,800
<b>3</b>	Soft Costs	
	Architectural	2,000
	Permits / testing (please include in narrative)	1,500
	Financing / Application Fees	0
	Legal Fees and Title Expenses	2,500
	Accounting / Auditing Costs	2,000
	Unpaid Real Estate Taxes	0
	Other	
	<b>Total Soft Costs</b>	8,000
<b>4</b>	Holding Period Cost	
	Construction Loan Interest	0
	Real Estate Taxes	5,000
	Insurance	1,500
	Utilities	1,000
	Other	
<b>5</b>	<b>Total Expenses for Holding Period</b>	7,500
	Subtotal	
<b>6</b>	<b>Development Fee</b> (include percentage \$ amount)	0
<b>7</b>	<b>Total Cost</b>	487,300



# Project Financial Analysis

## Total Development Budget - Uses of Funds

Project Address: 40 Hull St, Wenham

Date: 06/10/2018

	Activity	Total Cost / Expense
1	<b>Operations Revenue</b> ( <i>List Loans &amp; Grants</i> )	
2	a.) Habitat funds	42,000
	b.) Wells Fargo Grant	10,000
	c.) Federal Home Loan Bank grant	56,000
	d.) Peoples United Grant	10,000
	e.) HOME Funds Grant	80,000
	d.) Wenham Affordable Housing Trust	60,000
	e) Acquisition Funds	230,000
	Sub Total	488,000
3	<b>Supportive Services Revenue</b> ( <i>List Sources</i> )	
	a.)	
	b.)	
	c.)	
4.	<b>Total Operations &amp; Supportive Services Revenue</b>	488,000
	Operations Expenses	n/a
	Administration	
	Management Fee	
	Insurance	
	Real Estate Taxes	
	Heat / Utilities	
	Maintenance – Labor	
	Maintenance - Supplies	
	Replacement Reserve	
	Accounting / Auditing Costs	
	City / Town User Charges	
	Other	
5.	<b>Total Operating Expenses</b>	n/a
6.	<b>Supportive Services Costs</b>	n/a
7.	<b>Total Expenses</b>	n/a

DRAFT MINUTES—excerpted from WAHT meeting 7.18.18

Old Business

Donald Preston, Habitat for Humanity – Decision whether to recommend funding for a two-unit Habitat House on Hull Street.

Mr. Preston was present and gave an overview of the proposed Habitat for Humanity’s “friendly” 40B affordable housing project for 40 Hull Street to create 2 affordable housing units.

Habitat for Humanity has a Purchase and Sale Agreement for 40 Hull Street in the amount of \$230,000; pending the approval of the BOS for Trust funds to be used to acquire the property, the transaction is anticipated to take place in November.

Mr. Preston went on to explain Habitat for Humanity has requested to connect the sewer for the units to Gordon College which would provide the opportunity to increase the bedroom count, otherwise there is an approved 3 bedroom septic system design for the property.

The Committee discussed in detail the term sheet and clarified information with Mr. Preston.

The Committee agreed to specifically identify both possible bedroom count scenarios in their recommendation to the BOS. If the property is limited to three bedrooms, Habitat for Humanity would build a 2 bedroom unit and a 1-bedroom unit. If Gordon College allows Habitat for Humanity to tie the proposed project into their sewer line, Habitat for Humanity would build two, 3-bedroom units.

A discussion followed regarding the lottery process for the units and how local preference works. Mr. Preston explained the local “lottery pool” must have 20% minorities; the “lottery pool” would be open to minorities in Essex County if this requirement is not met by local applicants.

If the project failed, the Committee concluded the risk to the Trust would be minimal, with the Trust owning the land without the housing. Mr. Preston noted Habitat for Humanity has never not received funding to build affordable housing.

Relative to the occupants of the units, the Committee observed the words “owned” and “occupied” have different meanings and must be used appropriately in the documents.

Mr. Preston confirmed the following information:

- There would be a deed restriction in perpetuity the units remain affordable for qualified buyers
- There would be a condominium association and a monthly condo fee for maintenance, etc.
- Habitat for Humanity would remain a voting member of the Condominium Association for the duration of the (30 year) mortgage

- The property would remain on the Wenham tax roll
- The Note would be called if purchased by a real estate tax exempt status institution

The Committee agreed the term sheet be reviewed by Town Counsel.

*Vote: Mr. Anderson moved to recommend to the Board of Selectmen the Wenham Affordable Housing Trust make a subordinate loan for \$230,000 to Habitat For Humanity for the acquisition of 40 Hull Street, Wenham subject to the following:*

- *The "Project" receiving a comprehensive permit for construction of 2 units being of either a 1 and 2 bedroom unit or 2 units having 3-bedrooms each.*
- *November closing Subject to extensions not unreasonably withheld*
- *One unit receives local preference per Department of Housing Development regulations*
- *The final Agreement is subject to legal review*
- *The Loan is callable in event of following:*
  - *Unit ceases to be affordable*
  - *Units are owned by Real estate tax exempt status institution*
  - *Habitat For Humanity ceases to be a voting member of the condo association before mortgages are paid off*

*The motion carried unanimously.*

## **BOARD OF SELECTMEN MEETING**

*July 24, 2018*

### **DRAFT MOTION**

- Vote: I move to approve the sum of \$230,000 in Wenham Affordable Housing Trust funds to Habitat for Humanity of the North Shore for the sole purpose of purchasing the property located at 40 Hull Street, Wenham, subject to the parties entering into a mutually acceptable Grant Agreement setting forth the terms of said payment.

Seconded / Discussion/ Vote



# BOARD OF SELECTMEN MEETING

*July 24, 2018*

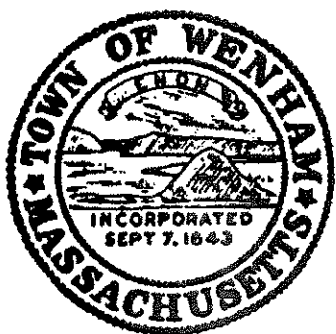
## NEW BUSINESS

### B.

#### **Discussion of Potential Installation of Cell Tower at Iron Rail Property**

*Jim Romano, Iron Rail Commission Chair &  
Don Madden, Blue Sky Tower*

- Memo regarding Potential Cell Tower Installation at Iron Rail Property from Peter Lombardi, Town Administrator, June 27, 2018
- Preliminary Study of Wireless Coverage in the Town of Wenham Massachusetts, Blue Sky Tower Partners, LLC
  - Wenham Coverage Map
  - Airport Flight Zone Map
  - Map of Wireless Sites within 4 Miles of Center of Town
  - Site List of Wireless Sites within 4 Miles of Center of Town
  - Wenham Site Inventory Reports
- Wenham Search Ring Evaluation, Blue Sky Tower Partners, LLC, January 8, 2018
- The Zoning Bylaws of the Town of Wenham, Updated April 2, 2016, Section 12.4
- Town of Wenham Personal Wireless Overlay Parcels
- Iron Rail Potential Cell Tower Site Maps, CAI Technologies



# Town of Wenham

Town Hall  
138 Main Street  
Wenham, MA 01984

Selectmen / Town Administrator  
TEL 978-468-5520 FAX 978-468-8014

## MEMORANDUM

TO: Board of Selectmen  
CC: Iron Rail Commission  
FROM: Peter Lombardi, Wenham Town Administrator  
RE: Potential Cell Tower Installation at Iron Rail Property  
DATE: June 27, 2018

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This past winter, a representative from Blue Sky Tower Partners LLC reached out to the Town expressing interest in evaluating potential locations to site cell towers in Wenham. After meeting with the Planning Coordinator and I, they commissioned the attached preliminary wireless coverage study. Per their summary of page 1, the Iron Rail facility seemed to be the most viable candidate in terms of potential municipally-owned sites. Based on their further analysis (see attached Search Ring Evaluation document), most of West Wenham has restrictions due to FAA regulations based on the proximity of Beverly Airport, making the West Wenham Playground site a much more difficult proposition.

The Town would receive a portion of the revenues if a tower were to be sited on the Iron Rail property, which is listed as one of the parcels in the Personal Wireless Services Facility Overlay District (see attached map). Conservative projections provided by Blue Sky Tower anticipate approximately \$15k/year in revenues based on a 50 year term. Permitting for cell towers is governed by Section 12.4 of our zoning by-laws – see attached. As part of the local approval process under this bylaw, the Planning Board would conduct a site plan review and special permit process to approve any such application. The filing requirements are fairly extensive.

The Iron Rail Commission met with Blue Sky Tower earlier this spring and, based on that discussion, unanimously supported moving forward with this initiative. They followed up with a site visit and selected the area identified on the attached maps as the preferred location for the tower. This location was viewed as ideal based on its accessibility, elevation, and the fact that it is visually buffered from abutters, the fields, and the cemetery.

If the Board is interested in moving forward on this project, the Town would ultimately need to issue an RFP to lease this property to a third-party entity such as Blue Sky Tower in order to comply with MGL Ch 30B and maximize our monetary return.



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## Preliminary Study of Wireless Coverage in the Town of Wenham Massachusetts

### Table of Contents

#### **Summary**

The Wenham Coverage Map indicates that the largest gaps in coverage are at the eastern and western sections of town. The eastern coverage gap could be substantially filled by locating a tower at the town's DPW site at 91 Grapevine Rd.

Coverage for western section of town is more problematic. The Beverly Airport's flight zone limits the options available. Our preliminary FAA survey shows that no tower would be allowed on the Streeter property that we had discussed. To move ahead with a tower in this area would require a detailed FAA study.

Recommend that next steps focus on the coverage in the eastern section of town and proceed with a tower at the town's DPW site. The western section of town will likely require a commitment of time and money before a viable candidate for a tower is identified.

Blue Sky Towers utilized public and proprietary databases in compiling this report. It should be considered as a generalized overview of the wireless coverage in Wenham. Blue Sky Towers is happy to provide a more detailed report with professionally certified information and analysis.

#### **Wenham Coverage Map**

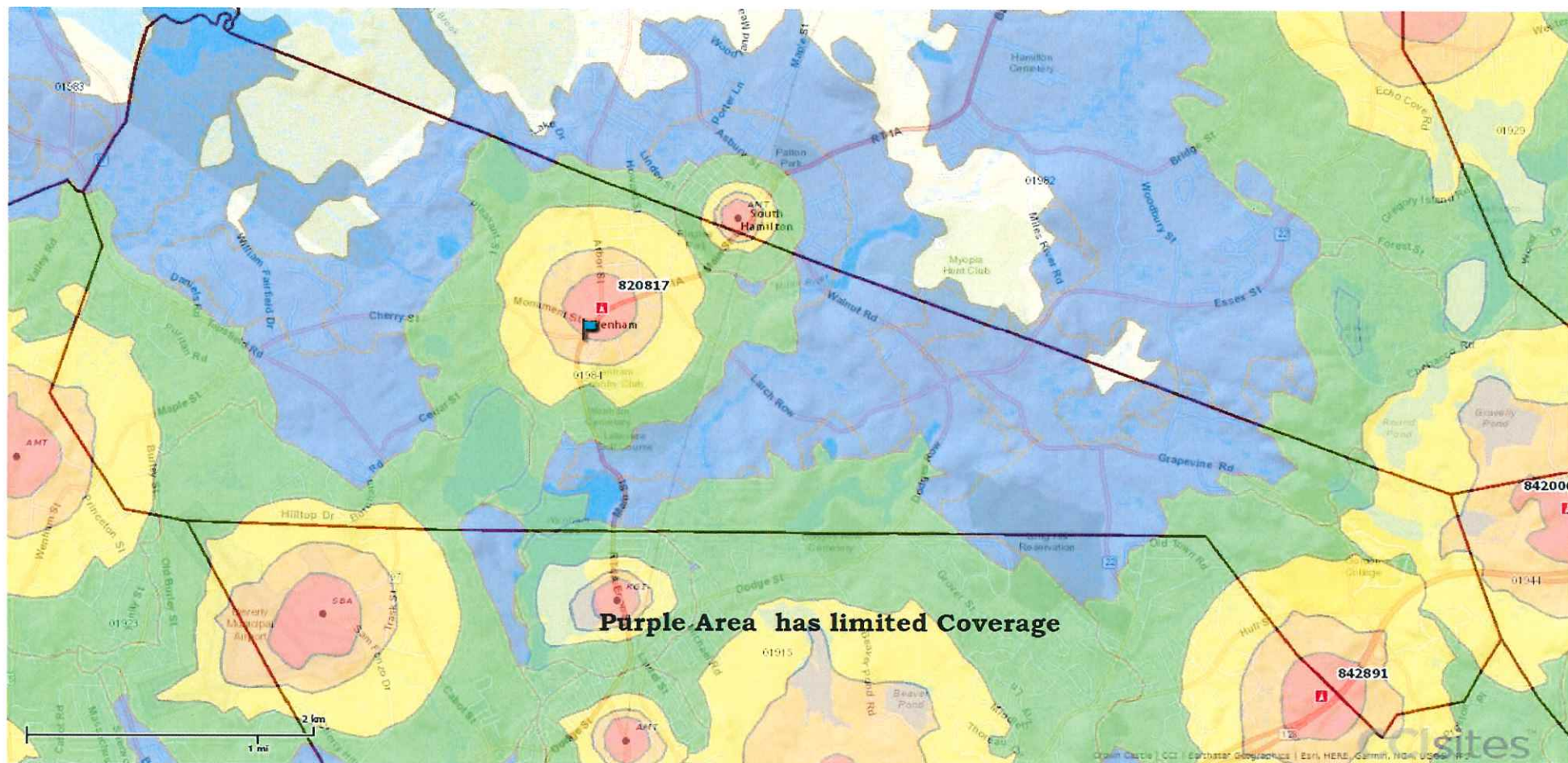
#### **Airport Flight Zone Map**

#### **Map of Wireless Sites Within 4 miles of Center of Town**

#### **Map of Wireless Sites Within 4 miles of Center of Town**

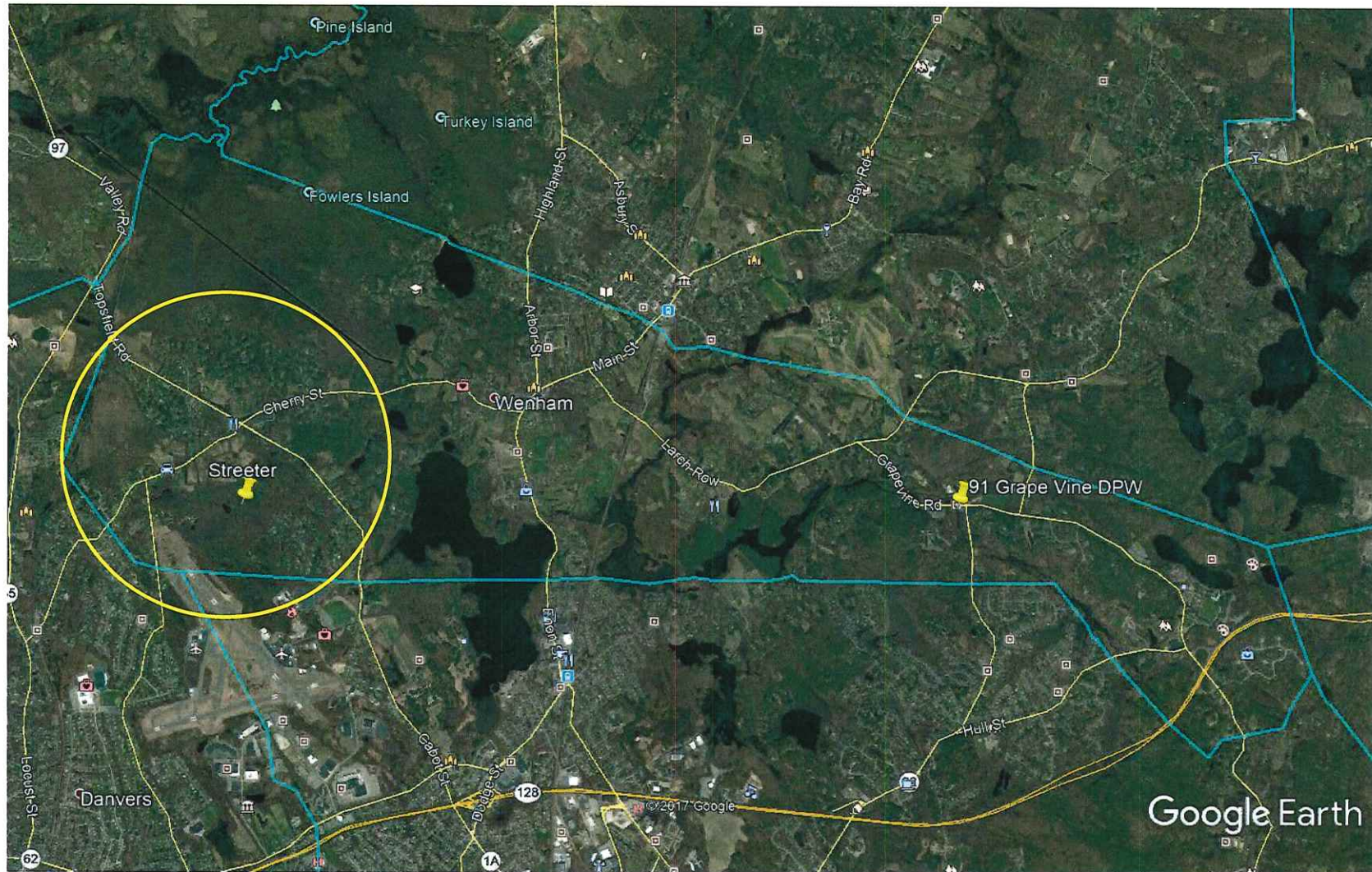
#### **Site List of Wireless Sites Within 4 miles of Center of Town**

#### **Wenham Site Inventory Reports**



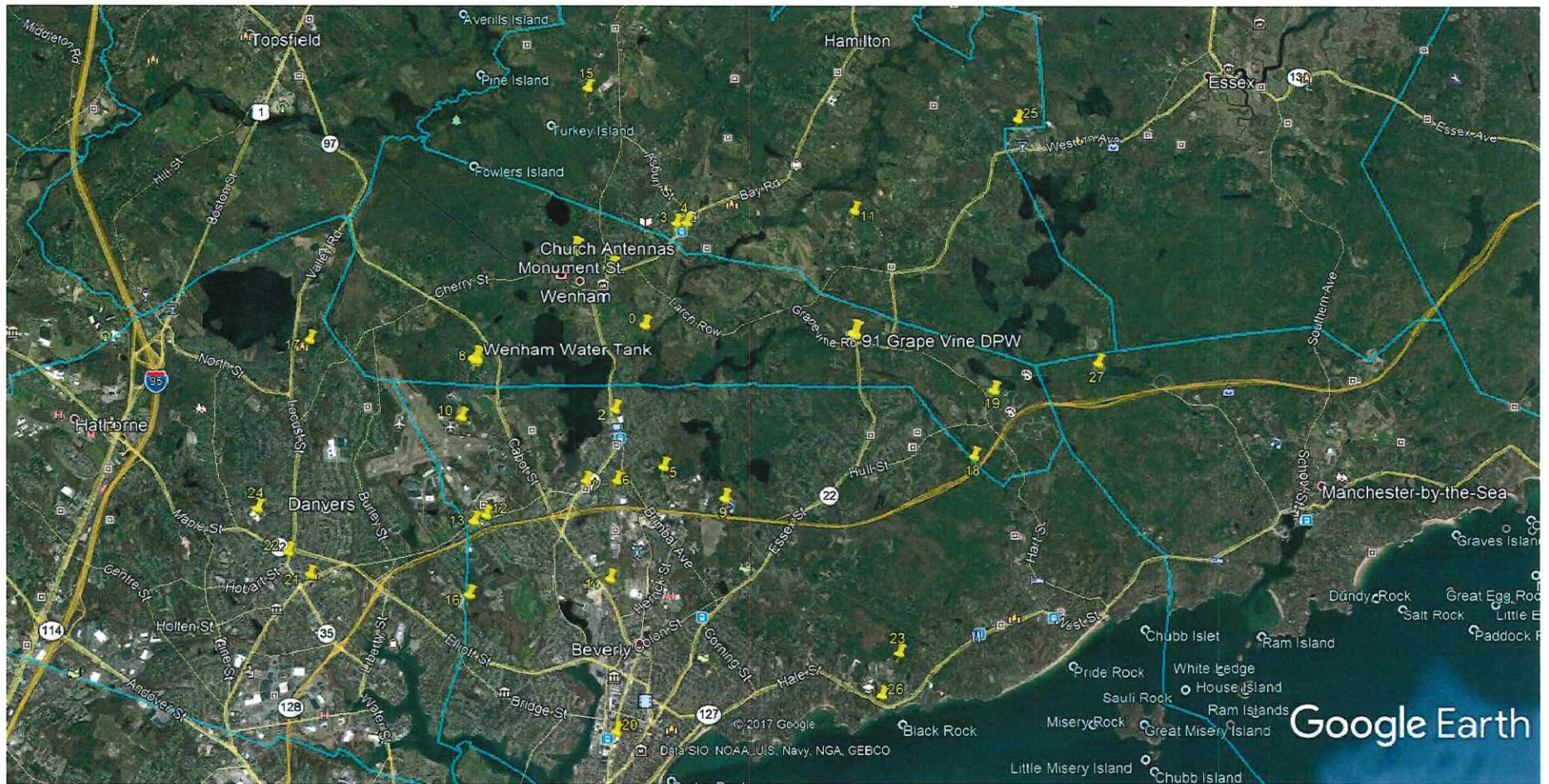


**Circled Area is in the flight zone of Beverly Airport. Towers not allowed. Full FAA analysis required.**





**Yellow Pins indicate Existing Wireless Infrastructure  
( 4 mile radius from Wenham CC. Labeled 0. Approx Town Center)**





Inventory of Wireless Sites 4 mile radius from Wenham Country Club (Approx. Center of Town)								
ID	DISTANCE FROM CENTER	DIRECTION	OWNER	STRUCTURE HEIGHT (FEET)	SITE ELEVATION (FT)	STRUCTURE TYPE	LONGITUDE	LATITUDE
1	0.57	329.90	SPRINT SITES	0.00	0.00	Self-Supporting Tower	-70 53 9.96	42 36 16.92
2	0.80	197.91	CAPITOL TELECOM	0.00	0.00	RETAIL	-70 53 6.9	42 35 11.5
3	0.96	15.57	AMERICAN TOWER	14.00	0.00	Building	-70 52 31.2996	42 36 39.218
4	0.99	20.38	CAPITOL TELECOM	0.00	0.00	RETAIL	-70 52 25.1	42 36 39.5
5	1.27	172.05	SW BELL MOBILE SYSTEMS	143.04	161.09	Water Tank with Antennas	-70 52 37.1	42 34 45.3
6	1.40	189.07	AMERICAN TOWER	26.00	0.00	Building	-70 53 5.1576	42 34 39.050
7	1.46	199.00	CAPITOL TELECOM	0.00	0.00	RETAIL	-70 53 23.2	42 34 39.0
8	1.47	256.67	WIRELESS CO SPRINT PCS	71.85	160.10	Water Tank - Ground	-70 54 31.1	42 35 33.3
9	1.68	155.59	STC Six Company	198.16	137.80	Self-Supporting Tower	-70 52 0.3	42 34 31.1
10	1.74	241.76	SBA 2012 TC Assets, LLC	88.91	89.90	Monopole Tower	-70 54 38.3	42 35 8
11	2.08	60.10	GORDON CONWELL THEOLOGICAL	134.84	171.91	STEEPLE-ANT	-70 50 42	42 36 45
12	2.12	217.95	Sprint	0.00	102.00	Building with Antennas	-70 54 21.92	42 34 23.81
13	2.23	219.11	WIRELESS CO, L.P. DBA SPRINT PCS	85.00	85.00	Building - Top-Mounted	-105 12 16.7904	39 48 4.0788
14	2.24	186.78	CAPITAL TELECOM	0.00	0.00	Industrial	-70 53 8.232	42 33 55.26
15	2.26	346.26	Sitesafe LLC	0.00	66.00	Monopole Tower	-105 12 16.7904	39 48 4.0788
16	2.75	211.10	SPRINT SPECTRUM LP	140.09	145.01	Water Tank - Elevated Antenna	-70 54 30.1	42 33 48.3
17	2.86	267.35	American Towers, LLC.	115.16	98.10	Flagpole	-70 56 12.1	42 35 44.1
18	3.03	112.76	NEW CINGULAR WIRELESS SERVICE	111.88	65.94	Monopole Tower	-70 49 32	42 34 50
19	3.03	101.11	CROWN	0.00	0.00	Building	-70 49 19.207	42 35 20.605
20	3.50	183.11	AMERICAN TOWER	14.00	0.00	Building	-70 53 2.9868	42 32 48.951
21	3.52	231.60	AMERICAN TOWER	26.00	0.00	Building	-70 56 4.704	42 33 57.110
22	3.55	235.86	CELLCO PARTNERSHIP	64.96	55.12	Building with Antennas	-70 56 17.7	42 34 7.1
23	3.56	143.09	EASTERN PROPERTIES, L.L.C.	196.85	96.78	Monopole Tower	-70 50 18.2	42 33 22.6
24	3.60	243.28	Beverly Hospital	107.94	108.92	Tower atop Building	-70 56 37.2948	42 34 26.587
25	3.75	59.64	SBA 2012 TC Assets, LLC	134.84	91.86	Stealth	-70 49 0.4	42 37 29.8
26	3.77	148.10	CROWN	0.00	0.00	Building	-70 50 28.68	42 33 4.32
27	3.88	95.11	CCATT LLC	189.96	73.82	Monopole Tower	-70 48 16	42 35 33

## **Town of Wenham Wireless Sites Data Report**

### **Prepared by JCSI for Bluesky Tower Partners**

SITE: BSTP-11282017-1 Wenham  
Report Prepared : 11/28/2017  
Site Latitude / Longitude: 42 35 51.007 (42.597502) / -70 52 49.555 (-70.880432)  
US National Grid Coordinate:  
County / State: Essex, MA  
USGS 7.5 Minute (1:24,000) Topo Map: Salem (42070-E8)  
Public Land Survey System (PLSS): PLSS Not Applicable

### **ADDITIONAL REFERENCE DATA**

Site is located within a US Census Bureau Urbanized Area: Boston, MA--NH--RI  
74.9% of three-mile radius surrounding site is within Urbanized Area.

Nearest Airport to Site is BEVERLY MUNI (BVY)  
Closest Runway is BVY RWY 27 / 09. Runway is 1.69 miles from Site.

Nearest National Registry Historic Site: Wenham Historic District (730008) is 0.22 miles away.  
Number of National Registry Historic Sites in three-mile radius: 22

Site is 8.98 miles from Public Land: Parker River National Wildlife Refuge

Nearest Interstate Highway - I-95 is 4.18 miles away.

Nearest US Highway - US 1 is 3.89 miles away

Nearest State Highway - MA 1 is 0.34 miles away.  
State Highway linear mileage in three-mile radius: 12.7 miles.

Composite AADT Traffic Count within three-mile radius: 27000

### **Static Populations (from Census Bureau data)**

Within 1-mile radius: 2534  
Within 2-mile radius: 12674  
Within 3-mile radius: 35618  
Within 4-mile radius: 67804  
Within 5-mile radius: 141443

---

### **TOWER INFRASTRUCTURE INFORMATION**

FCC Antenna Structure Registration (ASR) filings, current FAA Determinations, and  
JCSI Comprehensive Site database listings within a four-mile radius of site:

8 Constructed Site(s) (from FCC ASR Database)  
10 Listing(s) from JCSI Comprehensive Sites database

Newest Built FCC ASR Tower/Structure within four-mile radius: Site ID # 23 Constructed  
10/05/2007

FCC ASR Registration # 1256227 Filed by: EASTERN PROPERTIES, L.L.C.  
3.56 miles / 143.09 degrees from Client Site

SITE ID 1 Distance from Client Site: 0.57 miles / Direction from Client Site: 329.9 Degrees

JCSI Comprehensive Site List

OWNER: SPRINT SITES

Address: 140 Main Street

City / State: Wenham, MA

Latitude: 42 36 16.92 Longitude: -70 53 9.96 (Decimal: 42.6047 / -70.8861)

US National Grid (USNG) Coordinate: 19TCH4528318643

Structure Type (or FAA Det purpose): Self-Supporting Tower

This structure is built, according to FAA and/or Owner records, and has been verified by aerial imagery by JCSI.

-----

SITE ID 2 Distance from Client Site: 0.8 miles / Direction from Client Site: 197.91 Degrees

JCSI Comprehensive Site List

OWNER: CAPITOL TELECOM

Tower Company / Site ID: CAPITOL TELECOM SS007

Address: 37 Enon Street

City / State: Beverly, MA

Latitude: 42 35 11.5 Longitude: -70 53 6.9 (Decimal: 42.58653 / -70.88525)

US National Grid (USNG) Coordinate: 19TCH4530816624

Structure Type (or FAA Det purpose): RETAIL

This structure is built, according to FAA and/or Owner records, and has been verified by aerial imagery by JCSI.

-----

SITE ID 3 Distance from Client Site: 0.96 miles / Direction from Client Site: 15.57 Degrees

JCSI Comprehensive Site List

OWNER: AMERICAN TOWER

Tower Company / Site ID / Site Name: AMERICAN TOWER 315624 SOUTH HAMILTON PO  
RT MA

Address: 49 RAILROAD AVE

City / State: SOUTH HAMILTON, MA

Latitude: 42 36 39.2184 Longitude: -70 52 31.2996 (Decimal: 42.610894 / -70.875361)

US National Grid (USNG) Coordinate: 19TCH4617919311

Structure Type (or FAA Det purpose): Building

This structure is built, according to FAA and/or Owner records, and has been verified by aerial imagery by JCSI.

-----  
SITE ID 4 Distance from Client Site: 0.99 miles / Direction from Client Site: 20.38 Degrees

JCSI Comprehensive Site List

OWNER: CAPITOL TELECOM

Tower Company / Site ID: CAPITOL TELECOM GO086

Address: 121 BAY RD

City / State: SOUTH HAMILTON, MA

Latitude: 42 36 39.5 Longitude: -70 52 25.1 (Decimal: 42.61098 / -70.87363)

US National Grid (USNG) Coordinate: 19TCH4632119318

Structure Type (or FAA Det purpose): RETAIL

This structure is built, according to FAA and/or Owner records, and has been verified by aerial imagery by JCSI.

-----  
SITE ID 5 Distance from Client Site: 1.27 miles / Direction from Client Site: 172.05 Degrees

FILING INFORMATION: FCC Antenna Structure Registration (ASR)

Issued to: SW BELL MOBILE SYSTEMS

FAA Study Number & Date Issued: 1992-ANE-159-OE () (Note # 3)

City / State: BEVERLY, MA

Latitude: 42 34 45.3 Longitude: -70 52 37.1 (Decimal: 42.57925 / -70.8769722)

US National Grid (USNG) Coordinate: 19TCH4596915800

Structure Type (or FAA Det purpose): Water Tank with Antennas

Structure Height: 143.04 ft / Site Elev. 161.09 ft / AMSL\_FT: 304.13 ft

This structure is built, according to FAA and/or Owner records, and has been verified by aerial imagery by JCSI.

-----  
SITE ID 6 Distance from Client Site: 1.4 miles / Direction from Client Site: 189.07 Degrees

JCSI Comprehensive Site List

OWNER: AMERICAN TOWER

Tower Company / Site ID / Site Name: AMERICAN TOWER 315527 BEVERLY PO RT MA 2

Address: 16 TOZER RD

City / State: BEVERLY, MA

Latitude: 42 34 39.0504 Longitude: -70 53 5.1576 (Decimal: 42.577514 / -70.884766)

US National Grid (USNG) Coordinate: 19TCH4532515622

Structure Type (or FAA Det purpose): Building

This structure is built, according to FAA and/or Owner records, and has been verified by aerial imagery by JCSI.

-----  
SITE ID 7 Distance from Client Site: 1.46 miles / Direction from Client Site: 199 Degrees

JCSI Comprehensive Site List

OWNER: CAPITOL TELECOM

Tower Company / Site ID: CAPITOL TELECOM AC155

Address: 71 Dodge Street

City / State: Beverly, MA

Latitude: 42 34 39.0 Longitude: -70 53 23.2 (Decimal: 42.57749 / -70.88979)

US National Grid (USNG) Coordinate: 19TCH4491315628

Structure Type (or FAA Det purpose): RETAIL

This structure is built, according to FAA and/or Owner records, and has been verified by aerial imagery by JCSI.

---

SITE ID 8 Distance from Client Site: 1.47 miles / Direction from Client Site: 256.67 Degrees

FILING INFORMATION: FCC Antenna Structure Registration (ASR)

Issued to: WIRELESS CO SPRINT PCS

FAA Study Number & Date Issued: 1999-ANE-138-OE () (Note # 3)

City / State: BEVERLY, MA

Latitude: 42 35 33.3 Longitude: -70 54 31.1 (Decimal: 42.5925833 / -70.9086389)

US National Grid (USNG) Coordinate: 19TCH4340417339

Structure Type (or FAA Det purpose): Water Tank - Ground

Structure Height: 71.85 ft / Site Elev. 160.1 ft / AMSL\_FT: 231.95 ft

This structure is built, according to FAA and/or Owner records, and has been verified by aerial imagery by JCSI.

---

SITE ID 9 Distance from Client Site: 1.68 miles / Direction from Client Site: 155.59 Degrees

FILING INFORMATION: FCC Antenna Structure Registration (ASR)

Issued to: STC Six Company

Filer FCC License ID L01051441 FCC Registration Number (FRN): 0013810304 (Note # 1)

Filer Contact Information: Phone: 877-265-6872 E-Mail: RFRegulatory@Sprint.com

FCC Antenna Structure Registration Number / Date Issued: 1023263 (05/06/2016) (Note # 2)

FAA Study Number & Date Issued: 2010-ANE-972-OE (11/08/2010) (Note # 3)

Tower Company / Site ID / Site Name: CROWN 875004 Maestranzi Brothers

Address: DUNHAM RD. EXTENSION, LOT #6 (BS03XC065)

City / State: BEVERLY, MA

Latitude: 42 34 31.1 Longitude: -70 52 0.3 (Decimal: 42.5753056 / -70.86675)

US National Grid (USNG) Coordinate: 19TCH4679815344

Structure Type (or FAA Det purpose): Self-Supporting Tower

Structure Height: 198.16 ft / Site Elev. 137.8 ft / AMSL\_FT: 335.96 ft

Application Purpose: AU (Administrative Update)

Construction reported to FCC on 05/20/2003

This structure is built, according to FCC ASR records, and has been verified by aerial imagery by JCSI.

-----  
SITE ID 10 Distance from Client Site: 1.74 miles / Direction from Client Site: 241.76 Degrees

FILING INFORMATION: FCC Antenna Structure Registration (ASR)

Issued to: SBA 2012 TC Assets, LLC

Filer FCC License ID L01469668 FCC Registration Number (FRN): 0018530147 (Note # 1)

Filer Contact Information: Edward G. Roach Phone: 561-995-7670 E-Mail:

ERoach@sbsite.com

FCC Antenna Structure Registration Number / Date Issued: 1243761 (01/09/2013) (Note # 2)

FAA Study Number & Date Issued: 2007-ANE-1601-OE (11/29/2007) (Note # 3)

Tower Company / Site ID / Site Name: SBA MA46688-A BeverlyAirport

Address: 46 L.P. HENDERSON ROAD

City / State: BEVERLY, MA

Latitude: 42 35 8 Longitude: -70 54 38.3 (Decimal: 42.5855556 / -70.9106389)

US National Grid (USNG) Coordinate: 19TCH4322216562

Structure Type (or FAA Det purpose): Monopole Tower

Structure Height: 88.91 ft / Site Elev. 89.9 ft / AMSL\_FT: 178.81 ft

Application Purpose: AU (Administrative Update)

Construction reported to FCC on 11/23/2004

This structure is built, according to FCC ASR records, and has been verified by aerial imagery by JCSI.

-----  
SITE ID 11 Distance from Client Site: 2.08 miles / Direction from Client Site: 60.1 Degrees

FILING INFORMATION: FCC Antenna Structure Registration (ASR)

Issued to: GORDON CONWELL THEOLOGICAL SEMINARY

FAA Study Number & Date Issued: 2008-ANE-85-OE () (Note # 3)

City / State: SOUTH HAMILTON, MA

Latitude: 42 36 45 Longitude: -70 50 42 (Decimal: 42.6125 / -70.845)

US National Grid (USNG) Coordinate: 19TCH4867319435

Structure Type (or FAA Det purpose): STEEPLE-ANT

Structure Height: 134.84 ft / Site Elev. 171.91 ft / AMSL\_FT: 307.08 ft

Application Purpose: AU (Administrative Update)

This structure is built, according to FAA and/or Owner records, and has been verified by aerial imagery by JCSI.

-----  
SITE ID 12 Distance from Client Site: 2.12 miles / Direction from Client Site: 217.95 Degrees

FILING INFORMATION: FCC Antenna Structure Registration (ASR)

Issued to: Sprint

FAA Study Number & Date Issued: 2014-ANE-1778-OE () (Note # 3)

City / State: Beverly, MA

Latitude: 42 34 23.81 Longitude: -70 54 21.92 (Decimal: 42.5732806 / -70.9060889)

US National Grid (USNG) Coordinate: 19TCH4356515191

Structure Type (or FAA Det purpose): Building with Antennas

Application Purpose: AU (Administrative Update)



This structure is built, according to FAA and/or Owner records, and has been verified by aerial imagery by JCSI.

---

SITE ID 13 Distance from Client Site: 2.23 miles / Direction from Client Site: 219.11 Degrees

FILING INFORMATION: FCC Antenna Structure Registration (ASR)

Issued to: WIRELESS CO, L.P. DBA SPRINT PCS

FAA Study Number & Date Issued: 1997-ANE-538-OE () (Note # 3)

City / State: DANVERS, MA

Latitude: 39 48 4.0788 Longitude: -105 12 16.7904 (Decimal: 42.572511 / -70.908031)

US National Grid (USNG) Coordinate: 19TCH4340315109

Structure Type (or FAA Det purpose): Building - Top-Mounted Antennas

Structure Height: 85 ft / Site Elev. 85 ft

Application Purpose: AU (Administrative Update)

This structure is built, according to FAA and/or Owner records, and has been verified by aerial imagery by JCSI.

---

SITE ID 14 Distance from Client Site: 2.24 miles / Direction from Client Site: 186.78 Degrees

FILING INFORMATION: FCC Antenna Structure Registration (ASR)

Issued to: CAPITAL TELECOM

Tower Company / Site ID: CAPITAL TELECOM GET256

Address: 491 Cabot Street

City / State: Beverly, MA

Latitude: 42 33 55.26 Longitude: -70 53 8.232 (Decimal: 42.56535 / -70.88562)

US National Grid (USNG) Coordinate: 19TCH4522514273

Structure Type (or FAA Det purpose): Industrial

Application Purpose: AU (Administrative Update)

This structure is built, according to FAA and/or Owner records, and has been verified by aerial imagery by JCSI.

---

SITE ID 15 Distance from Client Site: 2.26 miles / Direction from Client Site: 346.26 Degrees

FILING INFORMATION: FCC Antenna Structure Registration (ASR)

Issued to: Sitesafe LLC

FAA Study Number & Date Issued: 2015-ANE-1148-OE () (Note # 3)

City / State: Hamilton, MA

Latitude: 39 48 4.0788 Longitude: -105 12 16.7904 (Decimal: 42.629217 / -70.890969)

US National Grid (USNG) Coordinate: 19TCH4494421375

Structure Type (or FAA Det purpose): Monopole Tower

Application Purpose: AU (Administrative Update)

This structure is built, according to FAA and/or Owner records, and has been verified by aerial imagery by JCSI.

---

SITE ID 16 Distance from Client Site: 2.75 miles / Direction from Client Site: 211.1 Degrees

FILING INFORMATION: FCC Antenna Structure Registration (ASR)

Issued to: SPRINT SPECTRUM LP

FAA Study Number & Date Issued: 1996-ANE-207-OE () (Note # 3)

City / State: BEVERLY, MA

Latitude: 42 33 48.3 Longitude: -70 54 30.1 (Decimal: 42.5634167 / -70.9083611)

US National Grid (USNG) Coordinate: 19TCH4335314100

Structure Type (or FAA Det purpose): Water Tank - Elevated Multi-Leg

Structure Height: 140.09 ft / Site Elev. 145.01 ft / AMSL\_FT: 285.1 ft

Application Purpose: AU (Administrative Update)

This structure is built, according to FAA and/or Owner records, and has been verified by aerial imagery by JCSI.

---

SITE ID 17 Distance from Client Site: 2.86 miles / Direction from Client Site: 267.35 Degrees

FILING INFORMATION: FCC Antenna Structure Registration (ASR)

Issued to: American Towers, LLC.

Filer FCC License ID L00008376 FCC Registration Number (FRN): 0011498342 (Note # 1)

Filer Contact Information: Regulatory Compliance FAA - FCC Phone: 678-265-6730 E-Mail: faa-fcc@americantower.com

FCC Antenna Structure Registration Number / Date Issued: 1250037 (01/16/2014) (Note # 2)

FAA Study Number & Date Issued: 2013-ANE-1834-OE (01/13/2014) (Note # 3)

Tower Company / Site ID / Site Name: AMERICAN TOWER 240688 NORTH SHORE MA

Address: NORTH SHORE MA

City / State: Danvers, MA

Latitude: 42 35 44.1 Longitude: -70 56 12.1 (Decimal: 42.5955833 / -70.9366944)

US National Grid (USNG) Coordinate: 19TCH4110917724

Structure Type (or FAA Det purpose): Flagpole

Structure Height: 115.16 ft / Site Elev. 98.1 ft / AMSL\_FT: 213.25 ft

Application Purpose: NT (Notification that an antenna structure has been constructed)

Construction reported to FCC on 12/01/2006

This structure is built, according to FCC ASR records, and has been verified by aerial imagery by JCSI.

---

SITE ID 18 Distance from Client Site: 3.03 miles / Direction from Client Site: 112.76 Degrees

FILING INFORMATION: FCC Antenna Structure Registration (ASR)

Issued to: NEW CINGULAR WIRELESS SERVICES, INC.

Filer FCC License ID L00000732 FCC Registration Number (FRN): 0004122032 (Note # 1)

Filer Contact Information: FCC GROUP Phone: 469-229-7422 E-Mail:

KELLYE.E.ABERNATHY@CINGULAR.COM

FCC Antenna Structure Registration Number / Date Issued: 1015243 (09/23/2005) (Note # 2)

FAA Study Number & Date Issued: 1997-ANE-144-OE (05/23/1997) (Note # 3)

Tower Company / Site ID / Site Name: AT&T 3041 BEVERLY GRAPEVINE ROAD (M

Address: BOULDER LANE

City / State: BEVERLY, MA  
Latitude: 42 34 50 Longitude: -70 49 32 (Decimal: 42.5805556 / -70.8255556)  
US National Grid (USNG) Coordinate: 19TCH5019215853  
Structure Type (or FAA Det purpose): Monopole Tower  
Structure Height: 111.88 ft / Site Elev. 65.94 ft  
Application Purpose: AU (Administrative Update)  
Construction reported to FCC on 11/17/1997  
This structure is built, according to FCC ASR records, and has been verified by aerial imagery by JCSI.

---

SITE ID 19 Distance from Client Site: 3.03 miles / Direction from Client Site: 101.11 Degrees

JCSI Comprehensive Site List  
OWNER: CROWN  
Tower Company / Site ID / Site Name: CROWN 852503 Gordon College Sprint Nex  
City / State: , MA  
Latitude: 42 35 20.6052 Longitude: -70 49 19.207 (Decimal: 42.589057 / -70.822002)  
US National Grid (USNG) Coordinate: 19TCH5050416791  
Structure Type (or FAA Det purpose): Building

This structure is built, according to FAA and/or Owner records, and has been verified by aerial imagery by JCSI.

---

SITE ID 20 Distance from Client Site: 3.5 miles / Direction from Client Site: 183.11 Degrees

JCSI Comprehensive Site List  
OWNER: AMERICAN TOWER  
Tower Company / Site ID / Site Name: AMERICAN TOWER 315526 BEVERLY PO RT MA 1  
Address: 151 RANTOUL ST  
City / State: BEVERLY, MA  
Latitude: 42 32 48.9516 Longitude: -70 53 2.9868 (Decimal: 42.546931 / -70.884163)  
US National Grid (USNG) Coordinate: 19TCH4529912225  
Structure Type (or FAA Det purpose): Building

This structure is built, according to FAA and/or Owner records, and has been verified by aerial imagery by JCSI.

---

SITE ID 21 Distance from Client Site: 3.52 miles / Direction from Client Site: 231.6 Degrees

JCSI Comprehensive Site List  
OWNER: AMERICAN TOWER  
Tower Company / Site ID / Site Name: AMERICAN TOWER 315565 DANVERS PO RT MA  
Address: 17 CONANT ST  
City / State: DANVERS, MA  
Latitude: 42 33 57.1104 Longitude: -70 56 4.704 (Decimal: 42.565864 / -70.93464)

US National Grid (USNG) Coordinate: 19TCH4120214420  
Structure Type (or FAA Det purpose): Building

This structure is built, according to FAA and/or Owner records, and has been verified by aerial imagery by JCSI.

---

SITE ID 22 Distance from Client Site: 3.55 miles / Direction from Client Site: 235.86 Degrees

FILING INFORMATION: FCC Antenna Structure Registration (ASR)  
Issued to: CELLCO PARTNERSHIP  
FAA Study Number & Date Issued: 2007-ANE-1386-OE () (Note # 3)  
City / State: PEABODY, MA  
Latitude: 42 34 7.1 Longitude: -70 56 17.7 (Decimal: 42.5686389 / -70.93825)  
US National Grid (USNG) Coordinate: 19TCH4091314735  
Structure Type (or FAA Det purpose): Building with Antennas  
Structure Height: 64.96 ft / Site Elev. 55.12 ft / AMSL\_FT: 120.08 ft

This structure is built, according to FAA and/or Owner records, and has been verified by aerial imagery by JCSI.

---

SITE ID 23 Distance from Client Site: 3.56 miles / Direction from Client Site: 143.09 Degrees

FILING INFORMATION: FCC Antenna Structure Registration (ASR)  
Issued to: EASTERN PROPERTIES, L.L.C.  
Filer FCC License ID L00971307 FCC Registration Number (FRN): 0015067911 (Note # 1)  
Filer Contact Information: GLOVER PROPERTY MANAGEMENT, INC. Phone: 781-639-1113  
E-Mail: tedmoore@gloverproperty.com  
FCC Antenna Structure Registration Number / Date Issued: 1256227 (11/21/2006) (Note # 2)  
FAA Study Number & Date Issued: 2006-ANE-813-OE (09/21/2006) (Note # 3)  
Address: 376 HALE STREET (LEASEHOLD)  
City / State: BEVERLY, MA  
Latitude: 42 33 22.6 Longitude: -70 50 18.2 (Decimal: 42.5562778 / -70.8383889)  
US National Grid (USNG) Coordinate: 19TCH4908013180  
Structure Type (or FAA Det purpose): Monopole Tower  
Structure Height: 196.85 ft / Site Elev. 96.78 ft / AMSL\_FT: 293.63 ft  
Application Purpose: NT (Notification that an antenna structure has been constructed)  
Construction reported to FCC on 10/05/2007  
This structure is built, according to FCC ASR records, and has been verified by aerial imagery by JCSI.

---

SITE ID 24 Distance from Client Site: 3.6 miles / Direction from Client Site: 243.28 Degrees

FILING INFORMATION: FCC Antenna Structure Registration (ASR)  
Issued to: Beverly Hospital  
Filer FCC License ID L00039876 FCC Registration Number (FRN): 0009414236 (Note # 1)

Filer Contact Information: Phone: 978-922-3000 E-Mail: ggeggs@nhs-healthlink.org  
FCC Antenna Structure Registration Number / Date Issued: 1239948 (08/14/2003) (Note # 2)  
FAA Study Number & Date Issued: 2003-ANE-346-OE (08/07/2003) (Note # 3)  
Address: Hunt Center, 75 Lindall Street  
City / State: Beverly, MA  
Latitude: 42 34 26.5872 Longitude: -70 56 37.2948 (Decimal: 42.574052 / -70.943693)  
US National Grid (USNG) Coordinate: 19TCH4048015347  
Structure Type (or FAA Det purpose): Tower atop Building  
Structure Height: 107.94 ft / Site Elev. 108.92 ft  
Application Purpose: NT (Notification that an antenna structure has been constructed)  
Construction reported to FCC on 11/06/2004  
This structure is built, according to FCC ASR records, and has been verified by aerial imagery by JCSI.

---

SITE ID 25 Distance from Client Site: 3.75 miles / Direction from Client Site: 59.64 Degrees

FILING INFORMATION: FCC Antenna Structure Registration (ASR)  
Issued to: SBA 2012 TC Assets, LLC  
Filer FCC License ID L01469668 FCC Registration Number (FRN): 0018530147 (Note # 1)  
Filer Contact Information: Edward G. Roach Phone: 561-995-7670 E-Mail: ERoach@sbsite.com  
FCC Antenna Structure Registration Number / Date Issued: 1270869 (11/11/2013) (Note # 2)  
FAA Study Number & Date Issued: 2013-ANE-602-OE (05/09/2013) (Note # 3)  
Tower Company / Site ID / Site Name: SBA MA46689-A Northstar  
Address: Northstar  
City / State: Essex, MA  
Latitude: 42 37 29.8 Longitude: -70 49 0.4 (Decimal: 42.6249444 / -70.8167778)  
US National Grid (USNG) Coordinate: 19TCH5101820767  
Structure Type (or FAA Det purpose): Stealth  
Structure Height: 134.84 ft / Site Elev. 91.86 ft / AMSL\_FT: 226.71 ft  
Application Purpose: NT (Notification that an antenna structure has been constructed)  
Construction reported to FCC on 11/12/2004  
This structure is built, according to FCC ASR records, and has been verified by aerial imagery by JCSI.

---

SITE ID 26 Distance from Client Site: 3.77 miles / Direction from Client Site: 148.1 Degrees

JCSI Comprehensive Site List  
OWNER: CROWN  
Tower Company / Site ID / Site Name: CROWN MABever315121 IMM-YUM  
City / State: , MA  
Latitude: 42 33 4.32 Longitude: -70 50 28.68 (Decimal: 42.5512 / -70.8413)  
US National Grid (USNG) Coordinate: 19TCH4882912621  
Structure Type (or FAA Det purpose): Building

This structure is built, according to FAA and/or Owner records, and has been verified by aerial imagery by JCSI.

-----  
SITE ID 27 Distance from Client Site: 3.88 miles / Direction from Client Site: 95.11 Degrees

FILING INFORMATION: FCC Antenna Structure Registration (ASR)

Issued to: CCATT LLC

Filer FCC License ID L01834301 FCC Registration Number (FRN): 0023254592 (Note # 1)

Filer Contact Information: Phone: 724-416-2000 E-Mail:

Regulatory.Department@CrownCastle.com

FCC Antenna Structure Registration Number / Date Issued: 1285694 (05/09/2016) (Note # 2)

FAA Study Number & Date Issued: 2012-ANE-342-OE (04/23/2012) (Note # 3)

Tower Company / Site ID / Site Name: CROWN --- WENHAM-MOSES HILL

Address: ---

City / State: Manchester, MA

Latitude: 42 35 33 Longitude: -70 48 16 (Decimal: 42.5925 / -70.8044444)

US National Grid (USNG) Coordinate: 19TCH5195217142

Structure Type (or FAA Det purpose): Monopole Tower

Structure Height: 189.96 ft / Site Elev. 73.82 ft / AMSL\_FT: 263.78 ft

Application Purpose: AU (Administrative Update)

Construction reported to FCC on 05/09/2006

This structure is built, according to FCC ASR records, and has been verified by aerial imagery by JCSI.

-----  
FCC MARKET-BASED LICENSES - SITE DATA REPORT

FCC License Boundaries:

Basic Trading Area (BTA): BTA051 - Boston, MA

Major Trading Area (MTA): MTA008 - Boston-Providence

Cellular Market Area (CMA): CMA006 - Boston

Economic Area (BEA): BEA003 - Boston-Worcester-Lawrence-Lowell-Brockto

Regional Economic Area (REA): REA 1 - Northeast

Regional PCS Area (RPC): RPC001 - Northeast

VHF Public Coast Station Areas (VPC): VPC001 - Northern Atlantic

Economic Area Grouping (EAG): EAG001 - Northeast

Major Economic Area MEA: MEA001 - Boston

Public Safety Planning Region (PSR): PSR019 - ME, NH, VT, MA, RI, CT

The following is an extract of FCC market-based licenses for this location. Users should be aware that this extract does not delineate or otherwise identify partitioned licenses.

Refer to FCC website([www.fcc.gov](http://www.fcc.gov)) for additional information on partitioned licenses.

Note # 1: Detailed Filer information (including contact data) can be obtained by checking this company's FCC Registration Number (FRN) at [svartifoss2.fcc.gov/coresWeb/publicHome.do](http://svartifoss2.fcc.gov/coresWeb/publicHome.do)

Note # 2: Detailed FCC filing information can be obtained by checking this FCC Registration at <http://wireless2.fcc.gov/UlsApp/AsrSearch/asrRegistrationSearch.jsp>

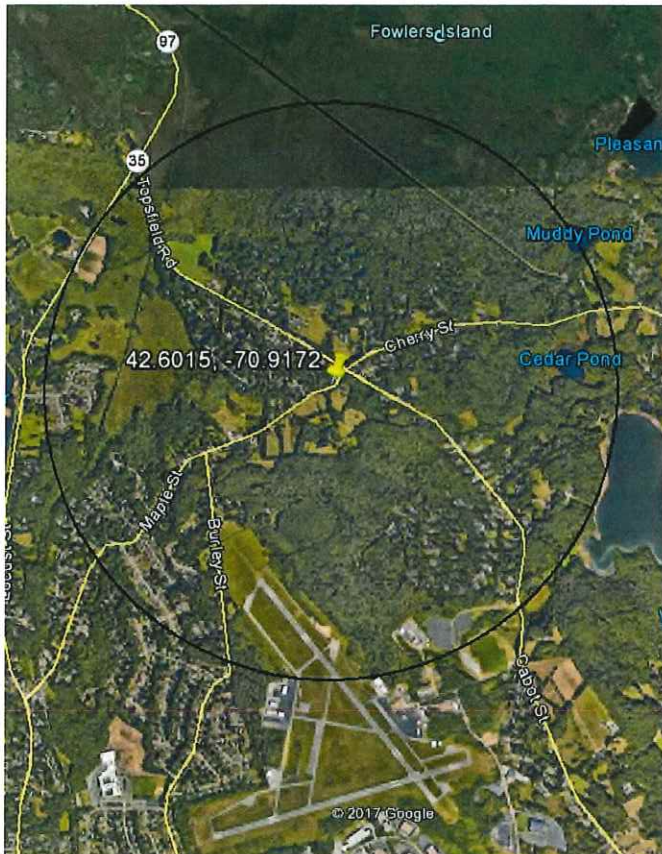


Note # 3: Detailed FAA filing information can be obtained by checking this FAA Study Number at <https://oeaaa.faa.gov/oeaaa/external/portal.jsp>

Note # 4: The JCSI Comprehensive Sites Database is assembled from tower owner and carrier information.  
It contains details about towers and structures that are usually not reported in FCC or FAA records.

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# Search Ring Evaluation



**Site Name:** Wenham

**City/State:** Wenham, MA

**Date:** 1/8/2018

Prepared for:

**Blue Sky  
Tower**  
Partners LLC

352 Park Street, Suite 106  
N. Reading, MA 01864

Prepared by:

**caldwell**  
COMPLIANCE

6900 Koll Center Parkway, Suite 401  
Pleasanton, CA 94566  
Tel: (925) 262-3850  
E-mail: [airsafety@caldwellcompliance.com](mailto:airsafety@caldwellcompliance.com)

### SEARCH RING DATA

Site Name:	Wenham
Structure Type:	Unknown
Search Ring Coordinates:	Lat: 42.6015° N Long: -70.9172° W
Horizontal Datum:	NAD 83

### LANDING FACILITIES AND NAVAID INFORMATION

Nearest public use or government use landing facility:	BVY Beverly Regional Airport
Type of landing facility:	Airport
Landing Facility Elevation:	107 Feet
Distance from center of search ring to facility:	.60 NM
Bearing from center of search ring to facility:	201°

Nearest electronic navigation facility:	BVY Beverly Regional LOC
Type of navigation facility:	Localizer Rwy 16
Distance from center of search ring to nav facility:	1.25 NM
Bearing from center of search ring to nav facility:	165°

## **SEARCH RING CANDIDATE SITES**

Please see the attached maps in Appendix A.

The black circle represents the search ring.

The cyan arc on the map represents the Horizontal Surface. This imaginary surface is 150' above airport elevation (AAE) and extends outward from all the runway edges and ends a distance of 10,000. For the BVY airport the Horizontal Surface is at 257' AMSL. Penetration of the Horizontal Surface will result in a determination of Presumed Hazard to Air Navigation.

The red arc on the map represents the Conical Surface. This imaginary surface starts at the edge of the Horizontal Surface and rises at a 20:1 slope for an additional 4000'. The inner edge of the BVY airport Conical Surface begins at 257' AMSL and rises to an altitude of 457' AMSL. Penetration of the Conical Surface will result in a determination of Presumed Hazard to Air Navigation.

Massachusetts General Law Chapter 90 Section 35B states "No person shall erect or add to the height of any structure within a rectangular area lying fifteen hundred feet on either side of the extended center line of a runway or landing strip of an airport approved by the commission for a distance of two miles from the end of such runway or landing strip so that the height thereof will be more than one hundred and fifty feet above the level of such runway or landing strip, nor, within that portion of such area which is within a distance of three thousand feet from the end of such runway or landing strip, so that the height thereof will be greater than a height above the level of such runway or landing strip determined by the ratio of one foot vertically to every twenty feet horizontally measured from the end of such runway or landing strip, unless a permit therefor has been granted by the commission."

The purple box with an "X" at the end of runway 16/34 depicts the area 1500' on either side of the runway centerline and extending out 3000' from the end of the runway. The elevation of the box at the end of the runway equals the airport elevation, 107' AMSL at the BVY airport. The elevation of the end of the box furthest from the runway is 132' AMSL.



### Search Ring Center

Candidate Site Coordinates:	42° 36' 05.40" N, 70° 55' 01.92" W		
Candidate Site Ground Elevation:	86' AMSL		
Maximum No Notice to FAA Required Height:	21' AGL	or	107' AMSL
Maximum No Marking and Lighting Required Height:	171'	or	257'
Maximum No Hazard Determination Height:	171'	or	257'

NOTE: The No Hazard determination, No Hazard with Conditions and no lighting required heights are based solely on the proposed structure not exceeding Obstruction Standards. The FAA can make a marking and lighting requirement or issue a determination of Hazard to Air Navigation at their discretion.

### Candidate Site 1

Candidate Site Coordinates:	42° 37' 00.34" N, 70° 49' 09.04" W		
Candidate Site Ground Elevation:	42' AMSL		
Maximum No Notice to FAA Required Height:	169' AGL	or	211' AMSL
Maximum No Marking and Lighting Required Height:	200'	or	242'
Maximum No Hazard Determination Height:	326'	or	368'

NOTE: The No Hazard determination, No Hazard with Conditions and no lighting required heights are based solely on the proposed structure not exceeding Obstruction Standards. The FAA can make a marking and lighting requirement or issue a determination of Hazard to Air Navigation at their discretion.

### Candidate Site 2

Candidate Site Coordinates:	42° 37' 11.01" N, 70° 54' 38.07" W		
Ground Elevation:	54' AMSL		
Maximum No Notice to FAA Required Height:	158' AGL	or	212' AMSL
Maximum No Marking and Lighting Required Height:	158'	or	212'
Maximum No Hazard Determination Height:	241'	or	306'

NOTE: The No Hazard determination, No Hazard with Conditions and no lighting required heights are based solely on the proposed structure not exceeding Obstruction Standards. The FAA can make a marking and lighting requirement or issue a determination of Hazard to Air Navigation at their discretion.

### Candidate Site 3

Candidate Site Coordinates:	42° 37' 20.52" N, 70° 55' 26.22" W		
Ground Elevation:	36' AMSL		
Maximum No Notice to FAA Required Height:	182' AGL	or	218' AMSL
Maximum No Marking and Lighting Required Height:	200'	or	236'
Maximum No Hazard Determination Height:	270'	or	306'

NOTE: The No Hazard determination and no lighting required heights are based solely on the proposed structure not exceeding Obstruction Standards. The FAA can make a marking and lighting requirement or issue a determination of Hazard to Air Navigation at their discretion.

### Candidate Site 4

Candidate Site Coordinates:	42° 36' 49.72" N, 70° 54' 35.03" W		
Ground Elevation:	44' AMSL		
Maximum No Notice to FAA Required Height:	149' AGL	or	193' AMSL
Maximum No Marking and Lighting Required Height:	200'	or	244'
Maximum No Hazard Determination Height:	263'	or	306'

NOTE: The No Hazard determination and no lighting required heights are based solely on the proposed structure not exceeding Obstruction Standards. The FAA can make a marking and lighting requirement or issue a determination of Hazard to Air Navigation at their discretion.

### Candidate Site 5

Candidate Site Coordinates:	42° 36' 01.52" N, 70° 53' 59.94" W		
Ground Elevation:	40' AMSL		
Maximum No Notice to FAA Required Height:	116' AGL	or	156' AMSL
Maximum No Marking and Lighting Required Height:	200'	or	240'
Maximum No Hazard Determination Height:	215'	or	255'

NOTE: The No Hazard determination and no lighting required heights are based solely on the proposed structure not exceeding Obstruction Standards. The FAA can make a marking and lighting requirement or issue a determination of Hazard to Air Navigation at their discretion.

### Candidate Site 6

Candidate Site Coordinates:	42° 36' 30.84" N, 70° 55' 32.50" W		
Ground Elevation:	58' AMSL		
Maximum No Notice to FAA Required Height:	149' AGL	or	207' AMSL
Maximum No Marking and Lighting Required Height:	199'	or	257'
Maximum No Hazard Determination Height:	248'	or	306'

NOTE: The No Hazard determination and no lighting required heights are based solely on the proposed structure not exceeding Obstruction Standards. The FAA can make a marking and lighting requirement or issue a determination of Hazard to Air Navigation at their discretion.

### Candidate Site 7

Candidate Site Coordinates:	42° 36' 2.18" N, 70° 55' 19.04" W		
Ground Elevation:	62' AMSL		
Maximum No Notice to FAA Required Height:	45' AGL	or	107' AMSL
Maximum No Marking and Lighting Required Height:	141'	or	186'
Maximum No Hazard Determination Height:	141'	or	186'

NOTE: The No Hazard determination and no lighting required heights are based solely on the proposed structure not exceeding Obstruction Standards. The FAA can make a marking and lighting requirement or issue a determination of Hazard to Air Navigation at their discretion.

### Candidate Site 8

Candidate Site Coordinates:	42° 35' 59.19" N, 70° 54' 53.96" W		
Ground Elevation:	108' AMSL		
Maximum No Notice to FAA Required Height:	20' AGL	or	128' AMSL
Maximum No Marking and Lighting Required Height:	84'	or	192'
Maximum No Hazard Determination Height:	84'	or	192'

NOTE: The No Hazard determination and no lighting required heights are based solely on the proposed structure not exceeding Obstruction Standards. The FAA can make a marking and lighting requirement or issue a determination of Hazard to Air Navigation at their discretion.



### Candidate Site 9

Candidate Site Coordinates:	42° 35' 46.94" N, 70° 54' 42.81" W		
Ground Elevation:	121' AMSL		
Maximum No Notice to FAA Required Height:	20' AGL	or	141' AMSL
Maximum No Marking and Lighting Required Height:	93'	or	214'
Maximum No Hazard Determination Height:	93'	or	214'

NOTE: The No Hazard determination and no lighting required heights are based solely on the proposed structure not exceeding Obstruction Standards. The FAA can make a marking and lighting requirement or issue a determination of Hazard to Air Navigation at their discretion.

### NEAREST AM RADIO STATIONS

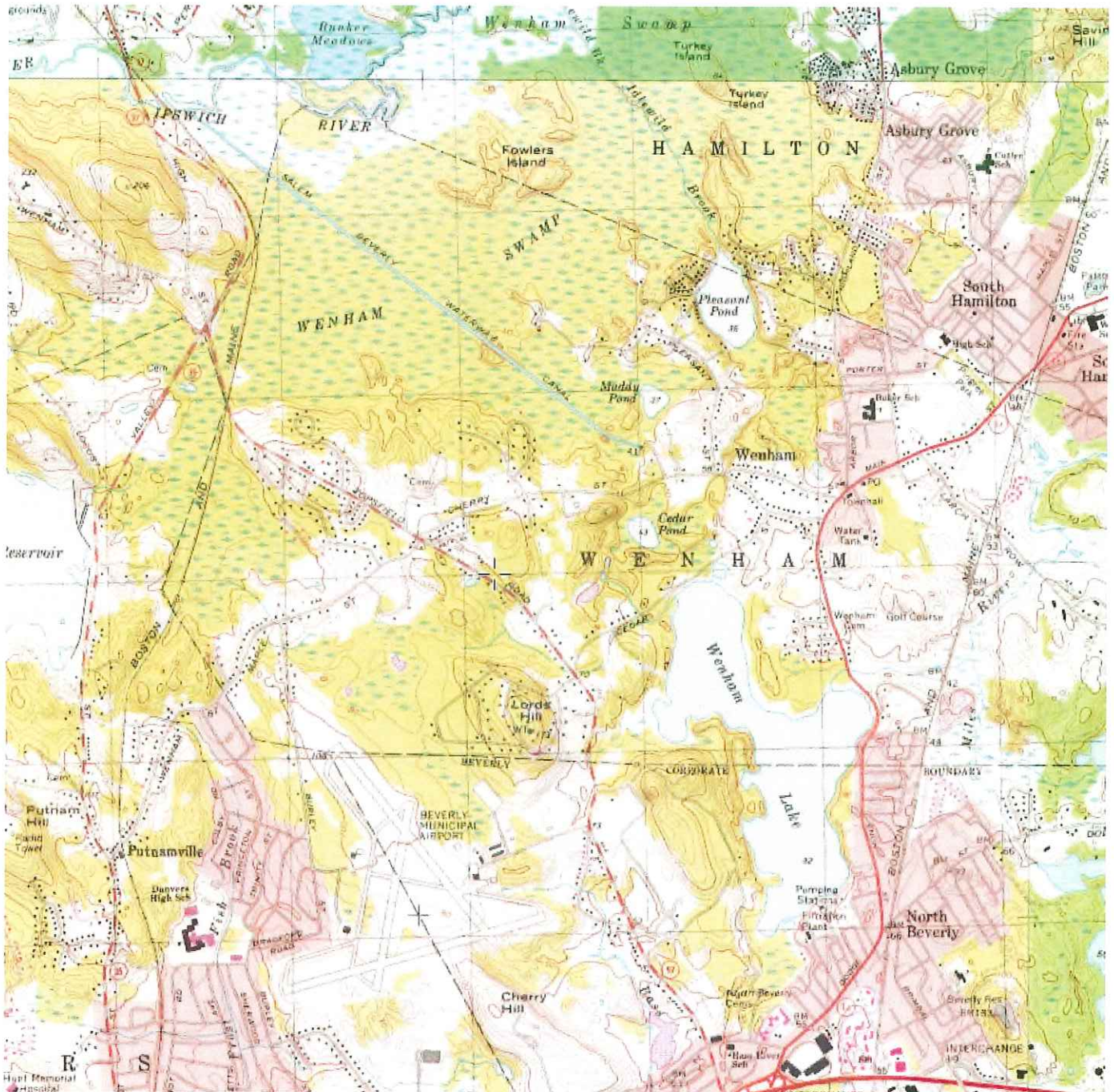
The nearest AM radio stations are:

WESX: 17.3 km from the center of the search ring on a bearing of 197°.

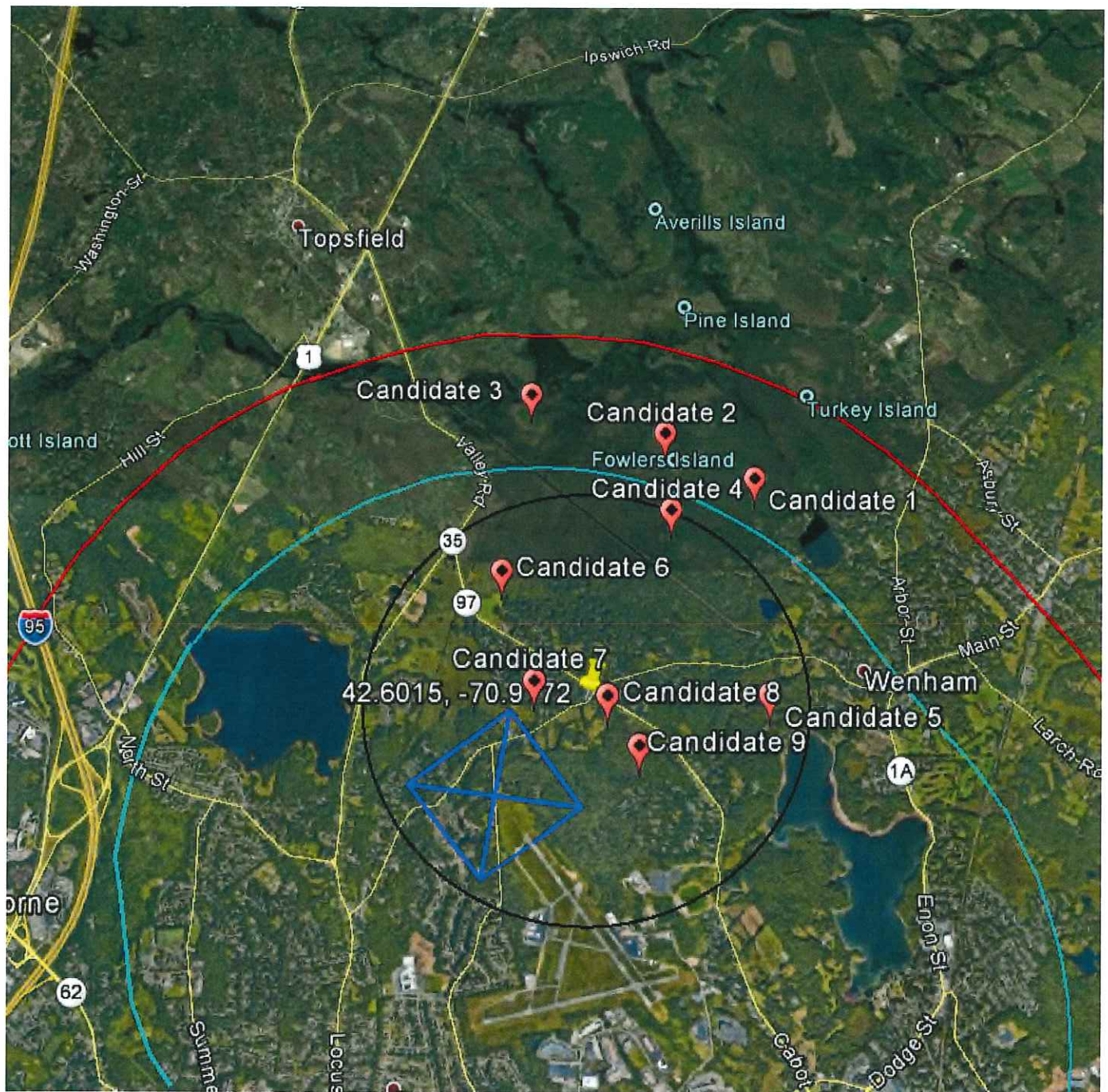
WLYN: 17.3 km from the center of the search ring on a bearing of 197°.

WROL: 19.4 km from the center of the search ring on a bearing of 199°.

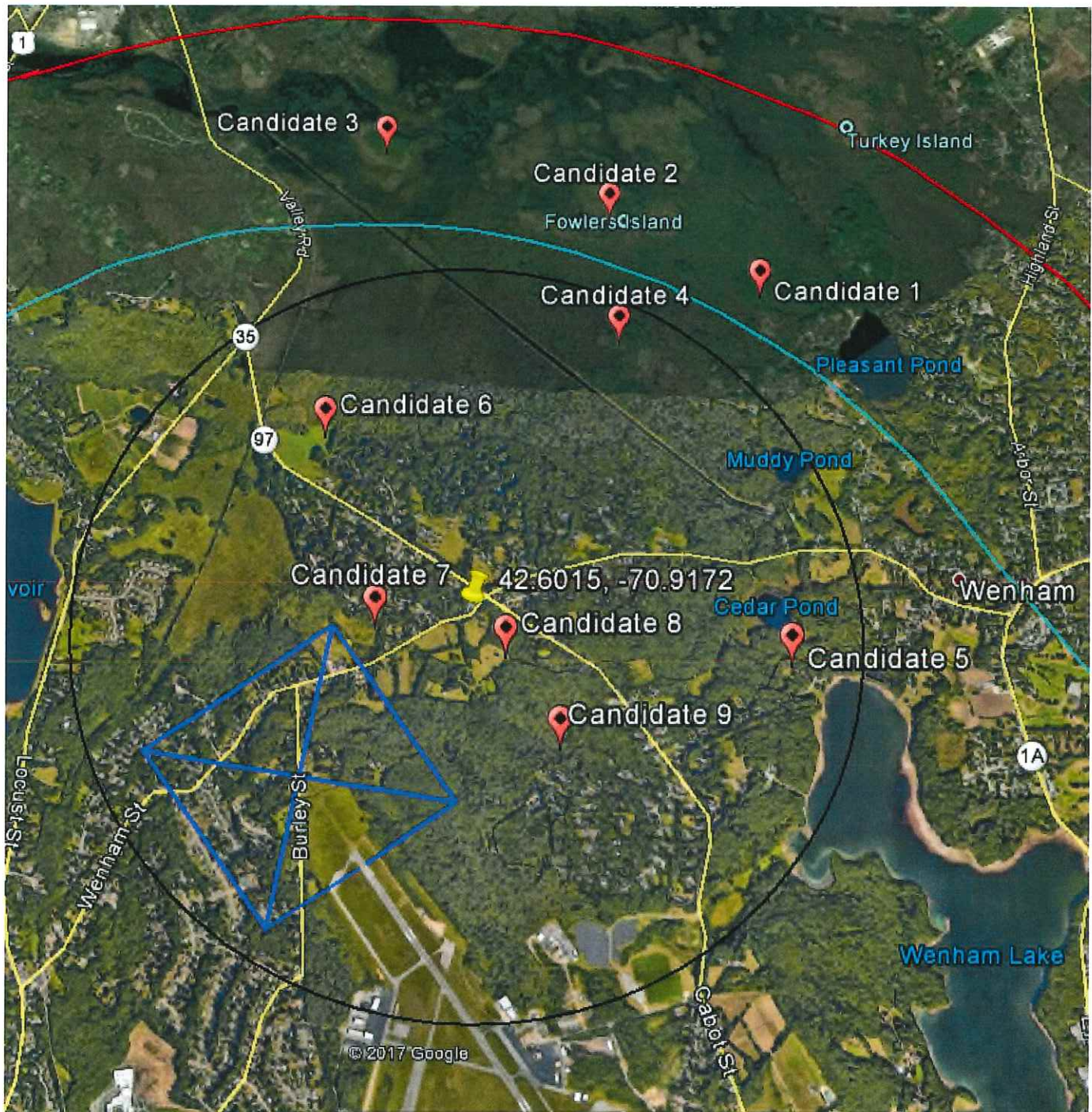
**APPENDIX A: MAPS**













# The Zoning By-Laws of the Town of Wenham

## 12.3.9.3 Decision

The Planning Board shall render its decision after consideration of the following factors, in addition to those set forth in Section 13.4:

- 1) The plan promotes the more efficient use of land in harmony with its natural features, water courses, scenic areas, natural vistas, existing rural character, and similar community assets within the general intent of the Zoning By-Law and the long-range plan of the Town.
- 2) The plan protects adjoining premises against serious detrimental effects by providing among other things, surface water drainage, sound and sight barriers, and preservation of views and light.
- 3) The plan provides for convenience and safety of vehicular and pedestrian movement within the site, and appropriate location of driveway openings in relation to traffic or to adjacent streets.
- 4) The plan provides for adequate methods of disposal of refuse and other wastes.
- 5) The plan provides for suitable architectural design and a favorable relationship of structures and open space to the natural landscape, barriers, and preservation of views and light.

## 12.3.9.4 Conditions

Dwelling units within the development shall be subject to appropriate conditions to assure their continued use for the purposes for which the special permit is granted. Construction must commence within one year of the granting of the approval. Construction must be completed within two years of its commencement unless otherwise provided for in the Special Permit or as amended by the Planning Board.

## 12.4 PERSONAL WIRELESS SERVICE FACILITIES

### 12.4.1 Purpose

It is the express purpose of this Section to minimize the visual and environmental impacts of a Personal Wireless Service Facility (PWSF). This Section enables the review and approval of PWSF by the Special Permit Granting Authority (SPGA) in keeping with the Town's existing By-Laws and historic development patterns, including the size and spacing of structures and open spaces. This Section is intended to be used in conjunction with other regulations adopted by the Town, including historic district regulations, site plan review, and other local By-Laws designed to encourage appropriate land use, environmental protection, and provision of adequate infrastructure development in Wenham.

The regulation of PWSFs is consistent with the purpose of the ongoing planning efforts of the Town to further the conservation and preservation of developed, natural and undeveloped areas, wildlife, flora and habitats for endangered species; balanced economic growth; the provision of adequate capital facilities; the coordination of the provision of adequate capital facilities with the achievement of other goals; and the preservation of historical, cultural, archaeological, architectural and recreational values.

### 12.4.2 Definitions

For the purposes of this Section, the following terms shall be defined as set forth below:

**Above Ground Level (AGL):** A measurement of height from the natural grade of a site to the highest point of a structure.

**Antenna:** The surface from which wireless radio signals are sent and received by a personal wireless service facility.

**Camouflaged:** A personal wireless service facility that is disguised, hidden, part of an existing or proposed structure or placed within an existing or proposed structure is considered "camouflaged."

**Carrier:** A company that provides wireless services.

# The Zoning By-Laws of the Town of Wenham

**Co-location:** The use of a single mount on the ground by more than one carrier (vertical co-location) and/or several mounts on an existing building or structure by more than one carrier.

**Cross-polarized (or dual-polarized) antenna:** A low mount that has three panels flush mounted or attached very close to the shaft.

**Elevation:** The measurement of height above sea level.

**Equipment Shelter:** An enclosed structure, cabinet, shed, or box at the base of the mount within which are housed batteries and electrical equipment.

**Fall Zone:** The area on the ground within a prescribed radius from the base of a personal wireless service facility. The fall zone is the area within which there is a potential hazard from falling debris (such as ice) or collapsing material.

**Functionally Equivalent Services:** Cellular, Personal Communication Services (PCS), Enhanced Specialized Mobile Radio, Specialized Mobile Radio and Paging.

**Guyed Tower:** A monopole or lattice tower that is tied to the ground or other surface by diagonal cables.

**Lattice Tower:** A type of mount that is self-supporting with multiple legs and cross-bracing of structural steel.

**Licensed Carrier:** A company authorized by the FCC to construct and operate a commercial mobile radio services system.

**Monopole:** The type of mount that is self-supporting with a single shaft of wood, steel or concrete and a platform (or racks) for panel antennas arrayed at the top.

**Mount:** The structure or surface upon which antennas are mounted, including the following four types of mounts:

- 1) Roof-mounted. Mounted on the roof of a building.
- 2) Side-mounted. Mounted on the side of a building.
- 3) Ground-mounted. Mounted on the ground,
- 4) Structure-mounted. Mounted on a structure other than a building.

**Omnidirectional (whip) antenna:** A thin rod that beams and receives a signal in all directions.

**Panel Antenna:** A flat surface antenna usually developed in multiples.

**Personal Wireless Service Facility:** Facility for the provision of personal wireless services, as defined by the Telecommunications Act of 1996.

**Personal Wireless Services:** The three types of services regulated by this Section as defined above as Functionally Equivalent Services and as defined by the Telecommunications Act of 1996 as commercial mobile services, unlicensed wireless services, and common carrier wireless exchange access services.

**Radiofrequency (RF) Engineer:** An engineer specializing in electrical or microwave engineering, especially the study of radiofrequencies.

**Radiofrequency Radiation (RFR):** The emissions from PWSFs.

**Security Barrier:** A locked, secure wall, fence, or berm that completely seals an area from unauthorized entry or trespass.

**Separation:** The distance between one carrier's array of antennas and another carrier's array.

**Special Permit Granting Authority (SPGA):** the Planning Board for the purposes of this Section.

# The Zoning By-Laws of the Town of Wenham

## **12.4.3 Regulations**

A PWSF shall require a building permit in all cases and may be permitted as follows:

### **12.4.3.1**

A PWSF may locate on any existing guyed tower, lattice tower, monopole, electric utility transmission tower, fire tower or water tower, provided that the installation of the new facility does not increase the height of the existing structure except as provided herein. Such installations shall not require a special permit but shall require site plan approval by the Planning Board.

### **12.4.3.2**

A PWSF involving construction of one or more ground or building (roof or side) mounts shall require a special permit. Such facilities may locate by special permit in all zoning districts within the Town, provided that the proposed use complies with the height and setback requirements and all of the special permit standards set forth herein.

### **12.4.3.3**

A PWSF that exceeds the height restrictions of this Section may be permitted by special permit in accordance with Section 0, below.

## **12.4.4 Location**

Applicants seeking approval for a PWSF shall comply with the following:

### **12.4.4.1**

If feasible, a PWSF shall be located on existing structures, including but not limited to buildings, water towers, existing telecommunications facilities, utility poles and towers, and related facilities, provided that such installation preserves the character and integrity of those structures. In particular, applicants are urged to consider use of existing telephone and electric utility structures as sites for one or more PWSFs. The applicant shall have the burden of proving that there are no feasible existing structures upon which to locate.

### **12.4.4.2**

If the applicant demonstrates that it is not feasible to locate it on an existing structure, a PWSF shall be designed so as to be camouflaged to the greatest extent possible, including but not limited to: use of compatible building materials and colors, screening, landscaping and placement within trees.

### **12.4.4.3**

The applicant shall submit documentation of the legal right to install and use the proposed facility mount at the time of application for a Building Permit and/or Special Permit.

# The Zoning By-Laws of the Town of Wenham

## **12.4.5 Height Requirements**

A PWSF shall comply with the following requirements:

### **12.4.5.1 Height, General**

Regardless of the type of mount, PWSFs shall be no higher than ten feet above the average height of buildings within 200 feet of the proposed facility. In addition, the height of a PWSF shall not exceed by more than ten feet the height limits of the zoning district in which the facility is proposed to be located, unless the facility is completely camouflaged such as within a flagpole, steeple, chimney, or similar structure. A PWSF may locate on a building that is legally non-conforming with respect to height, provided that the facility does not project above the existing building height.

### **12.4.5.2 Height, Ground-Mounted Facilities**

A ground-mounted PWSF shall not project higher than ten feet above the average building height of buildings within 200 feet, or, if there are no buildings within 200 feet, these facilities shall not project higher than ten feet above the average tree canopy height, measured from ground level. If there are no buildings within 200 feet of the proposed site of the facility, all ground-mounted PWSFs shall be surrounded by dense tree growth to screen views of the facility in all directions. These trees may be existing on the subject property or planted on site.

### **12.4.5.3 Height, Side- and Roof-Mounted Facilities**

Side- and roof-mounted PWSFs shall not project more than ten feet above the height of an existing building nor project more than ten feet above the height limit of the zoning district within which the facility is located.

### **12.4.5.4 Height, Existing Structures**

New antennas located on any of the following structures existing on the effective date of this By-Law shall be exempt from the height restrictions of this By-Law provided that there is no increase in height of the existing structure as a result of the installation of a PWSF: Water towers, guyed towers, lattice towers, fire towers, and monopoles.

### **12.4.5.5 Height, Existing Structures (Utility)**

New antennas located on any of the following existing structures shall be exempt from the height restrictions of this By-Law provided that there is no more than a twenty foot (20') increase in the height of the existing structure as a result of the installation of a personal wireless service facility: electric transmission and distribution towers, telephone poles and similar existing utility structures.

### **12.4.5.6 Height, Wireless Facility Overlay Districts**

In the Personal Wireless Services Facility Overlay District (herein designated as the Personal Wireless Services Facility Overlay District on the Town zoning map), PWSFs of up to 180 feet in height may be permitted by Special permit. This District consists of the parcels of property described in Personal Wireless Facility Overlay District Parcels –dated November 14, 2000, attached to and made a part of this By-Law. Monopoles are the preferred type of mount for such taller structures. Such structures shall comply with all setback and special permit regulations set forth in this By-Law.



# The Zoning By-Laws of the Town of Wenham

## **12.4.6 Other Dimensional Requirements**

All PWSFs and their equipment shelters shall comply with the building setback provisions of the zoning district in which the facility is located. In addition, the following setbacks shall be observed:

### **12.4.6.1**

In order to ensure public safety, the minimum distance from the base of any ground-mounted personal wireless service facility to any property line, road, habitable dwelling, business or institutional use, or public recreational area shall be at least one-half the height of the facility/mount, including any antennas or other appurtenances. This setback is considered a "fall zone".

### **12.4.6.2**

In the event that an existing structure is proposed as a mount for a personal wireless service facility, a fall zone shall not be required, but the setback provisions of the zoning district shall apply. In the case of pre-existing non-conforming structures, PWSFs and their equipment shelters shall not increase any non-conformities.

### **12.4.6.3**

In addition, no ground mounted facility shall be located less than 200 feet from a neighboring residential building.

### **12.4.6.4 Flexibility**

In reviewing a special permit application for a personal wireless service facility, the Planning Board may reduce the required fall zone and/or setback distance of the zoning district by as much as 50% of the required distance, if it finds that a substantially better design will result from such reduction. In making such a finding, the Planning Board shall consider both the visual and safety impacts of the proposed use.

## **12.4.7 Camouflage Standards**

PWSFs will be located so as to have the least visibility and the least impact on community character. A PWSF shall be camouflaged as follows:

### **12.4.7.1 Camouflage by Existing Buildings or Structures**

When a personal wireless service facility extends above the roof height of a building on which it is mounted, every effort shall be made to conceal the facility within or behind existing architectural features to limit its visibility from public ways. Facilities mounted on a roof shall be stepped back from the facade in order to limit their impact on the building's silhouette.

### **12.4.7.2 Camouflage by Consistent Material**

PWSFs which are side mounted shall blend with the existing building's architecture and, if over 5 square feet, shall be painted or shielded with material which is consistent with the design features and materials of the building.

### **12.4.7.3 Camouflage by Vegetation**

If PWSFs are not camouflaged from public viewing areas by existing buildings or structures, they shall be surrounded by buffers of dense tree growth and understory vegetation in all directions to create an effective year-round visual buffer. Ground-mounted PWSFs shall provide a vegetated buffer of sufficient height and depth to effectively screen the facility. Trees and vegetation may be existing on the subject property or installed as part of the proposed facility or a combination of both. The SPGA shall approve the types of trees and plant materials and depth of the needed buffer based on site conditions.

# The Zoning By-Laws of the Town of Wenham

Vegetation will be maintained with respect to depth, height, density and speciation according to the requirements of the SPGA

## 12.4.7.4 Color

- 1) PWSFs which are side-mounted on buildings shall be painted or constructed of materials to match the color of the building material directly behind them.
- 2) To the extent that any PWSFs extend above the height of the vegetation immediately surrounding it, they shall be painted in a light grey or light blue hue which blends with sky and clouds.

## 12.4.8 Equipment Shelters

Equipment Shelters for PWSFs shall be designed consistent with one of the following design standards:

- 1) Equipment shelters shall be located in underground vaults; or
- 2) Equipment shelters shall be designed consistent with local architectural styles and materials; or
- 3) Equipment shelters shall be camouflaged behind an effective year-round landscape buffer, equal to the height of the proposed building, and/or a wooden fence. The SPGA shall approve the style of fencing and/or landscape buffer that is compatible with the neighborhood.

## 12.4.9 Lighting, Signage and Security

### 12.4.9.1 PWSFs shall be lighted only if required by the Federal Aviation Administration (FAA)

Lighting of equipment structures and any other facilities on site shall be shielded from view from abutting properties. There shall be total cut-off of all light at the property lines of the parcel to be developed.

### 12.4.9.2 Signs

Shall be limited to those needed to identify the property and the owner and warn of any danger. All signs shall comply with the requirements of the Town's sign regulations.

### 12.4.9.3 Security

All ground mounted PWSFs shall be surrounded by a security barrier.

## 12.4.10 Historic Buildings and Districts

### 12.4.10.1

Any PWSFs located on or within an historic structure in the Historic District shall not alter the character-defining features, distinctive construction methods, or original historic materials of the building.

### 12.4.10.2

Any alteration made to an historic structure to accommodate a PWSF shall be fully reversible.

### 12.4.10.3

PWSFs within an historic district shall be concealed within or behind existing architectural features, or shall be located so that they are not visible from public roads and viewing areas within the district.

## The Zoning By-Laws of the Town of Wenham

### **12.4.11 Environmental Standards**

#### **12.4.11.1**

PWSFs shall not be located in wetlands. Locating of wireless facilities in wetland buffer areas shall be avoided whenever possible and disturbance to wetland buffer areas shall be minimized.

#### **12.4.11.2**

No hazardous waste shall be discharged on the site of any PWSF. If any hazardous materials are to be used on site, there shall be provisions for full containment of such materials. An enclosed containment area shall be provided with a sealed floor, designed to contain at least 110% of the volume of the hazardous materials stored or used on the site.

#### **12.4.11.3**

Storm water run-off shall be contained on-site.

#### **12.4.11.4**

Ground-mounted equipment for PWSFs shall not generate noise in excess of 50 db at the property line.

#### **12.4.11.5**

Roof-mounted or side-mounted equipment for PWSFs shall not generate noise in excess of 50 db at ground level at the base of the building on which the antenna is affixed.

#### **12.4.11.6**

Applicants shall certify in writing that should any complaint of electronic or electromagnetic interference with other electronic devices be received, the applicant shall immediately exercise its responsibility to remedy such interference.

#### **12.4.11.7**

The special permit shall remain valid only so long as the structure is maintained in good operating condition as determined by the Building Inspector, and the grounds and natural screening are maintained as required by the SPGA.

### **12.4.12 Safety Standards**

Radiofrequency Radiation (RFR) Standards. All equipment proposed for a PWSF shall be authorized per the FCC Guidelines for Evaluating the Environmental Effects of Radiofrequency Radiation (FCC Guidelines).

### **12.4.13 Special Permit Granting Authority (SPGA)**

The Special Permit Granting Authority (SPGA) for PWSFs shall be the Planning Board. Where proposed construction is subject to both site plan review and a special permit, the SPGA will attempt to conduct both processes simultaneously, using the time limits of the special permit process to cover both reviews.

### **12.4.14 Pre-Application Conference**

Prior to the submission of an application for a special permit under this regulation, the applicant is strongly encouraged to meet with the Planning Board at a public meeting to discuss the proposed PWSF in general terms and to clarify the filing requirements.

## The Zoning By-Laws of the Town of Wenham

### 12.4.14.1 Pre-Application Filing Requirements

The purpose of the conference is to inform the Planning Board as to the preliminary nature of the proposed PWSF. As such, no formal filings are required for the pre-application conference. However, the applicant is encouraged to prepare sufficient preliminary architectural and/or engineering drawings to inform the SPGA of the location of the proposed facility, as well as its scale and overall design.

### 12.4.15 Application Filing Requirements

Applications for a special permit for all PWSFs shall include the items identified in the subsections below. Ten (10) copies of the application for special permit shall be filed with the Planning Board.

#### 12.4.15.1 General Filing Requirements

- 1) Application fee for Special Permit.
- 2) An amount of money to be placed in an engineering review escrow account. The Planning Board may enact regulations setting such fees.
- 3) Name, address, and telephone number of applicant and any co applicants as well as any agents for the applicant or co-applicants. Co-applicants may include the landowner of the subject property, licensed carriers, and tenants for the PWSF. A licensed carrier shall either be an applicant or a co-applicant.
- 4) Original signatures for the applicant and all co-applicants applying for the special permit. If the applicant or co-applicant will be represented by an agent, original signature authorizing the agent to represent the applicant and/or co-applicant. Photo reproductions of signatures will not be accepted.
- 5) A copy of the lease agreement, if any.

#### 12.4.15.2 PWSF on Municipal Property

If a free-standing, exterior PWSF is to be placed on municipal property the following conditions must be satisfied:

- 1) Certificate of Insurance for liability coverage in the amount of \$1,000,000 must be provided naming the Town as an additional insured, such certificate to be presented to the Town annually.
- 2) An agreement whereby the user indemnifies and holds the Town harmless against any claims for injury or damage resulting from or arising out of the use or occupancy of the Town owned property by the user.
- 3) A surety bond in a reasonable amount determined and approved by the Planning Board shall be in force to cover removal of a PWSF and restoration of the site to the condition that the premises were in at the onset of the lease, when use of said facility becomes discontinued or obsolete. The amount is to be payable to the Town in the event that the user breaches the agreement in Section I, below.

#### 12.4.15.3 Location Filing Requirements

- 1) Identify the subject property by name of the nearest road or roads, and street address, if any.
- 2) Tax map and parcel number of subject property.
- 3) Zoning district designation for the subject parcel (Submit copy of Town zoning map with parcel identified).
- 4) A line map to scale showing the lot lines of the subject property and all properties within 300 feet and the location of all buildings, including accessory structures, on all properties shown.

## The Zoning By-Laws of the Town of Wenham

- 5) A town-wide map showing the other existing PWSFs in the Town and outside the Town within one mile of its corporate limits.
- 6) The proposed locations of all existing and proposed future PWSFs in the Town on a Town-wide map for this carrier.

### 12.4.15.4 Siting Filing Requirements

One inch-equals-40 feet (or other if pre-approved by the SPGA) vicinity plan showing the following:

- 1) Property lines for the subject property.
- 2) Tree cover on the subject property and adjacent properties within 300 feet, by predominant species and average height, as measured by or available from a verifiable source.
- 3) Outline of all existing buildings, including purpose (e.g. residential buildings, garages, accessory structures, etc.) on subject property and all adjacent properties within 300 feet.
- 4) Proposed location of antenna, mount, and equipment shelter(s).
- 5) Proposed security barrier, indicating type and extent as well as point of controlled entry.
- 6) Location of all roads, public, and private, on the subject property and on all adjacent properties within 300 feet including driveways proposed to serve the PWSF.
- 7) Distances, at grade, from the proposed PWSF to each building on the vicinity plan.
- 8) Contours at each two feet above mean sea level (AMSL) for the subject property and adjacent properties within 300 feet.
- 9) All proposed changes to the existing property, including grading, vegetation removal and temporary or permanent roads and driveways.
- 10) Representations, dimensioned and to scale, of the proposed mount, antennas, equipment shelters, cable runs, parking areas and any other construction or development attendant to the PWSF.
- 11) Lines representing the sight line showing viewpoint (point from which view is taken) and visible point (point being viewed) from "Sight Lines" sub-section b. immediately below.

### 12.4.15.5 Sight lines and photographs as described below.

- 1) Sight line representation. A sight line representation shall be drawn from any public road within 300 feet and the closest facade of each residential building (viewpoint) within 300 feet to the highest point of the PWSF. Each sight line shall be depicted in profile, drawn at one inch equals 40 feet. The profiles shall show all intervening trees and buildings. In the event there is only one residential building within 300 feet there shall be at least two sight lines from the closest habitable structures or public roads, if any.
- 2) Existing (before condition) photographs. Each sight line shall be illustrated by one four-inch by six-inch color photograph of what can currently be seen from any public road within 300 feet.
- 3) Proposed (after condition). Each of the existing condition photographs shall have the proposed PWSF superimposed on it to show what will be seen from public roads if the proposed PWSF is built.
- 4) Siting elevations, or views at-grade from the north, south, east and west for a 50-foot radius around the proposed PWSF plus from all existing public and private roads that serve the subject property. Elevations shall be at either one-quarter inch equals one foot or one-eighth inch equals one foot scale and show the following:
  - a) Antennas, mounts and equipment shelter(s), with total elevation dimensions and AGL of the highest point.
  - b) Security barrier. If the security barrier will block views of the PWSF, the barrier drawing shall be cut away to show the view behind the barrier.

## The Zoning By-Laws of the Town of Wenham

- c) Any and all structures on the subject property.
- d) Existing trees and shrubs at current height and proposed trees and shrubs at proposed height at time of installation, with approximate elevations dimensioned.
- e) Grade changes, or cuts and fills, to be shown as original grade and new grade line, with two-foot contours above mean sea level.

### 12.4.15.6 Design Filing Requirements

- 1) Equipment brochures for the proposed PWSF such as manufacturer's specifications or trade journal reprints shall be provided for the antennas, mounts, equipment shelters, cables as well as cable runs, and security barrier, if any.
- 2) Materials of the proposed PWSF specified by generic type and specific treatment (e.g., anodized aluminum, stained wood, painted fiberglass, etc.). These shall be provided for the antennas, mounts, equipment shelters, cables as well as cable runs, and security barrier, if any.
- 3) Colors of the proposed PWSF represented by a color board showing actual colors proposed. Colors shall be provided for the antennas, mounts, equipment shelters, cables as well as cable runs, and security barrier, if any.
- 4) Dimensions of the PWSF specified for all three directions: height, width and breadth. These shall be provided for the antennas, mounts, equipment shelters and security barrier, if any.
- 5) Appearance shown by at least two photographic superimpositions of the PWSF within the subject property. The photographic superimpositions shall be provided for the antennas, mounts, equipment shelters, cables as well as cable runs, and security barrier, if any, for the total height, width and breadth.
- 6) Landscape plan including existing trees and shrubs and those proposed to be added, identified by size of specimen at installation and species.
- 7) Within 30 days of the pre-application conference, or within 21 days of filing an application for a Special permit, the applicant shall arrange for a balloon or crane test at the proposed site to illustrate the height of the proposed facility. The date, time and location of such test shall be advertised in a newspaper of general circulation in the Town at least 14 days, but not more than 21 days prior to the test.
- 8) If lighting of the site is proposed, the applicant shall submit a manufacturer's computer-generated point-to-point printout, indicating the horizontal footcandle levels at grade, within the property to be developed and twenty-five (25) feet beyond the property lines. The printout shall indicate the locations and types of luminaires proposed.

### 12.4.15.7 Noise Filing Requirements

The applicant shall provide a statement listing the existing and maximum future projected measurements of noise from the proposed PWSFs, measured in decibels Ldn (logarithmic scale, accounting for greater sensitivity at night), for the following:

- 1) Existing, or ambient: the measurements of existing noise.
- 2) Existing plus proposed PWSFs: maximum estimate of noise from the proposed PWSF plus the existing noise environment.
- 3) Such statement shall be certified and signed by an acoustical engineer, stating that noise measurements are accurate and meet the Noise Standards of this By-Law.

# The Zoning By-Laws of the Town of Wenham

## 12.4.15.8 Radiofrequency Radiation (RFR) Filing Requirements

The applicant shall provide a statement listing the existing and maximum future projected measurements of RFR from the proposed PWSF, for the following situations:

- 1) Existing, or ambient: the measurements of existing RFR.
- 2) Existing plus proposed PWSFs: maximum estimate of RFR from the proposed PWSF plus the existing RFR environment.
- 3) Certification signed by a RF engineer, stating that RFR measurements are accurate and meet FCC Guidelines as specified in the Radiofrequency Radiation Standards sub-section of this By-Law.

## 12.4.16 Co-location

Licensed carriers shall share PWSFs and sites where feasible and appropriate, thereby reducing the number of PWSFs that are stand-alone facilities. All applicants for a special permit for a PWSF shall demonstrate a good faith effort to co-locate with other carriers. Such good faith effort includes:

- 1) A survey of all existing structures that may be feasible sites for co-locating PWSFs;
- 2) Contact with all the other licensed carriers for commercial mobile radio services operating in the County; and
- 3) Sharing information necessary to determine if co-location is feasible under the design configuration most accommodating to co-location.

In the event that co-location is found to be not feasible, a written statement of the reasons for the infeasibility shall be submitted to the SPGA. The SPGA may retain a technical expert in the field of RF engineering to verify if co-location at the site is not feasible or is feasible given the design configuration most accommodating to co-location. The cost for such a technical expert will be at the expense of the applicant. The SPGA may deny a Special permit to an applicant that has not demonstrated a good faith effort to provide for co-location. If the applicant does intend to co-locate or to permit co-location, the SPGA shall request drawings and studies which show the ultimate appearance and operation of the PWSF at full build-out. If the SPGA approves co-location for a PWSF site, the special permit shall indicate how many facilities of what type shall be permitted on that site. Facilities specified in the Special permit approval shall require no further zoning approval. However, the addition of any facilities not specified in the approved Special permit shall require a new Special permit. Estimates of RFR emissions will be required for all facilities, including proposed and future facilities.

## 12.4.17 Modifications

A modification of a PWSF may be considered equivalent to an application for a new PWSF and will require a Special permit when the applicant and/or co-applicant wants to alter the terms of the Special permit by changing the PWSF in one or more of the following ways:

- 1) Change in the number of facilities permitted on the site;
- 2) Change in technology used for the PWSF;
- 3) The applicant and/or co-applicant wants to add any equipment or additional height not specified in the original design filing.

# The Zoning By-Laws of the Town of Wenham

## **12.4.18 Monitoring and Maintenance**

After the PWSF is operational, the applicant shall submit, within 90 days of beginning operations, and at annual intervals from the date of issuance of the Special Permit, existing measurements of RFR from the PWSF. Such measurements shall be signed and certified by a RF engineer, stating that RFR measurements are accurate and meet FCC Guidelines as specified in the Radiofrequency Standards section of this By-Law.

After the PWSF is operational, the applicant shall submit, within 90 days of the issuance of the Special permit, and at annual intervals from the date of issuance of the special permit, existing measurements of noise from the PWSF. Such measurements shall be signed by an acoustical engineer, stating that noise measurements are accurate and meet the Noise Standards sub-section of this By-Law. The applicant and co-applicant shall maintain the entire PWSF in good condition. Such maintenance shall include, but shall not be limited to, painting, structural integrity of the mount and security barrier, and maintenance of the buffer areas and landscaping.

## **12.4.19 Abandonment or Discontinuance of Use**

At such time that a licensed carrier plans to abandon or discontinue operation of a PWSF, such carrier will notify the SPGA by certified U.S. mail of the proposed date of abandonment or discontinuance of operations. Such notice shall be given no less than 60 days prior to abandonment or discontinuance of operations. In the event that a licensed carrier fails to give such notice, the PWSF shall be considered abandoned upon such discontinuance of operations.

Upon abandonment or discontinuance of use, the carrier shall physically remove the PWSF within 90 days from the date of abandonment or discontinuation of use. "Physically remove" shall include, but not be limited to: Removal of antennas, mount, equipment shelters and security barriers from the subject property; Proper disposal of the waste materials from the site in accordance with local and state solid waste disposal regulations; and Restoring the location of the PWSF to its natural condition, except that any landscaping and grading shall remain in the after-condition. If a carrier fails to remove a PWSF in accordance with this section of this By-Law, the Town shall have the authority to enter the subject property and physically remove the facility. The Planning Board shall require the applicant to post a bond at the time of construction to cover costs for the removal of the PWSF in the event the Town must remove the facility.

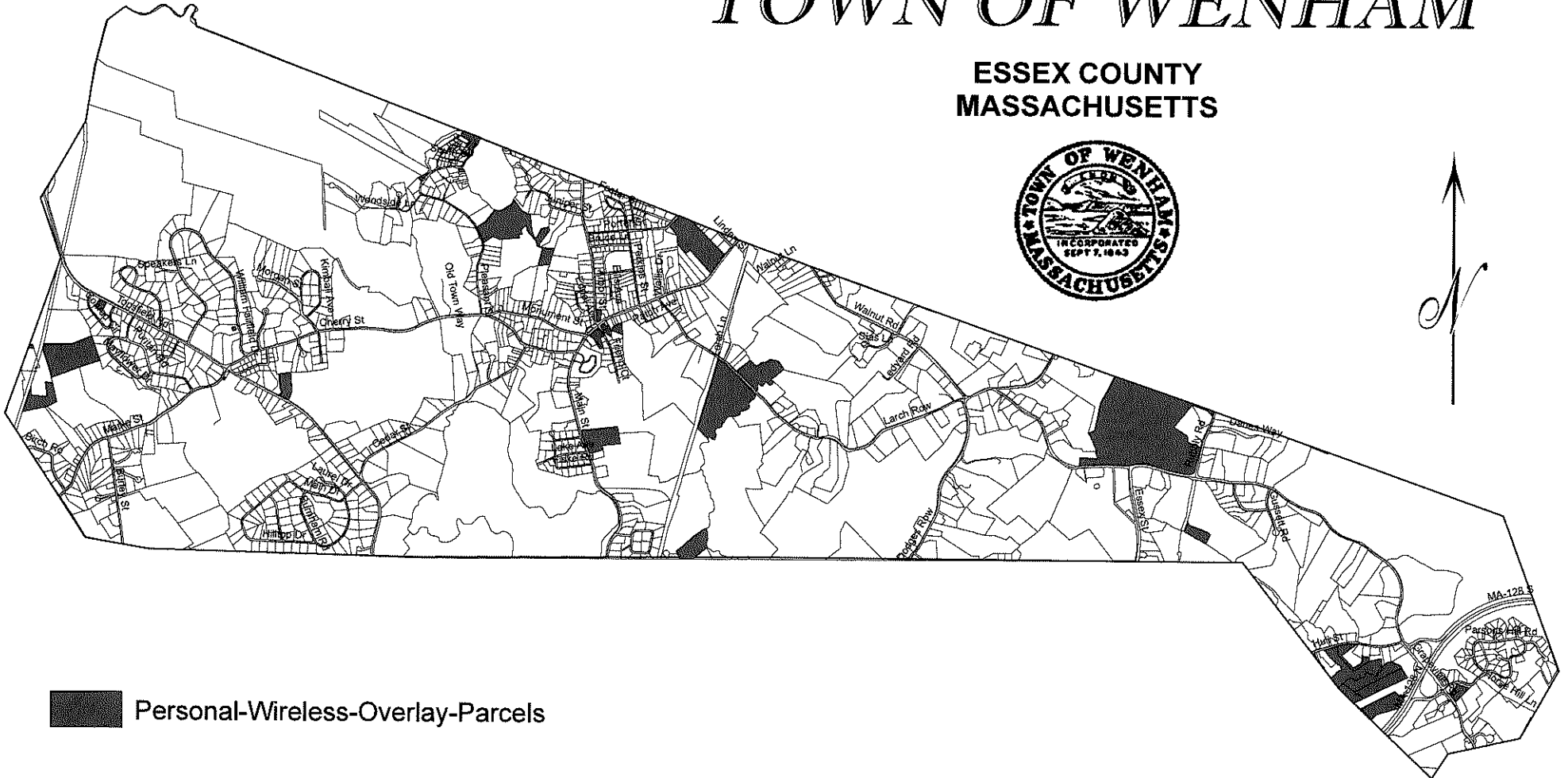
## **12.4.20 Construction or Replacement of Existing Towers and Monopoles**

Except as otherwise allowed herein, guyed towers, lattice towers, utility towers and monopoles in existence at the time of adoption of this By-Law may be reconstructed, altered, extended or replaced on the same site by Special Permit, provided that the Planning Board finds that such reconstruction, alteration, extension or replacement will not be substantially more detrimental to the neighborhood and/or the Town than the existing structure. In making such a determination, the Planning Board shall consider whether the proposed reconstruction, alteration, extension, or replacement will create public benefits such as opportunities for co-location, improvements in public safety, and/or reduction in visual and environmental impacts. No reconstruction, alteration, extension, or replacement shall exceed the height of the existing facility by more than twenty (20) feet.



# TOWN OF WENHAM

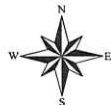
ESSEX COUNTY  
MASSACHUSETTS



 Personal-Wireless-Overlay-Parcels

## APPENDIX B PERSONAL WIRELESS OVERLAY PARCELS

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# Iron Rail Potential Cell Tower Site

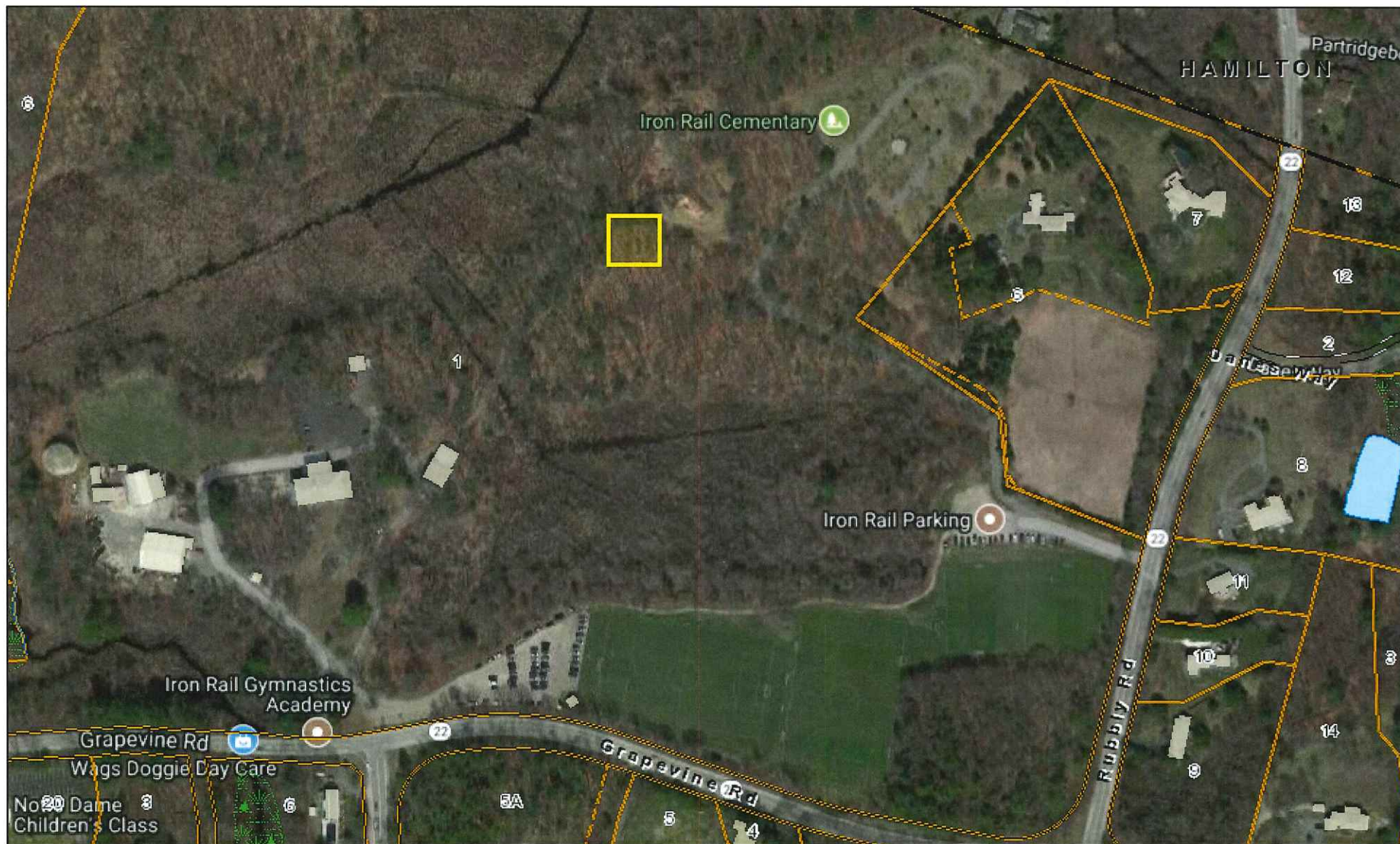
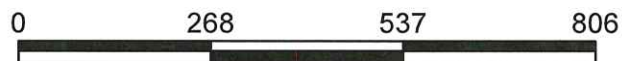
Wenham, MA



May 3, 2018

1 inch = 268 Feet

www.cai-tech.com



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# Iron Rail Potential Cell Tower Site

Wenham, MA



May 3, 2018

1 inch = 67 Feet

[www.cai-tech.com](http://www.cai-tech.com)



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# Iron Rail Potential Cell Tower Site

Wenham, MA



May 3, 2018

1 inch = 268 Feet

[www.cai-tech.com](http://www.cai-tech.com)



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

# BOARD OF SELECTMEN MEETING

*July 24, 2018*

## NEW BUSINESS

### C.

#### **Initial Review of and Feedback on Final Draft of Open Space and Recreation Plan**

*Lynn Duncan, The Ciccolo Group*

*Asma Syed, Open Space and Recreation Committee Chair &  
Margaret Hoffman, Planning Coordinator*

- Town of Wenham Open Space and Recreation Plan Update, August 2018
- Parcel Ranking Matrix, The Ciccolo Group, LLC
- Open Space and Recreation Plan Presentation, The Ciccolo Group, LLC, May 22, 2018

Town of Wenham  
Open Space and Recreation Plan Update  
August 2018

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## Appendices

- A. Salem News Op-Ed; Hamilton-Wenham Chronicle Op-Ed; Hamilton-Wenham Chronicle article on second Public Forum
- B. Wenham Open Space and Recreation Community Survey Results
- C. Natural Heritage & Endangered Species Program (NHESP) Fact Sheets
  - a. Level Bog
  - b. Blue-spotted Salamander
  - c. Northern Leopard Frog
- D. Letter from Lynn Harper, Habitat Protection Specialist, NHESP, with attachment “BioMap2”
- E. Memo dated February 27, 2018 regarding discussions with Greenbelt and The Trustees of Reservations
- F. Parcel Ranking Matrix and Instructions
- G. ADA Access Self-Evaluation

## Section 1 – Plan Summary

This Open Space and Recreation Plan is the first update since the Town's 2001 Plan. However, the "Recreation Master Plan Report, Towns of Hamilton and Wenham, MA", prepared by Gale Associates, Inc. in 2012, provides more recent information on recreational needs and recommendations.

The Town's overall vision is an open space and recreation system that provides and maintains open space and recreational facilities that meet the needs of its residents for both active and passive uses; protects its environmental and historic resources; and maintains the Town's rural character.

This vision, the goals and objectives, and action plan were developed based on community input from two public forums, a community-wide survey, committee meetings at strategic points in the process, and a Committee charrette.

The goals to achieve the overall vision are:

1. To protect the Town's natural resources and open space areas that contribute to passive recreational enjoyment (i.e. walking/hiking, scenic views, picnicking, wildlife observation, etc.), drinking water supply, high value core wildlife and plant habitat, agricultural and forestry use, and rural and historical character.
2. To improve trail networks, cycling paths/lanes, and sidewalks to provide recreational opportunities for activities such as walking, running, hiking, cycling, and wildlife observation.
3. To provide and maintain facilities and resources for active recreation and opportunities for all residents.
4. To sustain the Town's commitment to carrying out this plan.

The Plan updates demographics, current land use, proposed developments, environmental inventory, and inventory of lands of conservation and recreation interest to reflect any changes since 2001; and documents the Town's open space and recreation needs. The seven-year action plan is an overall program to address these needs and achieve the established goals.

While there are many important actions identified, four priority recommendations are highlighted:

1. Evaluate the parcels of land classified under the Chapter 61 program for potential future acquisition. [Chapter 61 is a State law that allows privately-owned properties used for recreation, agriculture, or forestry to receive reduced tax assessments from the municipality. In exchange, this classification gives the Town the right of first refusal if the property is being sold for a different use.] In order to evaluate and prioritize these Chapter 61 parcels, the Plan includes an evaluation system developed as part of the planning process. The purpose of the evaluation system is to help the Town make informed, timely decisions, such as whether to accept or decline the purchase of Chapter 61 land, based on

thorough, objective criteria and community values.

2. Develop a right-of-first-refusal policy and procedure for the Town to be poised to act quickly on Chapter 61 parcels as part of an acquisition strategy.
3. Consider the establishment of a funding source for land acquisition to enable the Town to purchase land in a timely manner when it becomes available, especially in regard to Chapter Land parcels.
4. Coordinate with Greenbelt, Essex County's Land Trust, and Essex County Trail Association on open space protection strategies and trail management respectively.

## Section 2 – Introduction

### A. Statement of Purpose

The purpose of this plan is to provide a document that will guide the Town on policy and decisions involving open space and recreation. The Plan is a critical tool for creating an inventory of a community's protected land and water areas and for identifying undeveloped parcels. It is a blueprint for progress; it establishes priorities and identifies actions over a seven-year period. Further, as the Town looks toward achieving Municipal Vulnerability Preparedness (MVP) Program community designation this coming year, it is important to note the direct relationship of preservation of open space and the mitigation of climate impacts.

The most recent Open Space and Recreation Plan was approved in 2001 by the Division of Conservation Services in the Massachusetts Executive Office of Environmental Affairs. It was prepared by an appointed Open Space Committee under the aegis of the Conservation Commission. There was an initiative in 2013 that made progress but did not result in a completed plan. The Hamilton-Wenham Recreation Department engaged Gale Associates to assist the joint Department with the development of a recreation facilities needs assessment and master plan. This report, "Recreation Master Plan Report, Towns of Hamilton and Wenham, MA" was completed in 2012 and provides background and guidance for this Plan.

The Town does have a history of open space planning. The Wenham Conservation Commission first published open space and conservation goals in the form of a multi-page brochure in 1973. This was followed by the "Open Space Study" in 1977 and an "Open Space and Recreation Plan" in 1986, both of which were approved by the Division of Conservation Services in the Massachusetts Executive Office of Environmental Affairs. In 1989, the ad hoc Open Space and Housing Study Committee published "Guiding Growth for Tomorrow" in two volumes: "Wenham's Landscape" and "Final Report and Recommendations".

### B. Planning Process and Public Participation

The planning process began with the approval of funding at the 2017 Annual Town Meeting. The Planning Coordinator worked with the 6-member Open Space and Recreation Committee, which consists of representatives from the Conservation Commission, Planning Board, Water Commission, and Community Preservation Committee to move this plan forward. Following an RFP process and interviews, the Open Space and Recreation Committee (OSRC) selected The Ciccolo Group, LLC as their consultant. The kickoff meeting with the OSRC and the Economic Development Committee (EDC) was held in September, 2017 and was attended by members of the Board of Selectmen. A member of both the EDC and Recreation Commission volunteered to serve as liaison to the OSRC.

Members of the OSRC included:

Chris Gajeski, Chair (resigned May, 2018)  
Asma Syed, Vice Chair (Conservation Commission)  
Bill Wilson  
Ann Weeks (Planning Board)  
Ernest Ashley (Water Commission)  
Tom Starr (Community Preservation Committee)  
Len Dolan – Recreation Commission Liaison  
Norman Tarr – EDC Liaison

Margaret Hoffman, Planning Coordinator, staffed the OSRC.

The outreach and public participation included:

1. An Op-Ed prepared by the OSRC and the consultant was published in both the Salem News and the Hamilton Wenham Chronicle (see Appendix A) with the goal of launching the community outreach process.
2. A Community-wide Forum was held in early November after being advertised through an extensive email distribution list prepared by the Planning Coordinator, including all boards and commissions, and local organizations, including Library Trustees, Council on Aging, First Church, Mother's Club, Rotary, League of Women Voters, Hamilton-Wenham Youth Soccer Association, Hamilton-Wenham Little League, Boy Scouts, Girl Scouts, Wenham Village Improvement Society, Garden Club, Community House, Friends of Buker, Pingree Park Playground Committee, Friends of the Arts, Wenham Museum, and Wenham Tea House.
3. Flyers were placed at Town Hall, the Library, the Council on Aging, and local businesses, and sent to The Salem News, Hamilton-Wenham Chronicle, and the North Shore section of the Sunday Boston Globe. The Forum was well-attended with lively discussions on needs and opportunities, priorities, how to increase connectivity of resources, and how to increase use of existing resources. A reporter from the Hamilton-Wenham Chronicle attended the event and an article about the Forum appeared in the next edition.
4. A community-wide on-line and paper survey was launched on November 2, 2017 (see Appendix B for results). It was marketed through the same extensive email distribution lists as the Forum, the local paper, and social media, and its availability announced at the Forum. The Superintendent of the Hamilton-Wenham Regional School District also sent an email to all Wenham parents in the School District's database regarding the survey in an effort to expand outreach.
5. The OSRC meetings were held at strategic points in the process and were open to the public. A hands-on working meeting was held in the form of a charrette to brainstorm with the Committee.
6. The Ciccolo Group posted the survey link and color image of the survey flyer to their Facebook page and tagged the following FB pages/groups in order to encourage cross pollination with their followers: Wenham Town Clerk, Hamilton-Wenham Recreation

Department, Town of Wenham, Hamilton-Wenham Public Library, Hamilton-Wenham Public Library Children's Room, Hamilton-Wenham Public Library Young Adult, The Friends of the Hamilton-Wenham Public Library, Hamilton-Wenham Chronicle, Wenham Museum, Wenham Tea House, Wenham Fire Department, Wenham Police Department, Wenham Country Club, Wenham Lake, Hamilton-Wenham Regional High School, Hamilton-Wenham Patch, League of Women Voters of Hamilton-Wenham, MA, North Shore Patch, Wicked Local North of Boston, The Salem News, Essex County Trail Association (ECTA), Essex National Heritage Area, and HWLL - Hamilton Wenham Little League South Hamilton, Massachusetts.

2. A second community-wide Forum in May 2018 was extensively advertised in the same manner as the first Forum. The purpose was to share information and provide an opportunity for additional input. The consultant updated the community on what was learned during the course of the project, including the results of the community survey, proposed goals and objectives, how they reflect the values of the community, and the plan recommendations. The maps showing regional context, zoning, soils and geological features, water resources, open space inventory, and unique features were displayed for public viewing and referenced during the presentation. (See Appendix A for media coverage.)
3. The Committee also posted the draft narrative on the Town's website for additional public review and comment.



## Section 3 - Community Setting

### *A. Regional Context*

Wenham is situated inland twenty-one miles north-northeast of Boston. The Town is long and narrow, measuring nearly six miles from east to west and ranging from three-quarters to two-and-a-half miles wide north to south. Wenham is bordered by Beverly to the south, Danvers and Topsfield to the west, Hamilton to the north, and Beverly and Manchester-by-the-Sea to the east (see Regional Context - Required Map 1). The MBTA commuter rail line, Interstate Route 128, and Routes 1, 1A, 97, and 22 link Wenham to Boston and other cities and towns within the region.

The location of the Town near Boston and the coast, its rail and roadway commuter links, its well-regarded school system, and its small town, rural character make Wenham a highly desirable residential community. In recent decades, Wenham has gradually changed from a community of local business people, town employees, estate owners and their employees, to one of professionals who, for the most part, commute to workplaces outside of town. With this shift, the community has experienced increased demand for high-quality public education and recreational facilities. The Town has generally managed to grow at a comfortable pace and still contains a significant amount of undeveloped land. The growth rate has been moderated by the abundance of wetlands and ledge outcroppings, continued family ownership of large estates, acquisition of land for water supply protection and conservation, the absence of a public sewage disposal system, and the Zoning Bylaw.

Wenham is located within the Ipswich River Watershed and plays a significant role within the region in terms of watershed and aquifer protection. Nearly 40% of Wenham is comprised of water bodies and wetlands, including the Ipswich River, Miles River, Wenham Lake, Longham Reservoir, Coy Pond, Pleasant Pond and the Salem-Beverly Waterway Canal, which is fed by the Ipswich River. The most significant wetland is the Great Wenham Swamp adjacent to the Ipswich River in the northwest corner of town because it serves as the primary recharge source for the water supply wells in Wenham and Hamilton. Longham Reservoir, Wenham Lake, and the Canal are used by the Salem-Beverly Water Supply Board (SBWSB) to provide drinking water to Salem and Beverly. The City of Beverly provides water to Gordon College and some houses in eastern Wenham. The watershed for the water supply for the Town of Manchester-by-the-Sea includes the entire Coy Pond watershed in the eastern end of town. This watershed also feeds Round Pond, Chebacco Lake, Alewife Brook, and the Essex River, which are all important water resources in Hamilton and Essex.

Several major conservation areas, including Long Hill, J.C. Phillips Nature Preserve, and the Ipswich River Wildlife Sanctuary straddle Town boundaries with Beverly and Topsfield. The Wenham Rail Trail completed 2010-2011 off Route 97 connects Wenham to the Danvers Rail Trail and the Topsfield Linear Common Trail. The goal is to connect to an increasingly large trail network to eventually link towns in the Boston area and along the entire East coast. The pathway along the Salem-Beverly Canal connects at its northern end to the Topsfield Linear Common Trail and connects to Cherry Street in Wenham at its southern end.

Wenham is linked with neighboring communities in a number of other ways. The Town shares a joint school system, a joint recreation department and facilities, a public swimming beach, youth recreational leagues, and a library with the Town of Hamilton. Equestrian trail networks link many of the larger estates in Wenham with each other and with trails in abutting towns, including the Myopia Hunt Club in Hamilton. Beverly Municipal Airport covers land within Wenham, Beverly, and Danvers, and includes undeveloped land around its perimeter. Public access is barred for safety reasons, but the land does provide wildlife habitat. Several farms remain in Wenham and provide food for the region. One golf course also serves the region. The Gordon College campus, the Ledyard Farm Equestrian Center, and several tenants at the Town's Iron Rail property are private organizations that provide open space and recreational opportunities. There are significant open space resources in neighboring communities used by Wenham residents, including trails at Myopia Schooling Fields, Chebacco Woods, and Appleton Farms in Hamilton; cross country skiing, walking, and mountain biking trails at Bradley Palmer State Park and Willowdale Mill Reservation in Hamilton and Topsfield; and trails for hiking and wildlife observation at Ipswich River Wildlife Sanctuary in Wenham and Ipswich.

In 2010 the Metropolitan Area Planning Council (MAPC) worked with Wenham, Hamilton, Ipswich, Beverly, Danvers, and Salem to identify regional priority areas for development and open space protection. The Regional Priority Development and Preservation Areas Map is the result of this planning project and shows the consistency of existing and proposed land use at Wenham's borders with its neighboring communities (see Regional Priority Development and Preservation Areas Map.) Land adjacent to Route 128 (Route 128 Boulder Lane and Wenham Border Industrial Land) is proposed for development and is adjacent to land identified as a development area in Beverly. The other shared development area identified is on the border with Hamilton and is the area by the Commuter Rail Station. The parking lot is partially located within Wenham. The areas identified for preservation are substantially consistent with the recommendations of this plan, including the following Chapter 61 parcels: Canaan Farm (now Tendercrop Farm), Angelini Farm, Streeter Farm, Burnett Farm, Wenham Country Club and Golf Course, and the Lakeview Golf Course. However, a flexible development subdivision has been approved for the Lakeview Golf Course and the sale is currently pending. As part of the approval, approximately 26 acres of the total approximate 30-acre parcel will have a

conservation restriction, thereby achieving many of the goals of this plan. Two additional parcels were recommended for preservation: (1) the parcel adjacent to Pleasant Pond, which is still owned by the non-profit, Foundation for Continuing Education, and (2) the parcel formerly known as the "Remington parcel" located near Pleasant Pond. Both of these parcels are identified as parcels of conservation interest in this plan.

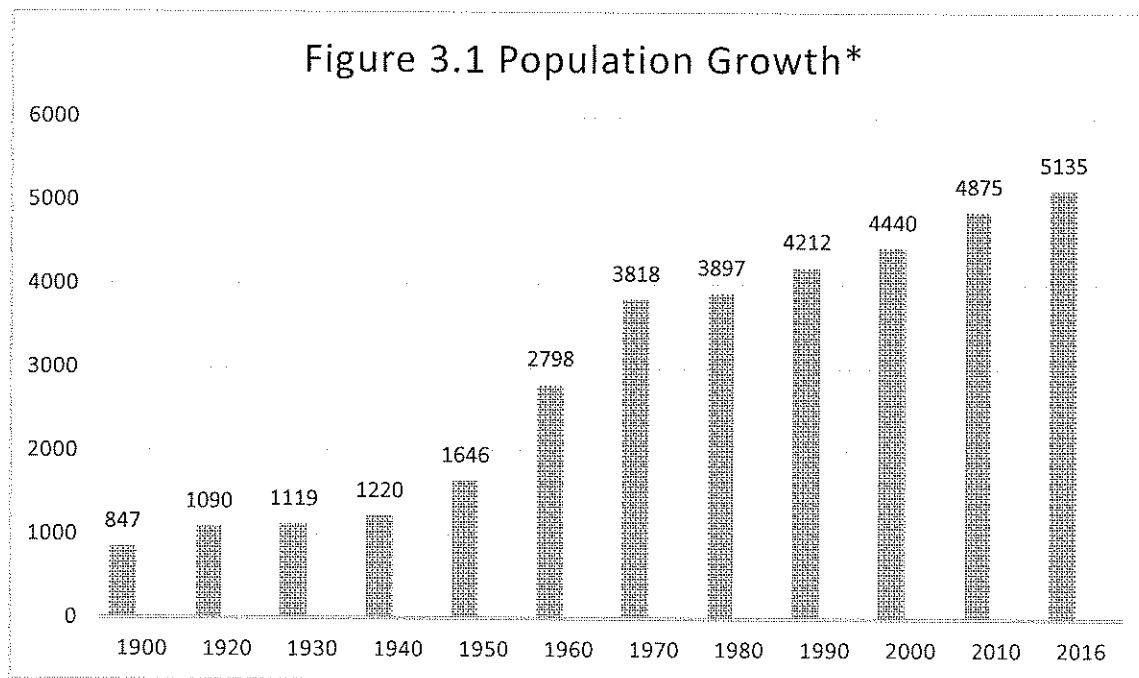
### *B. History of the Community*

The first European settlement took place in the Wenham Lake area around 1635. Originally part of Salem Plantation, the Town was incorporated in 1643 with its first meetinghouse by 1641. Principal transportation routes were in place by the mid-17th century: Bay Road (Route 1A) to Beverly and Topsfield Road. The population was essentially stable until 1730. From early colonial times through the nineteenth century, Wenham was primarily an agricultural community. Economic mainstays were agriculture and husbandry.

A period of growth began in the early 19th century. The 18th century core at Cherry Street and Larch Row attracted limited institutional building and modest residential construction. Elite dwellings were drawn to 1A. Drastic change accompanied the mid-19th century arrival of the eastern railroad. The leather industry was established, a period of major institutional building began in the Common and Route 1A vicinity, and commercial activities began to cluster along the 1A corridor. In the mid-1800s, an ice industry developed on the shore of Wenham Lake. Ice from this crystal-clear lake was prized throughout the country, as well as in Europe. Agriculture remained the Town's most important economic mainstay, supplemented by shoe manufacturing and the ice industry.

With the opening of streetcar connections to Hamilton in the north and Beverly to the south in the late 1880s, Wenham's commercial and manufacturing sectors faded as they were unable to compete with those in the adjacent towns. Wenham began to evolve into a primarily residential community. Shoe manufacturing moved to Lynn and other communities, the ice business declined with the advent of modern refrigeration, commerce declined, and agriculture changed from being focused on grains and meats to dairy products and vegetables that were needed in the adjacent urban communities. Today's commuting patterns began at this time with increasing numbers of Wenham residents traveling to adjacent towns for employment opportunities. Residential construction increased along the prestigious Route 1A corridor with scattered and more modest building along the Town's rural roads.

At the same time, wealthy families discovered the beauty of Wenham and its proximity to Boston. Many large agricultural properties were converted to country estates and linked with carriage roads and equestrian trails. From 1850 to 1900 the population actually declined from 977 persons to 847, but then increased to 1,090 by 1920. The impending construction of Route 128 in the 1940s spurred residential building. Modest dwellings encircled the historic core at Cherry Street near 1A and throughout the rural community, occupying much of the earlier agricultural land.



**TABLE 3.1 Population Growth\***

Year	Total	Percentage Growth
1900	847	
1920	1090	28.7% (over 20 years)
1930	1119	2.6%
1940	1220	9.0%
1950	1646	34.9%
1960	2798	70.0%
1970	3818	26.7%
1980	3897	2.1%
1990	4212	8.1%
2000	4440	5.4%
2010	4875	9.8%
2016	5135	5.3% (over 6 years)

\*Sources: 2001 Wenham Open Space and Recreation Plan; U.S. Census; American Community Survey (ACS), December 2017 (most recent data)

### C. Population Characteristics

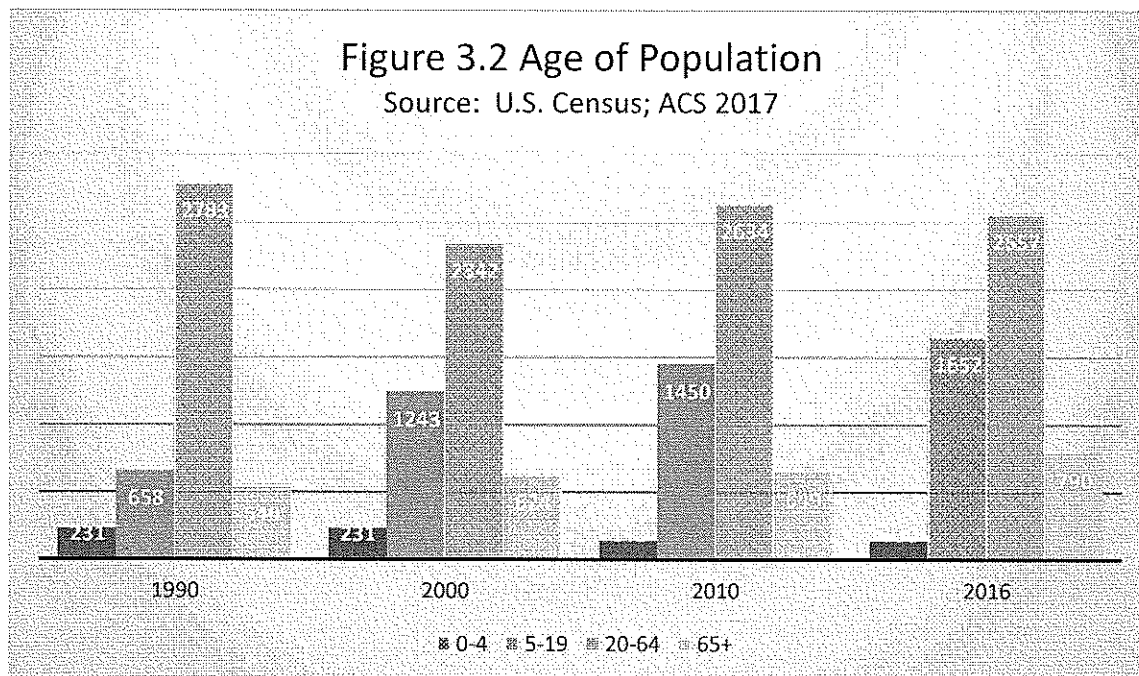
Trends - Like many rural communities, Wenham's population grew slowly during the first half of the twentieth century, and then experienced rapid growth during the "baby

boom" of the 1950s through 1960s, and even into the 1970s. During this period, the Town became more suburban as fields and forests were subdivided for residential use. During the 1980/90s, the Town experienced a "baby boomlet", which led to construction of a new middle school, new playing fields, and other facilities for children. Between 1990 and 2000, the Town grew at a more modest rate of 5.4%, but the population continues to grow, increasing by almost 10% from 2000 to 2016.

As shown in Table 3.2 and Figure 3.2 below, while the percentage of very young children is smaller, the percentage of the population aged 5-19 years continues to grow as the Town remains a highly desirable community for families with school-aged children due to the school system's excellent reputation. This results in a high demand for recreational facilities. This age group also reflects students living at Gordon College and other group quarters, which totaled 1,253 persons in 2010. It is also worth noting that the percentage of the population aged 65+ is increasing, which leads to a demand for more passive recreation, such as trails and walking paths. From 2000 to 2010 this can be attributed to some degree to the 24 units of 55+ housing at The Boulders, which was completed in 2007.

TABLE 3.2 Age of Population 1990-2016  
(Source: U.S. Census; ACS 2017)

Age	1990		2000		2010		2016	
	#	%	#	%	#	%	#	%
0-4	(0-5) 231	5.5	231	5.2	142	2.9	136	2.6
5-19	(5-18) 658	15.6	1243	28.0	1450	29.7	1652	32.2
20-64	(18-65) 2783	66.1	2342	52.8	2634	54.0	2557	49.8
65+	540	12.8	624	14.1	649	13.3	790	15.4
Total	4,212		4,440		4,875		5,135	



The Metropolitan Area Regional Planning Council (MAPC) projected population growth for its 101 cities and towns in January, 2014 based upon two different scenarios – “status quo” and “stronger region”. Each scenario reflects different assumptions about key trends. The “Status Quo” scenario is based on the continuation of existing rates of births, deaths, migration, and housing occupancy. Alternatively, the “Stronger Region” scenario explores how changing trends could result in higher population growth, greater housing demand, and a substantially larger workforce. However, you can see by Table 3.3 below, that Wenham’s population was estimated to decrease under both scenarios, while, in actuality, it has increased since 2010 (see Table 3.2 above).

Table 3.3 MAPC Projections

	2010 Census	2020 (est.) Status Quo	2020 (est.) Stronger Region	2030 (est.) Status Quo	2030 (est.) Stronger region
Total Population	4,875	4,552	4,633	4,336	4,446
Households	3,622	3,302	3,383	3,087	3,196
Group Quarters	1,253	1,250	1,250	1,249	1,249



Population density - The Town still retains its rural character, with active farms, wood lots, equestrian centers, protected open space, and large private estates located in all parts of town. Population density is low; in 2016 it was 628 persons per square mile compared with a population density in Essex County of 929 persons per square mile and 814 persons per square mile in Massachusetts.

TABLE 3.4 Population Density  
(Source: ACS 2017)

	Population	Land Area in sq. mi.	Density per sq. mi.
Wenham	5,135	8.18	628
Essex County	769,362	828	929
Massachusetts	6,742,143	8,284	814

Family Income – Wenham has a higher median household income, significantly smaller percentage of households living below the poverty level, lower unemployment rate, and higher educational attainment in comparison with Essex County and Massachusetts as a whole. See Figures 3.3 and 3.4, and Table 3.5 below.

Figure 3.3 Median Household Income  
(Source ACS 2017)

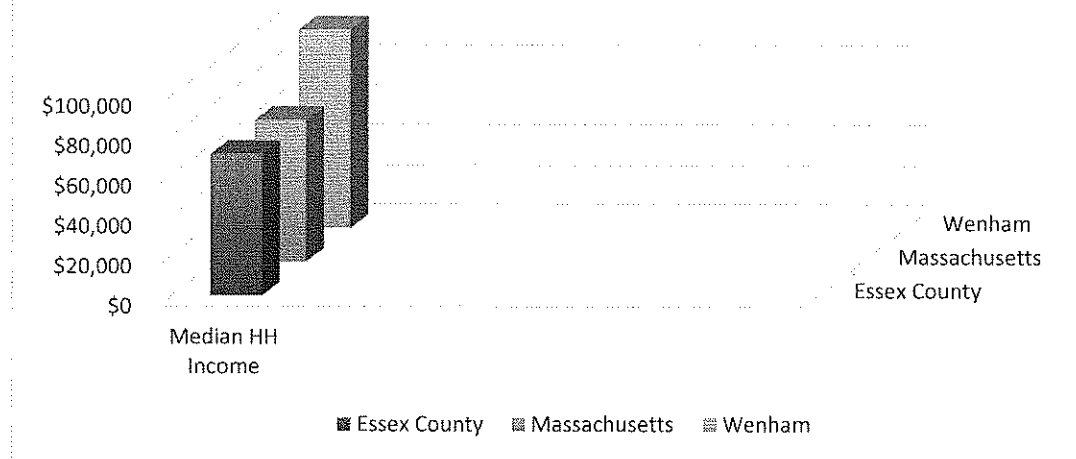
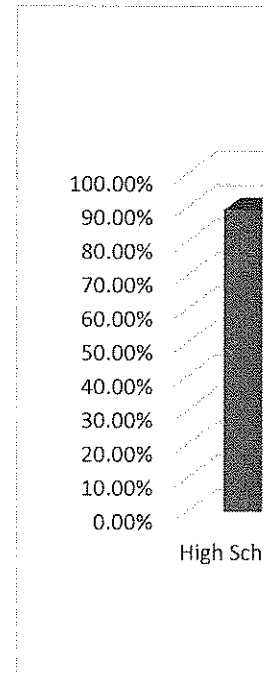


TABLE 3.5 Demographics  
(Source: ACS 2017)

	Wenham	Essex County	Massachusetts
Median Household Income	\$99,375	\$70,886	\$70,954
HHs Living Below Poverty	1.6%	8.4%	8.0%
Unemployment Rate	3.9%	7.0%	6.8%
High School Graduate	99.2%	89.3%	90.1%
Bachelor's Degree or Higher	67.2%	38.0%	41.2%



Improved Recreational Facilities - The "Recreation Master Plan Report" was completed in 2012 for the Towns of Wenham and Hamilton. Based on recommendations in that report, recreational facilities were significantly improved through the joint efforts of the Town of Wenham and the Town of Hamilton, which share a Recreation Department. The Hamilton-Wenham pool received a major upgrade, including ADA accessibility, and just reopened in the summer, 2017. Improvements were made to Patton Park, including improved courts, new playground structures, and new dugouts. A new playground has recently been installed in Pingree Park and the bathrooms have been upgraded, including ADA accessibility. Major improvements to the Regional High School athletic facilities have been designed and permitted by both the Planning Board and Conservation Commission. The project includes replacement of the existing football field and surrounding track, turf for one of the back baseball and soccer fields, and lighting for fields, but is not yet funded. These improvements are considered the first phase of a larger project, which would include new bleachers and a concession stand among other features. Facilities used significantly more often than others are the Pool, Patton Park, and the High School.

Employment –There are no major employers located in Town. A former advertising agency with a significant number of employees left Wenham to relocate in Boston. The site is now the Home of The Academy at Penguin Hall, an all-girls preparatory high school. It is unlikely that any new industries will move into Town given its zoning, lack of suitable land, lack of sewer, and limited highway access. According to the U.S. Census, there were 74 business establishments in Wenham with 1,300 paid employees in 2010. The Metropolitan Regional Planning Council (MAPC) produced employment projections for its long-range transportation plan, 2015. Those projections indicate estimated growth of only 132 jobs in Wenham between 2010 and 2040. However, according to the U.S. Census, there were 77 business establishments in 2015 with 1,829 paid employees, indicating that there has been an increase of 529 employees since 2010, exceeding MAPC projections.

Agriculture still plays an important role in the Town and the continued use of land for this purpose is strongly supported by the community as evidenced by the lease of Town-owned land to The Food project, a non-profit agency.

#### D. Growth and Development Patterns

##### 1. Patterns and Trends

As described in subsection B above, the Town has grown from its agricultural roots through a period of turn-of-the-century estates into the more rapid residential subdivision growth of recent decades. This is largely due to improved commuter transportation facilities, as Wenham residents have easy access to Boston via commuter rail in the adjacent Town of Hamilton.

Wenham remains a predominantly residential community with limited commercial enterprise, and one small industry, a specialty machine shop. There are small professional offices and a few stores clustered around the town center, two retail shops in the western section of Wenham, and another small commercial center with a variety of businesses at the north end of Route 1A adjacent to the larger commercial district in the center of Hamilton. The only filling station in town is on the Hamilton border, and there is no grocery store, bank, or dry cleaner. Wenham residents rely heavily on neighboring communities for goods and services.

Many of the country estates have evolved into residential and educational use, including Gordon College, The Academy at Penguin Hall, Ledyard Farm, the Iron Rail, and a number of residential subdivisions. Some remain as private estates. Among these, several are protected with conservation restrictions, or have agricultural or forestry tax classifications. A few have been acquired by private land trusts for public conservation land, including Mass Audubon Cedar Pond Sanctuary, Long Hill, the Ipswich River Wildlife Sanctuary, and the Mass Audubon Endicott Regional Center.

Despite these changes in land use, Wenham's rural heritage has remained visible in its stone walls, open meadows, farmhouses and outbuildings, and tree-lined streets. However, growth pressures for additional residential units could impact open space and recreation, as well as Town character.

## 2. Infrastructure

### a. Transportation system

The primary mode of transportation in Wenham is by automobile. There is no bus service within or through the town. The MBTA station on the Hamilton-Wenham border on Route 1A provides commuter rail service from Boston to Newburyport and points in between with 194 associated parking spaces.

Beverly Municipal Airport provides aerial access to Beverly and the North Shore region for private, business, and corporate aircraft.

Major roadways include Route 1A (Main Street), Route 97 (Topsfield Road), Route 22 (Essex Street/Rubbly Road), and Interstate Route 128. Routes 1 and I-95 are a short distance from Route 97 beyond the western end of Town. Routes 1A and 97 run north and south. Route 1A is the more heavily travelled as it provides a major connection from Route 128 through North Beverly into Wenham, Hamilton, Ipswich, and points north. Route 1A carries a heavy flow of commuter and business traffic, but is still relatively scenic in Wenham, where it is bordered by Wenham Lake, a golf course, the Town cemetery, a farm, and the Town's Historic District. Route 97 connects Wenham with Beverly, Topsfield, Danvers, and points beyond, and is primarily residential and agricultural in character. Route 22 also runs north-south and is less heavily travelled than Routes 97 and 1A. While Route 128 is a major 4-lane highway, its direct impact in Wenham is less than in some towns because it is less than a mile in length. However, it does bring increasing traffic onto local streets such as Grapevine Road, Larch Row, Cedar Street, and Dodges Row as commuters look for convenient alternatives to the congestion on Route 1A.

There is a paved bike trail along Topsfield Road and Cherry Street. There are sidewalks along most of Route 1A, in the neighborhood around Buker School, and connecting Enon Village (senior/handicapped housing) to Main Street and to the commercial area in South Hamilton. Many streets in Wenham do not have sidewalks.

### b. Water Supply

The Town's water supply system is managed by the Wenham Water Department, which is governed by an elected Board of Water Commissioners and managed by a superintendent. The water comes from two deep wells, approximately 50 feet deep,

located off Pleasant Street. These wells draw from beneath the Great Wenham Swamp (backwaters to the Ipswich River), which provides a natural filter. The water is pumped to the 750,000-gallon storage tank on Lord's Hill and the 600,000-gallon storage tank at the Iron Rail property and then through over 27 miles of water mains to Town users. The aquifer lies within the Ipswich River Watershed, a highly stressed water resource for many neighboring municipalities. The Massachusetts Department of Environmental Protection (DEP) has authority under the 1986 Water Management Act to allocate water to cities and towns through a permitting process.

The Town has recently opted not to renew its water withdrawal permit, but retains its water registration with DEP, which is capped at the same 0.39 MGD as the expiring permit. This allocation is sufficient to meet Town needs and has been since the late 1990s. It is sufficient to meet future growth provided the Town can get the highest offenders of outdoor watering to comply with the water ban. (Source: Wenham Water Superintendent). The Water Department has been successful in getting residents to reduce their per capita use through increased prices, consumer education, and water restrictions on outside use during the critical summer months, but the few higher residential users skew the overall number.

The Town wells will safely yield more than the present allocation. However, the Ipswich River was classified as one of the "Most Threatened Rivers in North America" in 1997 by American Rivers, a national organization dedicated to river protection. It was also classified as "impaired" by federal and state environmental officials as recently as 2014, a classification which requires the state to develop a management plan to bring the river back into compliance with federal law.

Gordon College and some residences in the eastern end of town are served by the City of Beverly. A few houses are served by private wells.

#### c. Sewer Service

Most of Wenham relies on on-site septic systems for sewage disposal. The Gordon College campus is served by the South Essex Sewerage District. Parson's Hill, a 65-unit housing development, is also served by the District. The general absence of public sewers has limited and will continue to limit the siting of development in town. The Town has no plans to provide sewer service.

### 3. Long-Term Development Patterns

As described above, most of Wenham is zoned for single-family residential use, with two small business districts (see Zoning – Required Map 3). The rest of the Town is zoned for single-family residential development on 40,000 square-foot lots.

The most recent buildout analysis was done in 2000 by the Executive Office of Energy and

Environmental Affairs (EOEEA) for every municipality. Taking into consideration undeveloped land and zoning requirements, the analysis estimated an additional 2,713 residents at buildout and an additional 1,056 households/dwelling units. Using the 1998 figures available at the time, this would mean a population of 7,041 and 2,298 households/dwelling units at buildout. [Note: These buildout numbers do not take into consideration any additional land that may have been protected since 2000. This information differs from the 2014 Metropolitan Area planning Council (MAPC) population projections, which are lower and based on demographic trends rather than specific parcel analysis. See earlier discussion and Table 3.3.]

In response to a concern about development and loss of open space, the Town adopted the Residential Open Space Community (ROSC) amendment to the Zoning Bylaw. The ROSC bylaw permitted smaller lot sizes and reduced frontage in exchange for the preservation of separate open space lots within the subdivision, as well as a density bonus for affordable units. This density bonus could increase the ultimate full build-out population of Wenham, but would be tempered by the ongoing need to provide on-site sewage disposal.

Three ROSC subdivisions, with a total of 71 new lots and approximately 65 acres of open space, were approved: the Beals Estate on Walnut Road, the Williams property on Hull Street, and Parson's Hill on Grapevine Road. Other than these three developments, most development was on smaller parcels resulting in one to three housing units.

In the late 1980s, the Town also amended the Zoning Bylaw to permit multifamily housing for the elderly under certain conditions.

In 2009 the Town adopted a Flexible Development Bylaw, which effectively replaced the Residential Open Space Community provision. The purpose, as stated in the Zoning Bylaw, is to: 1) Encourage the preservation of open land for its scenic beauty and to enhance agricultural, open space, forestry, and recreational use; 2) Preserve historical and archeological resources; to protect the natural environment, including the Town's varied landscapes and water resources; 3) Protect the value of real property; 4) Promote more sensitive siting of buildings and better overall site planning; 5) Perpetuate the appearance of the Town's traditional New England landscape; 6) Facilitate the construction and maintenance of streets, utilities, and public services in a more economical and efficient manner; 7) Offer an alternative to standard subdivision development; and/or 8) Promote the development of housing affordable to low, moderate, and median income families.

Wenham Pines, a 23-unit development on Main Street, is being developed under the Flexible Development Bylaw. A Conservation Restriction on 26.1 acres has recently been granted to the Wenham Conservation Commission.

Thus, while residential growth will continue, it will continue to be more closely coupled with open space protection than under the traditional 40,000 square-foot lot zoning.

Table 3.6 Developments Since the 2001 Plan (Source: Wenham Planning Department)

Name	Map and Parcel	Year completed or planned	Total Housing Units	Educational S.F.
Dearborn Farms	35-064A, 064B	2002	2	
Smith	37-006, 006A, 006B, 006C	2007	4	
Clough	31-004, 005, 005A	2006	2	
Weaver	18-052A	2020 (permitted, not developed)	1	
Settlers Lane	8-015 thru 015E	2015 (all but one developed)	6	
Miles River Estates	41-004, 41-012	2018	2	
The Boulders (senior housing)	13-138	2007	24	
Penny Lane	48-012A, 012B	2012	2	
The Academy at Penguin Hall		2016	0	105,000
Spring Hill Farm	39-008, 008A, 008B, 008D	2018 (permitted, not developed)	18	
Maple Woods (40B)	23-016	2020 (under appeal)	60	
Wenham Pines (Flexible Development)	27-036, 27-044	2020 (permitted, not developed)	23	

Given the attractiveness of the Town's landscape, location, schools, and other amenities, Wenham can expect continued demand for additional housing and recreational services in



the future. Areas that are vulnerable to development include remaining large estates that do not have conservation restrictions and land that is only temporarily protected under Chapter 61.

The Town needs to continue initiatives to preserve its rural landscape, forests, and water resources for the purposes set forth in Section 6 of this plan.

## Section 4 - Environmental Inventory

### A. Geology, Soils, and Topography (see Soils and Geologic Features - Required Map 4)

Wenham's topography is gently rolling with elevations ranging from 35 to 173 feet above mean sea level at Lord's Hill. As with most of New England, the landscape has been strongly influenced by the work of Pleistocene glaciers over older geological formations. Lord's Hill, Long Hill, and the hill at the western end of Route 97 (Angelini's farm) are all drumlins. The eastern end of town has a number of rocky knobs with bedrock outcrops and thin till soils. Much of the town is characterized by glaciofluvial or moraine deposits of till, sand and gravel. Some of the latter deposits have been mined for construction. Some of the lower land in Wenham is covered with late-glacial or post-glacial marine clay deposits from a period when the oceans were higher. Wetlands and water bodies cover about 46 percent of the town. The wetlands contain extensive recent deposits of peat and muck. Common landscape features include freshwater marshes, shrubby and wooded swamps, agricultural fields, forests, meadows, streams and ponds.

Soils represent a mixture of types formed through glacial outwash, organic deposits, alluvial and urban development. Prime farmland soils total approximately 925 acres, 18% of the land area, according to MassGIS and the Town of Wenham GIS. (See Soils and Geological Features Map 4). However, much of this land has been developed, primarily for residential and some commercial use, as evidenced by the lot lines shown on the map. Prime farmland soil has the fewest limitations for development because of its characteristics. The dry, well-drained, and loamy soil has rapid permeability and supports septic systems well. In addition to agriculture and development, the soil supports woodlands and recreational uses. Currently, there are 306 acres of agriculture and forestry land under the temporary protection of Chapter 61. The Town needs to plan for protection of its remaining prime farmland and agricultural resources given the soil suitability for other competing uses.

Shallow bedrock covers approximately 573 acres, representing approximately 11% of the land area, located primarily in the eastern part of town. This soil is severely limited for development in terms of septic systems because of the shallow bedrock. However, land can be developed for residential and other uses if sewer service is provided. The Gordon College campus and Parson's Hill, a 65-unit housing development, are both served by the South Essex Sewerage District. The general absence of public sewers has limited and will continue to limit the siting of development in town, especially in this type of soil.

Approximately 42%, 2,168 acres, of Wenham is comprised of wetlands. These very poorly drained and mucky soils have severe limitations for development because of wetness and inability to support heavy loads, but do support wildlife.

Thick till and moraine encompasses approximately 215 acres (4%) located primarily in the western part of town. Bedrock outcrops and thin till are found throughout town.

## B. Landscape Character

Wenham is a town of winding roads lined with sugar maples, hemlock, larch, white pine, oak, and other mature trees. Stone walls, open meadows, fields of corn and strawberries, and old barns reflect the Town's agricultural heritage. Marshes, red maple swamps, streams, and ponds are visible reminders of Wenham's rich water resources. It is not uncommon to see deer, coyotes, wild turkeys, herons, egrets or other wildlife. Steep bedrock outcrops give the landscape a rugged feeling in the eastern end of town.

The open top of the drumlin at the western end of Topsfield Road provides a spectacular view of the Great Wenham Swamp and the hills beyond. Walnut Road, Larch Row, Cherry Street and Cedar Street have been designated "Scenic Roads" under MGL Ch. 40, sec. 15C, and the Town placed a scenic easement on Town lands which abut Route 128 to preserve the view of forested land from Route 128.

The Main Street Historic District displays the best concentration of historic architecture and civic buildings, although antique houses are found throughout town.

Most of the undeveloped private land in town is either difficult to build on for environmental reasons or still held in large estates and farms. However, with its strong reputation for a quality educational system and its rural character, the demand for additional housing continues. To the extent that this land does become available for sale, Wenham risks losing its scenic vistas, rural character, wildlife habitat, clean water, and trail networks. Developers are increasingly willing to bear the extra costs of blasting bedrock, importing earth materials, extending water and (Beverly) sewer lines, and replicating wetlands to build upon marginal lands.

## C. Water Resources (see Water Resources – Required Map 6)

Both surface water and groundwater resources in Wenham are critical resources for water supply for Wenham and neighboring municipalities. The interplay between Wenham's natural resources and the use of these resources by the neighboring communities of Beverly and Salem for water supply is a highly unusual, if not unique, situation.

### **1. Watersheds**

Wenham is located within the Ipswich River Watershed and plays a significant role within the region in terms of watershed and aquifer protection. Most of Wenham falls

within watershed or aquifer recharge areas.

The easternmost part of town falls within the watershed of the Town of Manchester-by-the-Sea's public drinking water supply. It includes the entire Coy Pond watershed. This watershed also feeds Round Pond, Chebacco Lake, Alewife Brook, and the Essex River, which are all important water resources in Hamilton and Essex.

The western end of town is the watershed for Wenham Lake.

## 2. Surface water and surface water supplies to water supply reservoirs

Approximately 46% of Wenham is comprised of water bodies and wetlands, including the Ipswich River, Miles River, Wenham Lake, Longham Reservoir, Coy Pond, Pleasant Pond and the Salem-Beverly Waterway Canal, which is fed by the Ipswich River. Nearly 5% of the total area, 247 acres, is open water. Longham Reservoir, Wenham Lake, and the Canal are used by the Salem-Beverly Water Supply Board (SBWSB) to provide drinking water to Salem and Beverly.

Longham Reservoir is a 40-acre man-made reservoir created by impounding the Longham Brook, while the remaining 200+ acres are natural, including Wenham Lake, the other public drinking water supply reservoir in Wenham. Most of Wenham is, however, supplied with water from municipal wells.

The SBWSB treatment plant draws from the southern end of Wenham Lake in Beverly. The entire Ipswich River watershed west of Wenham is also tributary to Wenham Lake via the SBWSB Canal. SBWSB pumps water through a pipeline from the canal into the lake during the high-flow season.

In the east end of town, surface runoff from the surrounding watershed flows into Longham Reservoir. SBWSB transfers water as needed from Longham Reservoir into Wenham Lake. The overflow of Longham Reservoir at its southern point, flows northward through Hamilton, and discharges to the Miles River and eventually into the Ipswich River. The natural outflow from Wenham Lake also flows into the Miles River below Longham Reservoir.

Most of the town falls within water supply protection areas. Water supply protection will continue to be an important priority for Wenham.

In addition to serving as a public water supply, Wenham Lake provides beautiful views from Route 1A and from Cedar Street. The Miles River is the largest watercourse through Town. It is generally too small or too marshy for recreational use, but it provides valuable wildlife habitat.

Several ponds, including Pleasant Pond, Muddy Pond, Cedar Pond, Gull Pond and Coy

Pond, are scattered across the Wenham landscape, providing additional scenic beauty, wildlife habitat, and sites for recreation. Pleasant Pond provides the best recreational access, including swimming at the town beach, boat access, and fishing for trout stocked by the Massachusetts Division of Fisheries and Wildlife. A short stretch of the Ipswich River passes along the Town boundary at the northwest corner of Wenham and provides opportunities for boating and fishing. There is boat access where Route 97 crosses the Ipswich River in Topsfield. Muddy Pond is on private land and is not accessible to the public. Cedar Pond lies within a Massachusetts Audubon Society sanctuary where a trail network provides hiking and cross-country skiing. Gull Pond and Coy Pond are located on the Gordon College campus. There is a swimming beach at Gull Pond, and boating and fishing at Coy Pond. A trail network serves both ponds and adjacent forests and wetlands, which is open to public access.

The water in Wenham's streams and ponds is generally high quality. The Salem-Beverly Water Board owns much of the undeveloped land adjacent to Wenham Lake, Longham Reservoir, and the Salem-Beverly Water Supply Canal, helping to protect water quality and wildlife habitat. Although public use is not encouraged, the Canal is a favorite walking spot, providing access to the heart of the Great Wenham Swamp. To allow for continuing operations, all of the SBWSB lands are crisscrossed with fire and access roads where people enjoy walking. All public access is prohibited surrounding Longham Reservoir and Wenham Lake properties consistent with MassDEP guidelines.

### 3. Aquifer recharge areas - Zones of contribution to public supply wells

An aquifer is a layer of underground rock or sand which stores and carries water, and from which groundwater can be extracted using a well. A recharge area is the place where water is able to seep into the ground and refill an aquifer. Recharge areas are necessary for a healthy aquifer.

Wenham's two municipal wells are located just south of Pleasant Pond. The Great Wenham Swamp is the primary recharge source for the Town water supply. The land around public water supply wells is delineated by either "Zone I" – land within 400 feet of a well, or "Zone II"– the area which contributes water to the wells.

Haley and Aldrich completed a hydrogeological study and mapped the aquifer boundaries in 1987. Based on this map, the Town amended the Zoning Bylaw in 1990 to include an Aquifer Protection District designed to minimize the impacts of development on the water supply. The aquifer extends into Hamilton and also supplies their wells located near Idlewild Brook. After the Haley and Aldrich study, the Town of Hamilton had Camp, Dresser, and McKee map their aquifers, including the shared aquifer for the wells near Pleasant Pond. The Massachusetts Department of Environmental Protection accepted the Camp, Dresser, and McKee study and the wellhead protection areas for Wenham's wells are based on this mapping.



#### 4. Flood Hazard Areas

The Water Resources Map identifies Wenham's Floodplain Zones, an approximation of the flood hazard areas in town based on FEMA Flood Insurance Rate Maps. Flood zones fall primarily around The Great Wenham Swamp, the Salem-Beverly Water Supply Canal, the Miles River, and the several ponds and reservoirs in town.

#### 5. Wetlands

Wetlands and water bodies cover approximately 46% of Wenham's total land area and are spread throughout the town. Wenham's most significant wetlands occur along the flood plains of the Ipswich and Miles Rivers and their tributaries, in the Great Wenham Swamp, between Beverly Airport and Maple Street, and around Coy Pond. The most significant wetland is the Great Wenham Swamp adjacent to the Ipswich River in the northwest corner of town because it serves as the primary recharge source for the town water supply wells in Wenham and Hamilton. The Great Wenham Swamp comprises 2000 acres, which contribute exceptional scenic and natural value to the region.

The wetlands add significantly to the beauty of Wenham and also provide excellent wildlife habitat for nesting, food, and protective cover.

Wenham's wetlands are protected by the Massachusetts Wetlands Protection Act and the Wenham Water Resources Protection Bylaw, which was passed in 1988 and amended in 2010. It regulates local protection of wetlands and adjacent areas above and beyond the Massachusetts Wetlands Protection Act.

#### D. Vegetation

Wenham lies within the Southern New England Coastal Plains and Hills Ecoregion, an area comprised of plains with a few low hills. Forests are mainly central hardwoods with some transition hardwoods and some elm-ash-red maple and red and white pine.

More specifically, the rocky, often steep-sided landscape in eastern Wenham is generally covered with eastern hemlock, American beech, white pine, and birch trees, a combination more common in northern New England. Trails in this cool, moist, shaded community offer glimpses of stone walls built during an agricultural past, as well as stark bedrock outcrops exposed by glacial activity. Due to the density of the tree canopy, understory growth is sparse.

Other types of forests are part of the J.C. Phillips Nature Preserve along the southern shore of Wenham Lake. A mixture of upland and wetland vegetation provides a diverse variety of vegetation types for hikers and wildlife. The thick understory contains witch

hazel, blueberry, viburnum, and other native species, and hickory, oak, maple, and white pine provide the canopy. On the lake shore, there are groupings of flood plain community trees such as tupelo and river birch, a species common locally, but rare in the rest of southern New England.

The Massachusetts Division of Fisheries and Wildlife's Natural Heritage & Endangered Species Program (NHESP) and The Nature Conservancy's Massachusetts program developed *BioMap2 Wenham* in 2012 (see Appendix D) to protect the State's biodiversity in the context of climate change. Also see Section F: Scenic Resources and Unique Environments.

According to *BioMap2*, there is one type of Priority Natural Community found in Wenham, the Level Bog (see NHESP Fact Sheet, Appendix C). It is found in the Massachusetts Audubon Cedar Pond Wildlife Sanctuary. Peatlands, commonly called "bogs" or "fens," are wetland communities with accumulations of incompletely decomposed organic material, or peat. Level Bog communities receive little or no streamflow and they are isolated from the water table, making them the most acidic and nutrient-poor of peatland communities. The pH of Level Bogs is in the range of 3 to 4. Level bogs develop along pond margins, at the headwaters of streams, or in isolated valley bottoms without inlet or outlet streams. The Cedar Pond Wildlife Sanctuary is also the site of an Atlantic White Cedar Swamp, a rare ecosystem in this part of New England.

The Great Wenham Swamp is the most extensive tract of undeveloped land in town, extending into Topsfield and Danvers, and containing forest, wetland, and a small area of aquatic core habitats according to *BioMap2*. The River Bulrush (*Bolboschoenus fluvialis*), which grows in the Great Wenham Swamp, is a Species of Conservation Concern. It used to be listed under the Massachusetts Endangered Species Act (MESA), but was delisted about 2011 because new surveys showed it to be more abundant than previously thought. The Massachusetts Audubon Society has documented the vegetation in the portions of the swamp associated with its Ipswich River Wildlife Sanctuary, as well as its Cedar Pond Sanctuary and Endicott Regional Center in Wenham.

There are approximately 306 acres of agricultural and forest land under the temporary protection of Chapter 61 and 61A.

Wenham's streets have been planted with shade trees such as sugar maples, white pines, larches, and oaks, which lend beauty to the landscape.

With its variety of vegetational communities, Wenham is rich in wildlife habitat, scenic views, recreational areas, and agricultural uses, which need to be carefully considered when land use decisions are made.

#### E. Fisheries and Wildlife

## 1. Inventory

All the areas noted above offer good wildlife habitat, but there are also relatively rare open meadow communities. While many abandoned fields have either succeeded to mature forest or have been converted to lawns, playing fields, or golf courses, the early successional meadow with its dependent wildlife is found in a number of places in Wenham, including some of the large estates with their equestrian trails, several farms, and land adjacent to Beverly Airport. With managed maintenance and infrequent mowing, carefully timed to avoid disrupting the lifecycle of grassland plants and animals, these meadows can be maintained in healthy condition. With their adjacent hedgerows and stone walls, they contribute greatly to the rural atmosphere of the Town.

Although there is not a thorough inventory of animal species in Town, common wildlife species include deer, fox, skunk, raccoon, rabbit, coyote, wild turkey, snapping turtles, garter snake, spring peeper, and river otter. Less common species include mole salamander, gray tree frog, northern water snake, and wood frog. Numerous animals found in the Endicott Wildlife Sanctuary include the great horned owls, pileated woodpeckers, ovenbirds, wood thrushes, broad-winged hawks, white-tailed deer, and gray foxes, as documented by the Massachusetts Audubon Society. Bald eagles were observed feeding at Wenham Lake very recently. The Great Wenham Swamp has red maple and shrub swamps, cattail marshes, and floodplain ecosystems which are home to a wide variety of terrestrial and aquatic species. Along the Salem/Beverly Water Supply Canal within the Swamp, seasonal concentrations of butterflies have been noted in the unmowed meadow habitat which permits them to complete their reproductive cycles. The open fields and white pine forests of the Cabot Farm on Larch Row support white-tailed deer, coyotes, and other large species. Much of this land is protected by a Conservation Restriction. Pleasant Pond on the southeastern edge of the Great Swamp is a popular fishing area stocked annually with rainbow and brown trout by the Massachusetts Division of Fisheries and Wildlife.

On the south side of Grapevine Road, a series of large estates along the upper Miles River provides additional wildlife habitat. However, this area has become increasingly developed in recent years.

## 2. Vernal Pools

There are currently eight (8) certified vernal pools and 50 potential vernal pools documented in Wenham. (See NHESP letter dated January 22, 2018, Appendix D.) Five vernal pools have been certified within the Mass Audubon Cedar Pond Wildlife Sanctuary and three certified vernal pools are located in the area on the south side of Grapevine Road. Most of the potential vernal pools are likely to be certified.

Vernal pools are essential to the lifecycle of several molesalamanders, one of which is a species of special concern, as noted below. (See Unique Features – Required Map 5 for certified and potential vernal pools.)

### 3. Rare species

According to the NHESP database, the Town of Wenham currently has habitat for the following rare species listed under the Massachusetts Endangered Species Act (MESA):

Blue-spotted Salamander, (*Ambystoma laterale*)  
(see NHESP letter, Appendix D, and NHESP Fact Sheet, Appendix C)

The Northern Leopard Frog, (*Rana pipiens*) is not listed in MESA, but is still a Species of Conservation Concern for *BioMap2* (see NHESP Fact Sheet, Appendix C).



*Northern Leopard Frog*  
*Great Wenham Swamp*

The Blue-spotted Salamander and Northern Leopard Frog have both been identified in the Great Wenham Swamp and the Blue-spotted Salamander has also been identified in a Core Habitat near, but not adjacent to, Coy Pond.

### 4. Corridors for wildlife migration

Large intact landscapes provide diverse habitats at a scale necessary to sustain healthy populations of wide-ranging species. There are two portions of larger landscape blocks within Wenham, including the Great Wenham Swamp and land adjacent to Coy Pond. The Great Wenham Swamp has red maple and shrub swamps, cattail marshes, and

floodplain ecosystems which are home to a wide variety of terrestrial and aquatic species. Most of the Swamp is owned by Mass Audubon or the Salem-Beverly Water Supply Board (SBWSB) and is, therefore, protected from development.

There are a number of corridors of species-rich habitats from the northwestern corner of Wenham to the southeastern corner. The SBWSB canal corridor links the Great Wenham Swamp to the Mass Audubon Cedar Pond Wildlife Sanctuary, although a road crossing is required. South of the Sanctuary is Wenham Lake, which is surrounded by the J.C. Phillips Nature Preserve, large tracts of private and SBWSB forests, farms, and limited residential development. Several large farms and undeveloped forested areas connect the west side of Wenham Lake to the Danvers boundary and Leaches Swamp.

Across the Miles River, Cabot Farm abuts the Longham Reservoir, from which the upper Miles River corridor leads to the Town's Iron Rail property. An alternate wildlife corridor runs from the Reynolds and Proctor parcels across land under Conservation Restriction on Ledyard Farm, the Beals estate, and the Phippen Estate, to connect with the Myopia Hunt Club in Hamilton.

In eastern Wenham there are several hundred acres of undeveloped land which stretch from the Iron Rail property to Route 128. Most of this acreage is owned by Gordon College, and abuts extensive undeveloped College land in Hamilton and Manchester-by-the-Sea. Much of the abutting land, known as "Chebacco Woods", is owned by the Towns of Hamilton and Manchester-by-the-Sea and protected in perpetuity. The Town of Wenham owns both unprotected and protected parcels between Route 128 and Hull Street. On the south side of Grapevine Road, a series of large estates along the upper Miles River provides additional wildlife habitat. However, this area has become increasingly developed in recent years.

East of Route 128, there are over 40 acres under a conservation restriction at the Parson's Hill subdivision and Mass Audubon's Endicott Regional Center provides protected wildlife habitat. Corridors continue into Beverly and Manchester-by-the-Sea from this eastern end of Town.

Where roads must be crossed within these wildlife corridors, increasing vehicular traffic has unfortunately taken its toll. Smaller species such as river otters, minks, raccoons, foxes, turtles, frogs, and skunks may take advantage of culverts under roads, where available. While there are a few culverts under Route 128, it presents a more substantial barrier to wildlife migration than most local streets.

Wenham has already protected a variety of wildlife habitats. However, consideration should be given to further protection of undeveloped open space to protect existing biodiversity and ecosystems, including both municipal and private properties. Public education, continuing wildlife documentation, evaluation of wildlife protection priorities, and cooperation among individuals and organizations in Wenham and



neighboring towns will be key to the protection of Wenham's wildlife.

## F. Scenic Resources and Unique Environments

### 1. Scenic Landscapes

- (a) There is a significant area in town that is identified as "Scenic Landscape" by the State Division of Conservation Services as shown on MassGIS (see Unique Features - Map 5). This landscape includes the area from the railroad tracks eastward to Dodge Row from the southern town boundary with Beverly to the northern town boundary with Hamilton; and the area from Grapevine Road northerly to the boundary with Hamilton.
- (b) The following priority heritage landscapes are identified in the "Wenham Reconnaissance Report", which was completed as part of the Essex County Landscape Inventory Program in 2005.

#### Angelini Farm

The Angelini Farm, located on Topsfield Road (Route 97) in the western part of Wenham, is prominently sited on a hill overlooking the Great Wenham Swamp. The farm is 18.6 acres, 12 of which are in agricultural use (Ch. 61A). The property includes a farmhouse and adjacent barn complex. The Angelinis grow primarily raspberries, corn and tomatoes, which are mostly sold to specialty markets in Boston. The farm is one of the few in Wenham that remains in active agricultural use; it is prominently sited on a major road; it has panoramic scenic views, especially in the autumn when the red maples in the Great Wenham Swamp turn color; and, it lies adjacent to a major wetland and conservation area.

#### Boyden Estate

The Boyden Estate on Cherry Street is a lakefront property with extensive frontage on the north shore of Wenham Lake. The estate landscape includes open lawns with mature specimen trees, rhododendrons, forested areas, carriage drives and farm fields. There is an early 20th century Georgian brick house at the end of a tree-lined drive. The property also includes 12.7 acres that are under a conservation restriction held by Essex County Greenbelt Association. The Boyden estate is significant to the community as one of the few remaining estates in Wenham; as an area with extensive lake frontage; and as a key property near the center of town.

#### Tendercrop Farm (formerly Canaan Farm)

Tendercrop Farm is an active farm with fields and greenhouses that sells fresh produce, baked goods, plants and flowers, and meat and poultry. The main location of Tendercrop Farm is located in Newbury. It includes 12.7 acres of leased fields that were formerly part of the Boyden Estate and are now under a conservation restriction. Buildings associated

with Tendercrop Farm include a late 19th century house, a large barn and several greenhouses. Located in the Wenham Historic District, Tendercrop Farm is highly valued because it is the most visible and active farm in Wenham, prominently located on Main Street just south of the Town center.

#### Fairfield Cemetery, Slave Burying Grounds, Wenham Cemetery

Wenham's burial grounds are all considered priority heritage landscapes. The oldest is Wenham Cemetery on Main Street, which was established in 1681 and remains the community's primary burying ground today. The burial monuments found here reflect over 300 years of local history. Wenham Cemetery is listed on the National Register as part of the Wenham Historic District. The Fairfield Cemetery on William Fairfield Drive was established in 1691. It is a one-acre Town-owned burial ground surrounded by private property. The site is wooded and receives limited maintenance. There are also two slave burial sites in Wenham. One is reportedly located on Dodges Row. The other is reportedly at the end of Boulder Lane near Gordon College where graves were moved in the 1920s. The Town burial agent knows the exact locations.

#### Haley Horse Farm

The Haley Horse Farm is located on Main Street (Route 1A) at the northern end of town opposite Pingree Field. It includes a seven-horse barn and scenic, highly visible fields with stone walls, post and rail fences and horse jumps. It is an important component of the equestrian activities centered in Wenham and adjacent Hamilton. It also functions as the northern anchor of the Wenham Historic District, but is zoned commercial and lies adjacent to the Hamilton business district.

#### Larch Farm

Larch Farm at 33 Larch Row was the home of Colonel Timothy Pickering during the Colonial period. It includes a First Period dwelling listed on the National Register, as well as other residential and agricultural buildings that contribute to the overall character of the property. There are also significant landscape features that include wetlands, moraine, farm fields, hedge rows, a stone wall along Larch Row, and a distinctive planting of larch trees that commemorate the 13 colonies (11 of the 13 trees remain). The property still clearly reflects its long history as a farm and rural retreat. Portions have been given to the town as conservation land.

#### Scenic Roads

Wenham's narrow, meandering tree-lined roads were mentioned by many residents as scenic and historic assets that contribute significantly to the character of the community. Cedar Street, Cherry Street, Larch Row and Walnut Road have been designated as scenic roads in accordance with M.G.L. Chapter 40 -15C in order to protect their scenic quality. After a road has been designated as a scenic road, any repair, maintenance, reconstruction, or paving work cannot include the cutting or removal of trees, or the tearing down or destruction of stone walls, except with the prior written consent of the Planning Board after a public hearing. Mature trees along these designated roads, some of which were originally part of estate plantings, contribute significantly to the character of the roads.

Stone walls are considered particularly important to the Town, especially the Burnham wall along Topsfield Road built ca. 1912 as part of a former estate and the double stone wall on Larch Row. Topsfield Road (Route 97) is scenic, but cannot be designated a scenic road under Chapter 40-15C as it is a numbered route.

#### Village Center and Wenham Historic District

Wenham's Village Center extends along Main Street (Route 1A) from Cherry Street on the south to the Hamilton line on the north. Key features of the village center include Town Hall, the Wenham Museum, the Common with Civil War monument, the Wenham Congregational Church, residences along Main Street, and Pingree Field and Haley Horse Farm at the northern end. The village center is included in the Wenham Historic District, a local and National Register District that also extends south along Route 1A to the Beverly line, incorporating the Wenham Country Club Golf Course, Wenham Cemetery, Tendercrop Farm, Wenham Lake, and additional residential properties.

#### Scenic Views

As noted previously, there is a panoramic scenic view of the Great Wenham Swamp from the hill on which Angelini Farm is situated on Route 97. The Town has a scenic easement on Town-owned land that abuts the west side of Route 128. Undeveloped land is also preserved along the eastern side of Route 128 under conservation restrictions associated with the Parson's Hill subdivision and a smaller subdivision at 338 Grapevine Road. Other scenic views include views of Longham Reservoir from Dodges Row (winter), views of Wenham Lake from Main Street, and the view from the bluffs on the north side of Coy Pond into the Gordon College campus and the surrounding forests and wetlands.

### 1. Major characteristics or unusual geologic features, and any other resources for potential protection and exploration.

- Rocky outcrops and cliffs in eastern Wenham
- Bogs in the Cedar Pond Sanctuary
- Potential vernal pools
- Farms and open meadows

### 2. Cultural, Archeological and Historic areas

- The Main Street Historic District
- Gordon College campus
- Remnants of the ice houses on Wenham Lake
- Cemeteries on Main Street and William Fairfield Drive

### 3. Unique Environments (ACEC)

While there are no identified Areas of Critical Environmental Concern (ACEC) in Wenham, there are areas that contain a combination of critical resources.

The Massachusetts Division of Fisheries and Wildlife's Natural Heritage & Endangered Species Program (NHESP), and The Nature Conservancy's Massachusetts program developed *BioMap2 Wenham* in 2012 to protect the State's biodiversity in the context of climate change (see Appendix D). NHESP identified 799 acres of Core Habitat and 906 acres of Critical Natural Landscape in Wenham, representing a significant percentage (33%) of the total land area of 5,210 acres.

According to *BioMap2*:

Open space protected in perpetuity: 1,546 acres, 29.7% of total area of 5,210 acres

Core Habitat: 799 acres; Core Habitat Protected: 681 acres (85.2%)

Critical Natural Landscape: 906 acres; Critical Natural Landscape Protected: 711 acres (78.5%).

Six areas within Wenham are *BioMap2* Core Habitat. They include 1 Aquatic Core, 1 Forest Core, 1 Priority Natural Community Core, 3 Wetland Cores, and areas for 3 Species of Conservation Concern. Adjacent to and overlapping some of these Core Habitats are two areas of *BioMap2* Critical Natural Landscape, including 1 Aquatic Core, 2 landscape Blocks, and 3 Wetland Buffers.

There is one Priority Natural Community found in Wenham, which is the Level Bog found in the Audubon Cedar Pond Wildlife Sanctuary.

The Great Wenham Swamp, the Massachusetts Audubon Cedar Pond Wildlife Sanctuary, and an area by Coy Pond are identified as Critical Natural Landscapes. The Great Wenham Swamp and Cedar Pond Wildlife Sanctuary contain forest, wetland, and aquatic core habitat communities. (See Unique Features - Map 5.)

A core habitat is a habitat (forest, wetland, or aquatic) that is the least disturbed in the state with intact buffers and little fragmentation or other stressors associated with development. Core wetland communities support critical wetland functions (i.e., natural hydrologic conditions, diverse plant and animal habitats, etc.) and are most likely to maintain these functions into the future. Forest Cores are the best examples of large, intact forests that are least impacted by roads and development. Forest Cores support many bird species sensitive to the impacts of roads and development and help maintain ecological processes found only in unfragmented forest patches. Aquatic Cores are intact river corridors within which important physical and ecological processes of the river or stream occur. They delineate integrated and functional ecosystems for fish species and other aquatic Species of Conservation Concern.

Protection and stewardship of core habitat and critical natural landscapes are essential to safeguard the diversity of species and their habitats, intact ecosystems, and resilient natural

landscapes across Massachusetts.

### G. Environmental Challenges

Environmental challenges have been evaluated in term of how they influence open space and recreation planning, including hazardous waste sites, landfills, erosion, chronic flooding, sedimentation, new development, ground and surface water pollution, and impaired water bodies. Because land use in Wenham has been primarily residential and agricultural, rather than industrial, environmental problems are fewer than in more urban municipalities. New development is a challenge that is being addressed through a flexible zoning approach, discussed in more detail below.

#### 1. Hazardous waste sites

There are no active 21E sites in Wenham identified on DEP's website.

The Town passed an Underground Storage Tank (UST) Bylaw in the mid 2000's that required tanks to be identified and registered.

Both auto garages, the Mobil Station on Main Street and Burnett's Garage on Maple Street, have indoor, above-ground tanks for used motor oil and other hazardous wastes.

There were a number of hazardous waste sites in Beverly between Beverly Municipal Airport and Route 97. MassDEP was involved in evaluating and cleaning up these sites. Airport Brook runs through these sites and flows under Route 97 into Wenham Lake in Wenham. Upstream of the discharge to Wenham Lake was a coal ash landfill. Because of this situation, several Town boards played an active role in encouraging Beverly's efforts to address the problems in this area. As part of the remediation of the area, impacted sediments in Airport Brook were removed and the landfill capped. Soccer and other playing fields were constructed on the site.

#### 1. Landfills

There are two closed landfills on Woodside Road off Pleasant Street. Both were covered and have not been used for many years.

#### 2. Erosion

Natural erosion has not generally been a problem in Wenham. Erosion from construction sites is closely monitored by the Conservation Commission when they have jurisdiction under state and local wetlands laws.



### 3. Chronic Flooding

Flooding was the most prevalent serious natural hazard identified during the planning process for the 2012 “Hazard Mitigation Plan”, particularly as it relates to the ongoing issues of flooding and stormwater within the Ipswich River and Miles River watershed where Wenham is located.

Localized flooding has occurred throughout the watershed, particularly around undersized culverts. Beaver activity in the channel of the Miles River also raises water levels and may exacerbate flooding. Invasive vegetation, including purple loosestrife, is a concern. Vegetation clogs the river channel, due in part to low flow velocities and siltation, which alter the natural hydrology.

The Town replaced and enlarged three culverts at Grapevine Road East, Walnut Road, and Larch Row that were damaged during the Mother’s Day storm of 2006. The Essex Street culvert was recently replaced. With climate change, the Town will face changes in precipitation with heavier rainstorms in shorter timeframes, which will likely lead to increased flooding in the future and more extreme events, such as the flooding from the 2006 Mother’s Day storm.

### 5. Sedimentation

Sedimentation is a long-standing problem in the Miles River. Approximately eight years ago the Miles River Task Force tried unsuccessfully to have the Army Corps of Engineers start a dredging schedule.

Making improvements to the Miles River has continued to be a priority of the Town as stated in the “Hazard Mitigation Plan” completed in 2012 by the Metropolitan Area Planning Council. The Town is currently trying to secure a commitment from the Army Corps of Engineers to conduct a feasibility study regarding improvements to the Miles River, which flows from Beverly through extensive wetlands before reaching the Ipswich River in Ipswich. It provides excellent riparian and wetlands habitat, but faces problems including low flow velocity, nutrient inputs, and barriers to flow. The four watershed communities of Hamilton, Beverly, Ipswich, and Wenham have formed the Miles River Collaborative to work together to solve these problems.

### 6. New Development

In 2009 the Town adopted a Flexible Development Bylaw, which effectively replaced the Residential Open Space Community provision. The purpose, as stated in the

Zoning Bylaw, is to: 1) Encourage the preservation of open land for its scenic beauty and to enhance agricultural, open space, forestry, and recreational use; 2) Preserve historical and archeological resources; to protect the natural environment, including the Town's varied landscapes and water resources; 3) Protect the value of real property; 4) Promote more sensitive siting of buildings and better overall site planning; 5) Perpetuate the appearance of the Town's traditional New England landscape; 6) Facilitate the construction and maintenance of streets, utilities, and public services in a more economical and efficient manner; 7) Offer an alternative to standard subdivision development; and/or 8) Promote the development of housing affordable to low, moderate, and median income families.

Thus, while residential growth will continue, it will continue to be more closely coupled with open space protection than under the traditional 40,000 square-foot lot zoning.

#### 7. Ground and Surface Water Pollution: Point and Non-point Sources.

Impervious cover and resulting polluted runoff is the biggest source of pollution on water resources. Flexible development offers an alternative to standard subdivisions by grouping housing units, preserving open space, reducing impervious area, and reducing overall and peak stormwater runoff which contribute to flooding and polluted runoff.

Sources of water pollution in Wenham are typical of those in many small towns: road salt, fertilizer, street runoff, failing septic systems, underground heating oil tanks, agricultural and equestrian sources, pet wastes, wildlife wastes, and pesticides. Recent subdivisions are providing storm water management systems which detain and filter runoff, but many older roadways rely on catch basins and pipes, which convey runoff directly into the nearest wetland. Older septic systems and cesspools often do not provide adequate treatment for sewer effluent. The old summer colony around Pleasant Pond is of particular concern to the Board of Health, with its small lots, substandard systems, and fast-perking soils adjacent to the town beach. The swimming beach is occasionally closed due to high bacteria counts, but Pleasant Pond does not have a direct influence on the Town's wells. The Town passed an Underground Storage Tank (UST) Bylaw in the mid 2000's that required tanks to be identified and registered.

#### 8. Impaired Water Bodies

The Miles River is impaired for a variety of issues, including dissolved oxygen, fecal coliform and macroinvertebrates as stated in the 2014 Final Integrated List of Waters. Longham Reservoir and Wenham Lake are listed as unassessed for water quality in the same document.

Impervious cover and resulting polluted runoff is the biggest source of pollution on water resources.

Making improvements to the Miles River is a priority of the Town as stated in the 2012 “Hazard Mitigation Plan” (as noted previously). The Town is currently trying to secure a commitment from the Army Corps of Engineers to conduct a feasibility study regarding improvements to the Miles River, which flows from Beverly through extensive wetlands before reaching the Ipswich River in Ipswich. It provides excellent riparian and wetlands habitat, but faces problems including low flow velocity, nutrient inputs, and barriers to flow. The four watershed communities of Hamilton, Beverly, Ipswich, and Wenham have formed the Miles River Collaborative to work together to solve these problems.

Under the recently-awarded \$20,000 grant from the Municipal Vulnerability Preparedness (MVP) Program, the Town will work with a consultant to update the 2012 “Hazard Mitigation Plan”.

While the Town has sufficient capacity with its wells to meet its water supply needs, the Ipswich River Basin is stressed as a whole. The Town has been working with several neighboring communities in the Ipswich River Basin over the past two years to examine long-term regional solutions to address shared water needs and infrastructure. The first phase of the project was completed in June 2017, with Kleinfelder providing technical and engineering consulting support. This second phase of the project builds upon the results of the first phase to further explore options for both in-Basin water management and potential water importation into the Basin. The report, “Ipswich Basin Water Management Act Planning Grant FY18” was just released in June, 2018.

## 9. Climate Resiliency

Climate resiliency is an important environmental challenge facing the Town, as well as the state as a whole, and a brief discussion has been added to this section on environmental challenges. It is directly relevant to this Plan as preservation of open space can help mitigate climate impacts, whether through acquisition, regulation (such as reduction of impervious surface through the Flexible Development Bylaw), or engineering (use of green infrastructure). For example, flexible development offers an alternative to standard subdivisions by grouping housing units, preserving open space, reducing impervious area, and reducing overall and peak stormwater runoff which contribute to flooding.

Current climate science says that this region will be facing rising temperatures and longer dry spells, changes in precipitation, more extreme weather, and impacts on wildlife and natural communities.

The Town of Wenham will be working on achieving Municipal Vulnerability Preparedness (MVP) community designation over the next year through the MVP grant program. The contract with the Executive Office of Energy and Environmental Affairs (EEA) will support the municipality in completing a comprehensive, baseline climate change and natural hazard

vulnerability assessment, development of prioritized actions for dealing with priority hazards using the Community Resilience Building (CRB) workshop guide, and beginning broader community outreach. Through the program EEA will provide the municipality access to newly developed locally-based climate change projections, available on the [www.resilientMA.org](http://www.resilientMA.org) website, which must be incorporated into the planning process.

Specifically, the scope of work includes:

- Understand connections between ongoing community issues, climate change and natural hazards, and local planning and actions in the municipality;
- Understand how climate change will exacerbate or lead to new community issues, hazards and other challenges the municipality faces;
- Identify and map vulnerabilities and strengths to develop infrastructure, societal, and natural resource risk profiles for the municipality;
- Explore nature-based solutions to build resiliency in the municipality;
- Develop and prioritize actions and clearly delineated next steps for the municipality, local organizations, businesses, private citizens, neighborhoods, and community groups; and,
- Identify opportunities to advance actions that further reduce the impact of climate change and natural hazards and increase resilience across and within municipalities.

## Section 5- Inventory of Lands of Conservation and Recreation Interest (see Open Space Inventory – Required Map 7)

### *Overview*

Open space and recreational opportunities have a positive impact on the quality of life in a community for its residents from enjoyment of active, outdoor sports to appreciation of the rural character of the community. Protecting open space is critical in terms of our natural resources - drinking water, high value wildlife and plant habitat, farmland, forests, wetlands, floodplains, vernal pools, and scenic beauty.

For a small community of 8.1 square miles (5,210 acres) Wenham has significant acreage of land with conservation and recreational value, of which a large percentage is protected in perpetuity\*.

- Open space protected in perpetuity: 1,546 acres, 29.7% of total area of 5,210 acres
- Core Habitat: 799 acres; Core Habitat Protected: 681 acres (85.2%)
- Critical Natural Landscape: 906 acres; Critical Natural Landscape Protected: 711 acres (78.5%).

\* Massachusetts Natural Heritage & Endangered Species Program (NHESP), “BioMap2 Conserving the Biodiversity of Massachusetts in a Changing World” in 2012. (see Appendix E)

See Appendix D for NHESP letter dated January 22, 2018 regarding lands of conservation interest.

While the Iron Rail fields also contain a short trail, the majority of passive recreation opportunities in Wenham is either owned, facilitated, and/or maintained by private groups and associations, including Essex County Trail Association (ECTA), the Trustees of Reservations (TTOR), Massachusetts Department of Conservation and Recreation, Gordon College, Greenbelt, Massachusetts Audubon Society, and the City of Beverly.

Two of the non-profit organizations are specific to Essex County:

As Essex County’s Land Trust, Greenbelt works with landowners and the thirty-four cities and towns of Essex County to conserve open space, farmland, wildlife habitat and scenic landscapes. Their work helps protect native plants, animals and natural corridors, ensures a healthy food supply by supporting and encouraging the use of land for farming, maintains clean water, and creates free and accessible places for outdoor recreation and the enjoyment of

nature. (See Appendix E, memo dated February 27, 2018, about discussions with Greenbelt and The Trustees of Reservations regarding lands of conservation interest.)

The Essex County Trail Association exists to protect access to the trails and open lands throughout Hamilton, Wenham, Ipswich, Topsfield, Essex and West Newbury. ECTA partners with both public and private landowners to ensure that the experience of open trails is positive for them as well as the trail users. The Association undertakes trail maintenance, trail repair and construction, trail management plans, trail assessments, and trail protection by working with private owners to grant permanent trail easements to ECTA.

Lands of conservation and recreation interest include\*:

- 585 acres of permanently protected conservation land publicly owned by the Wenham Conservation Commission, Beverly Conservation Commission, Wenham Water Department, Salem-Beverly Water Supply Board, and the Massachusetts Department of Environmental Management;
- 639 acres of permanently protected conservation land privately owned by The Trustees of Reservations, Massachusetts Audubon Society, Greenbelt, and the Hamilton-Wenham Open Land Trust.
- 466 acres of land under permanent conservation restriction on seven estates and one subdivision; (26.1 acres at Wenham Pines is pending))
- 306 acres of agricultural and forestry land under the temporary protection of Chapter 61/61A tax classification;
- 65 acres of recreational land under the temporary protection of Chapter 61B tax classification (not including 29.82 acres of Chapter 61B land under agreement to be sold);
- 24 acres of two Town-owned playgrounds and one privately-owned (but open to the public) playground;
- 7-acre school site with athletic fields and playground;
- 80 acres of unprotected Town-owned land, known as the Iron Rail property, including three soccer fields, the highway department garage, a gymnasium, a Boy Scout barn, a ropes course, and undeveloped forests and wetlands. There is no restriction on future development;
- 56 acres of undeveloped Town-owned land with no protection from development; however, some of the parcels are very small and/or contain wetlands;



- a 7-acre cemetery and 0.5-acre historic cemetery; a 24-acre senior housing site, a 31-acre airport site owned by the City of Beverly, which remains largely undeveloped, and a 318-acre college campus.
- In addition, there are six private properties with 20 or more acres, 18 private properties with 10-20 acres, and a number of smaller private parcels which may have open space or recreational value.

\*2001 Open Space and Recreation Plan; Wenham Assessor records; Wenham Planning Department

Land of conservation and recreation interest are broken out by the following tables:

Table 5-1: Protected parcels – This includes permanently protected open space and recreational parcels owned by the Town, Conservation Commission, Salem-Beverly Water Supply Board, nonprofit organizations, the State, and other municipalities. It also includes private parcels that are permanently protected through conservation restrictions. A conservation restriction restricts future development of the site, and when granted in accordance with State general laws, is considered a permanent protection as it can only be removed with a two-thirds vote of the State Legislature.

Table 5-2: Unprotected parcels, including Chapter 61 parcels (temporary protection), publicly-owned parcels, and parcels owned by institutions and organizations.

Table 5-3: - Privately-owned, unprotected private parcels – These parcels range in size from approximately 3 ½ acres to 50 acres. Parcels with use described as “residential” generally include a single-family house and associated accessory uses but also have undeveloped land.

Abbreviations used in the Tables 5-1, 5-2, and 5-3 are as follows:

Ch. 61	Property tax classification for land in forestry production
Ch. 61A	Property tax classification for land in agricultural production
CH. 61B	Property tax classification for land in recreational use
Con Com	Wenham Conservation Commission
CR	Conservation Restriction
DPW	Wenham Department of Public Works
ECTA	Essex County Trail Association
FCE	Foundation for Continuing Education
H.A.	Wenham Housing Authority
HWOLT	Hamilton-Wenham Open Land Trust
HWRSD	Hamilton-Wenham Regional School District

HWYSA	Hamilton-Wenham Youth Soccer Association
IRGA	Iron Rail Gymnastics Academy
MA DEM	Massachusetts Department of Environmental Management
MBTA	Massachusetts Bay Transit Authority
ROSC	Residential Open Space Community
Self Help	Massachusetts Self-Help Program Grant
SBWSB	Salem-Beverly Water Supply Board
TTOR	The Trustees of Reservations
WVIS	Wenham Village Improvement Society

PROTECTED PARCELS TABLE 5-1											
Name of Parcel	Owner	Map – Lot	Manager	Use	Condition	Public Access	Grants received	Degree of protection	Zoning	Acres	Open Space and Recreation Potential
Reynolds Farm	Con Com	20-1	The Food Project	agriculture	good	yes		perpetuity	Residential	24.88	trail, canoe launch
Proctor Woodland	Con Com	20-11	same	agriculture	good	yes		perpetuity	Residential	8.98	trail, canoe launch
Williams ROSC	Con Com	44-18 44-21	same	forest and wetland	good	yes		perpetuity	Residential	8.70 2.71	trail, water supply protection
Pleasant Pond Beach	Con Com	7-58	Recreation Department	swimming, boating, fishing	Some problems with pond weeds	yes	Self Help	perpetuity	Residential	2.31	trail connections to Hamilton
Canal	SBWSB	5-1	SBWSB	water supply, trails	good	discouraged		perpetuity	Residential	232	trails
Cedar Street to Cherry Street	SBWSB	18-1 18-3F	SBWSB	water supply pipeline	good	discouraged		perpetuity	Residential	6.8 1.60	trail
Wenham Lake and shore	SBWSB	36-2	SBWSB	water supply	good	prohibited		perpetuity	Residential	48	trails
Longham Reservoir and area	SBWSB	30-3 30-17 39-2	SBWSB	water supply	good	prohibited		perpetuity	Residential	18.5 6.5 173.75	trails

Pleasant Pond right-of-way	MA DEM	7-6B 7-7A	MA DEM	forest	good	yes		perpetuity	Residential	1.5 0.77	trails, link to Hamilton
J.C. Phillip's Nature Reserve	Beverly Con Com	36-1	Beverly Con Com	wildlife sanctuary	good	yes	Self Help	perpetuity	Residential	29.61 in Wenham	trails, link to Beverly
Pine and Hemlock Knoll	TTOR	7-7	TTOR	wildlife sanctuary	good	yes		perpetuity	Residential	15.2	trails, link to Hamilton
Long Hill Estate	TTOR	40-4	TTOR	wildlife sanctuary, formal gardens	good	yes		perpetuity	Residential	24.8 in Wenham	trails, link to Beverly
Ipswich River Wildlife Sanctuary	Mass Audubon	2-1 4-2	Mass Audubon	wildlife sanctuary, canoeing, trails	good	yes		perpetuity	Residential	322.5 19.9	water supply protection, wildlife habitat, trails
Mass Audubon Cedar Pond Wildlife Sanctuary	Mass Audubon	17-13 17-14	Mass Audubon	wildlife sanctuary, trails	good	yes		perpetuity	Residential	129.83 33.65	trails, wildlife habitat
Endicott Regional Center	Mass Audubon	48-2 48-15 48-3C	Mass Audubon	wildlife sanctuary, trails, offices	good	yes		perpetuity	Residential	14.36 6.56 5.36	trails
Leaches Swamp	Greenbelt	9-1 9-2 15-3	Greenbelt	wetland	good	yes		perpetuity	Residential	0.91 0.22 24.5	existing Rail Trail link to Danvers and Topsfield

Birch Road	Greenbelt; donated in 2000	23-2	Greenbelt	wetland	good	yes		perpetuity	residential	13.3	existing Rail Trail link to Danvers; wildlife habitat
	Greenbelt	11-18	Greenbelt		good	yes		perpetuity	residential	3.12	
	Greenbelt	23-28	Greenbelt		good	yes		perpetuity	residential	3.13	
	Greenbelt	23-2	Greenbelt		good	yes		perpetuity	residential	13.29	
	private	31-6	Greenbelt holds CR			no		perpetuity	residential	4.47	
	private	28-5	Greenbelt holds CR			no		perpetuity	Residential	7.13	
	private	26-14	Greenbelt holds CR			no		perpetuity	Residential	10.27	
	private	28-5	Greenbelt holds CR			no		perpetuity	Residential	18.5	
	private	21-3	Greenbelt holds CR			no		perpetuity	residential	12.32	
	private	21-5	Greenbelt holds CR			no		perpetuity	Residential	2.11	
Wenham Lake Shore	HWOLT	26-14	HWOLT	water supply protection, view		yes		perpetuity	Residential	11.13	trail, picnic area
William Fairfield Lots	private	16-100 16-112 16-113 16-114	Private	residential open space	good	no		deed restriction within 150 to 200 feet of	Residential	5	scenic view

								roadways`			
Zernik Trust	private	16-110 16-11	Private	meadow, tree farm	good	no		deed restriction in perpetuity	Residential	2.41 2.66	scenic view
Boyden Farm	private	18-5	Greenbelt holds CR	water supply protection; agriculture	good	no		CR on 11.51 acres; perpetuity	Residential	12.75	trails, agriculture
Choate Farm	The Village of Choate Farm Home- owners Assoc.	23-11	CR - The Village of Choate Farm Home- owners Assoc.	wetlands	good	yes		perpetuity	Residential	6.18	adjacent to Rail Trail and land owned by Greenbelt, wildlife habitat
Cabot Farm	private	28-5A	Con Com holds CR	agriculture, equestrian trails, forest	good	ECTA members		perpetuity	Residential	76.85	trails, agriculture
Beals	private	21-6; 21-21 21-22	Greenbelt holds CR; ECTA maintains trails	equestrian trails	good	ECTA members		perpetuity	Residential	16.34 12.59 4.3	trails, link to Hamilton
Phippen Estate	private	22-3 22-6	Greenbelt holds CR	equestrian trails	good	ECTA members		perpetuity	Residential	7.11 19.45	Trails, link to Hamilton
Steward Estate	private	31-5 41-7	Greenbelt holds CR	forest, Miles River access	good	no		perpetuity	Residential	4.9 .46	trails
Ledyard Farm	private	21-1A 21-6	Con Com	equestrian trails,	good	ECTA		perpetuity	Residential	22.9 36.2	trails



TABLE 5-2 Unprotected Parcels Ch. 61A and Ch. 61B Land, Public Land, Institutions/ Organizations											
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		21-12A 21-17 21-17A	holds CR	events, training		members				29.0 9.4 .96	
Ayer Estate	private	21-3	Greenbelt holds CR	forest, wetlands, meadow	good	yes		perpetuity	Residential	15.35 under CR	trails, Miles River access, wildlife habitat
Parson's Hill Subdivision	Parson's Hill Association	45-3 45-50 45-49	Con Com holds CR	Pond, upland forest, wetlands	good	yes		perpetuity	Residential	44 under CR	trails, wildlife habitat, link to Man- chester-by- the-Sea

Address	Owner	Map-Lot	Manager	Use	Condition	Public access	Grants rec'd	Degree of protection	Zoning	Acres	Open space and recreation potential
Chapter 61 Land											
212 Topsfield Road	private	9-4	private	agriculture	good	no		12.0 acres in Ch.61A	Residential	18	agriculture, views, trails
69 Cherry Street	Private	18-2	private	agriculture, residential	good	no		12.7 acres in Ch.61A	Residential	14.7	agriculture
74 Cherry Street	private	18-64	private	agriculture, forestry	good	no		22 acres in Ch.61A	Residential	39.0	agriculture
62 Maple Street	private	23-16	private	agriculture, forestry; Harborlight 40B pending on a small portion of the site	good	no		24.63 acres in Ch.61A	Residential	24.63 acres	Agriculture,
62 Maple Street	Private	24-3	private	agriculture, residential	good	no		28 acres in Ch.61A	Residential	29	Agriculture
51 Maple Street	Private	24-8A	private	agriculture	good	no		18.3 acres in Ch. 61A	Residential	18.3	agriculture, trails
9 Maple Street	private	24-9	private	agriculture	good	no		101.43 Acres in Ch.61A	Residential	121.25	agriculture, trails
87 Main Street	private	26-13	private	agriculture; residential	good	no		10.48 acres in Ch.61A	Residential	12.0	agriculture, scenic landscape
94 Main Street	private	27-33	private	golf course	good	yes		65 acres in Ch.61B recreation	Residential	66	Recreation – golf course
60 Main Street	private	27-36	private	under agreement/residential	good	no (yes in		29.82 acres in	Residential	29.82	open space set aside as part of

				development permitted		future)		Ch.61B until sale			flexible development approval
96 Larch Row	private	28-5C	private	agriculture	good	no		13.69 acres in Ch.61A	Residential	14.6	agriculture
Dodges Row	private	39-1	private	agriculture	good	no		12 acres in Ch.61A	Residential	12	agriculture
57 Dodges Row	Private	39-7	private	agriculture	good	no		20 acres in Ch.61A	Residential	23.9	agriculture
136 Grapevine Road	private	41-10	private	agriculture, residential	good	no		30.87 acres in Ch.61A	Residential	32.87	agriculture trails; Miles River access
Municipal											
Leaches Swamp	Town	23-12	Town	wetlands; on Rail Trail	good	yes		none	Residential	5.7	scenic view, wildlife habitat
Beverly Municipal Airport	City of Beverly	33-22 34-1	Airport Commission	airport	good	no		none	Residential	0.5 30.22	wildlife habitat
Buker School 11 School Street	Town	13-44	HWRSD	Elementary school; playground; athletic fields	good	Yes		none	Residential	7.13	school; playground; athletic fields
Pingree Park	Town	14-5	Recreation Department	athletic fields, playground	good	yes		none	Residential	14.56	fully developed
Mayflower Drive	Town	15-2	Town	wetland; on Rail Trail	good	yes		none	residential	15.1	wetland; scenic view; wildlife habitat
West Wenham Field (Higginson Field)	Town	25-28	Recreation Department	tennis court, basketball court, field	poor	yes		terms of will	Residential	3.16	limited by lack of parking; accessibility issues
Miles River Lot	Town	37-22	Town	wetland	good	yes		none	Residential	5.3	wildlife habitat; potential access to Miles River
Iron Rail	Town	31-1	Iron Rail	soccer fields, trails,	good	yes		None	Residential	79.53	undeveloped

Property 91 Grapevine Road			Commission	DPW garage, gymnasium leased for gymnastics, future cemetery							portion mostly wetland and wildlife habitat
Grapevine Road	Town	48-7	Town	wetlands	good	yes		none	residential	2.0	wildlife habitat; adjacent to Endicott Regional Center
Essex Street	Town	41-11	Town	wetlands on Miles River	good	yes		none	Residential	2.6	water supply protection, wildlife habitat
21 Hull Street	Town	44-18	Town	wetlands	good	yes		none	Residential	2.71	wildlife habitat
Publicly-owned (non-municipal)											
Enon Village, Larch Lane	H.A.	20-7	Wenham H.A.	senior housing	good	yes		none	Residential	24.6	trails, Miles River frontage
MBTA Lot	MBTA	37-7; no proper- ty card	MBTA	former rail spur to ice house		no		none	Residential	4.2	adjacent to Wenham Pines development

Owned by institutions and organizations											
Gordon College	Gordon College	43-1, 42-5, 44-4, 44-4A, 44-4D 44-5 44-15 44-16 45-1 45-4	Gordon College	College campus, playing fields, ponds, forest, wetlands, 200- foot scenic easement on Route 128	Good	limited		none	Residential	238 29.7 12.29 13.41 4.65 1.15 3.12 0.92 10.3 4.94	trails, boating, skating, watershed protection, wildlife habitat
The Academy at Penguin Hall, formerly Mullen Advertising	same	40-3	same	private school forest – undeveloped portion	good	no		none	Residential	49.64	wildlife habitat, trails, watershed protection
Foundation for Continuing Education	FCE	12-12	FCE	adult education	good	no		none	Residential	8.07	on Pleasant Pond; swimming, picnics, camping, playground
Boston Prov. Sisters of Notre Dame	Boston Prov. Sisters of Notre Dame	30-20	Boston Prov. Sisters of Notre Dame	Private school	Good	no		None	Residential	1.95	Link between Iron Rail and The Academy properties;
Wenham Tea House	WVIS	19-16	WVIS	Restaurant, playground, tennis courts	Good	Yes		None	Residential	6.3	Continue same uses; restore skating pond

Table 5-3 – Private, unprotected parcels

Map	Lot	Owner	Use	Zoning	Acreage	Open Space and Recreation Potential
7	6	private	residential	residential	10.55	wetlands, abuts Mass Audubon and TTOR parcels
10	32	private	residential	residential	89.45	wetlands, abuts Mass Audubon and SBWSB parcels
10	21	private	residential	residential	10.16	wetlands, abuts Mass Audubon and SBWSB parcels
10	11	private	undeveloped buildable*	residential	17.1	part wetlands; abuts SBWSB Canal
11	17	private	residential	residential	9.93	undeveloped portion is wetlands; abuts SBWSB land
12	16	private	residential	residential	19	abuts Town wellfields, open meadows
12	25	private	residential	residential	7.3	abuts Town wellfields
13	6	private	residential	residential	5.50	abuts Town wellfields
13	7	private	residential	residential	8.94	ponds, forest, abuts Town wellfields
14	19	private	residential, horses	partly zoned business and partly residential	13.33	Scenic; adjacent to commercial use and near South Hamilton Center; across from Pingree Park
19	56	private	residential	residential	50.78	meadows, forest, scenic view, wetlands
20	4	private	residential	residential	7.04	forest, wetlands wildlife habitat
20	12	private	residential	residential	8.56	meadows, wildlife habitat, scenic view
21	2	private	residential	residential	9.9	meadows, forest, wildlife habitat
21	3	private	residential	residential	16	meadows, forest, scenic view, horse trails, adjacent to Miles River
22	10	private	residential	residential	5.89	ponds, wetland, wildlife habitat
23	10A	private	residential	residential	5.1	abuts parcel 23-2 owned by Greenbelt
25	17	private	residential	residential	5.7	abuts Mass Audubon
28	15	private	Undeveloped 3-6 lots*	residential	26.6	trails
29	4	private	residential	residential	11.53	trails, equestrian center
29	4A	private	residential	residential	13.96	pond, meadows, horse trails, forest, wildlife habitat
29	9	private	residential	residential	6.08	forest, abuts SBWSB reservoir
29	10	private	residential	residential	9.65	forest, abuts SBWSB reservoir
30	1	private	residential	residential	10.43	abuts SBWSB land, horse trails
30	2	private	residential	residential	5.62	abuts SBWSB land, horse trails

30	18	private	residential	residential	13.38	water supply protection
32	4	private	residential	residential	17.67	wetlands, forest, abuts Gordon College land
34	4	private	residential	residential	25.3	wetlands, forest, abuts Streeter parcel and Beverly Airport
34	6	private	undeveloped	residential	14.5	wetlands, forest, abuts Streeter parcel and Beverly Airport
34	7	private	undeveloped (back lot)	residential	4.5	wetlands, forest, abuts Beverly Airport
34	10,11,121 3, 16,17, 19,20, 21,22,23, 24,25	private	undeveloped lots in subdivision	residential	18	mostly wetlands
37	21	private	residential	residential	29	abuts Miles River and Town conservation land
39	8	private	undeveloped	residential	15.50	forest; stream tributary to Longham Reservoir; abuts Long Hill
40	2	private	residential	residential	34.3	forest; stream tributary to Longham Reservoir; abuts Long Hill
41	5	private	undeveloped	residential	3.5	Miles River frontage; wetlands, forest
41	8	private	residential	residential	14.4	Miles River frontage; wetlands, forest
41	12	private	undeveloped	residential	8.97	Miles River frontage; wetlands, forest
42	14	private	residential	residential	8.1	Miles River frontage; wetlands, forest
42	15	private	residential	residential	18.4	Miles River frontage; wetlands, forest
42	16	private	residential	residential	10.99	forest
48 and 49	14, 14A, 14B, 2	private	residential	residential	11.4	meadows, trails, wetlands, abuts Parson's Hill open space, existing trails, links to Beverly

\*According to Town Assessor



## Section 6- Community Vision

### A. Description of Process

The planning process to determine open space and recreation goals was extensive. The public outreach component was launched with the publication of a Letter to the Editor from the Open Space and Recreation Committee in the two local newspapers, The Salem News and the Hamilton-Wenham Chronicle. The Open Space and Recreation Committee (OSRC) met with its consultant to review the goals and objectives from the previous 2001 Plan, and determine what activities had been achieved or were no longer relevant.

A community-wide public forum was broadly advertised and held on November 2, 2017. It was well-attended and interactive, with residents weighing in on open space priorities, such as drinking water supply and wildlife habitat, passive recreation (trails), and active recreational priorities, such as athletic fields. The community survey on open space and recreation planning was released in early November and advertised through numerous outlets, including the Chronicle, email distribution lists, and social media, such as Facebook and Twitter. Paper copies were available at the Town Hall, Library and Senior Center. The Town received a total of 382 responses, representing 14% of registered voters and potentially 26% of households (some households may have had more than one respondent). The community survey results were very consistent with the needs, values, and goals expressed at the first public forum.

The Recreation Commission and Economic Development Commission were invited to serve on the OSRC as liaisons between the boards. The Recreation Department, Water Department, and Department of Public Works were contacted to provide their input on components of the plan.

A second public forum was held in May 2018 and was again broadly advertised. The purpose was to update residents on what was learned over the course of the project, how that has shaped the recommendations for open space and recreation, and provide an additional opportunity for input. Following the successful forum, the draft plan was posted on the Town's website to provide an additional opportunity for input.

### B. Statement of OpenSpace and Recreation Goals

The Town's overall vision is an open space and recreation system that provides and maintains open space and recreational facilities that meet the needs of its residents for both active and passive uses; protects its environmental and historic resources; and maintains the Town's rural character.

To achieve this vision, the following goals have been established:

Goal 1: To protect the Town's natural resources and open space areas that contribute to passive recreational enjoyment (i.e. walking/hiking, scenic views, picnicking, wildlife observation, etc.), drinking water supply, high value core wildlife and plant habitat, agricultural and forestry use, and rural and historical character.

Goal 2- To improve trail networks, cycling paths/lanes, and sidewalks to provide recreational opportunities for activities such as walking, running, hiking, cycling, and wildlife observation.

Goal 3: To provide and maintain facilities and resources for active recreation and opportunities for all residents.

Goal 4: To sustain the Town's commitment to carrying out this plan.

## Section 7 - Analysis of Needs

Prior sections contain inventories of Wenham's recreational and natural resources and the community's open space and recreational resource goals. Section 7 describes the shortfall between what the community has today and what it would like in the future for both open space resources and recreational opportunities.

The analysis reflects comments during the two Public Forums, the Community Survey, the Recreation Master Plan Report for the Town of Hamilton and Wenham, MA, completed in 2012 by Gale Associates, and input from Town Department Heads.

The 2012 Statewide Comprehensive Outdoor Recreation Plan (SCORP) and MetroFuture, prepared by the Metropolitan Area Planning Council, were reviewed in order to look at open space and recreation from a regional perspective.

The community input regarding needs in Wenham is consistent with both these documents, specifically:

### SCORP

*"The need for more trails, especially those closer to where people live, was most frequently mentioned as a real need across the state. There is a strong desire for more car-free recreation options, meaning options where a resident would not have to get in his or her car to access a recreational activity. Respondents want more town or city-wide trail systems, loop trails within long distance trail networks that can be completed in a shorter amount of time, and urban trails that connect to water bodies. Rail trails are popular, as is making roads more bike-friendly.... Respondents wanted land to be protected not just for trails, but also to provide a corridor for wildlife."*

The goals from SCORP are as follows:

1. Increase the availability of all types of trails for recreation
2. Increase the availability of water-based recreation
3. Invest in recreation and conservation areas that are close to home for short visits
4. Invest in racially, economically, and age diverse neighborhoods given their projected increase in participation in outdoor recreation

Goals 1 through 3 are the most relevant for Wenham and are consistent with Wenham's open space and recreation goals and the needs discussed below.

MetroFuture, the Boston area's 30-year plan, identifies the following 11 goals in respect to open space and recreation that are reflected in the Town's goals, objectives, and action plan:

- Cities, towns, and neighborhoods will retain their sense of uniqueness and community character.

- Historic resources will be preserved and enhanced.
- Communities will work together to plan for growth and share resources.
- All neighborhoods will have access to safe and well-maintained parks, community gardens, and appropriate play spaces for children and youth.
- The region's agricultural economy will grow through a focus on sustainable farming.
- Most people will choose to walk or bike for short trips.
- The average person will drive fewer miles every day.
- Water resources will be carefully budgeted and sustainably managed so that clean water is available for appropriate uses and development.
- The ecological condition of wetlands will improve, and fewer wetlands will be lost to development.
- The region will retain its biodiversity and will have healthy populations of native plants and animals, and fewer invasive species.
- A robust network of protected open spaces, farms, parks, and greenways will provide wildlife habitat, ecological benefits, recreational opportunities, and scenic beauty.

#### A. Summary of Resource Protection Needs

The natural resources discussed in this section include groundwater, surface water, wetlands, lakes, streams, floodplains, forests, farmland, scenic beauty, and high value core wildlife and plant habitat and corridors. Wenham is rich in natural resources, but many are privately owned and vulnerable to future development. From the OSRC's recent survey and public forums, it is clear that a high priority goal of the residents is to preserve and protect Wenham's natural resources.

##### ➤ *Protecting drinking water supply, including groundwater and surface water*

Specific needs relating to the protection of the drinking water supply are being addressed by the Wenham Water Department. To provide for a continuing source of clean water, the Town of Wenham through its Water Department and in conjunction with the Massachusetts Department of Environmental Protection (MassDEP), completed a "Source Water Assessment Plan" in 2001. This effort assessed activities near the Town's wells that have the potential to threaten water quality. The plan notes the following potential issues: 1. Inappropriate activities conducted in the Zone I. The Town does not own or control all of Zone I; 2. Underground storage tanks present in Zone II; 3. Septic systems present in Zone II; 4. Stormwater catch basins in Zone II.

The Wenham Water Department is addressing these issues by:

1. Working with property owners within Zone 1 on methods of safeguarding the groundwater;
2. Working with the Fire Department to inventory and inspect underground storage tanks. A bylaw was enacted by the voters of Wenham to require testing of these tanks;
3. Working with the Board of Health to educate residents concerning the proper care of their

septic systems and compliance with Title 5 regulations;

4. Working with the Conservation Commission to evaluate potential impacts to wetland and Town water quality;

5. Working with the Department of Public Works to keep catch basins clean and in good repair; and,

6. Coordinating wellhead protection plans with Danvers, Topsfield, Beverly and Hamilton to ensure out-of-town protection of our watershed.

According to the Water Superintendent, additional parcels are not needed for additional wellhead protection at this time, and current regulations are sufficient for protection of Wenham's watershed and aquifers to protect drinking water supply.

The Town has a sufficient water allocation to meet the Town's current needs and it will be sufficient to meet future growth provided the Town can get the highest residential offenders of outdoor watering to comply with the water ban. The Town of Wenham bylaw prohibits watering in the middle of the day (9:00 am to 5:00 pm) from May 1st to September 30<sup>th</sup>, and rain sensors are required to be installed if a homeowner has an automatic irrigation system. This bylaw applies to private wells, as well. In the 2016 Source Water Assessment Report the Town also identifies and encourages a number of indoor conservation measures.

Specific needs include:

- To continue to address water quality issues as noted above.
- To continue to work to enforce and encourage water conservation measures as noted above.
- To continue staying engaged with partners, such as the Greenscapes North Shore Coalition, which focus on outreach and education on water issues. The Town of Wenham is a member of Greenscapes.

➤ *Preserving open space for passive recreation and enjoyment (i.e. walking/hiking trails, scenic views, picnic areas, wildlife observation, etc.)*

Trails are addressed as passive recreation needs under *B. Community Needs*. The following specific needs were identified in relation to open space as a scenic landscape natural resource.

Specific needs include:

- To preserve scenic vistas of lakes, ponds, stonewalls and fields, and for wildlife observation.
- To develop an acquisition and protection strategy, including fee simple acquisition, conservation restrictions, and scenic easements.

➤ *Protecting high value core wildlife and plant habitat, and maintaining buffers and corridors*

Specific needs include:

- To identify/protect parcels adjacent to permanently protected lands to increase the value for wildlife and plant habitat of these areas, especially those areas classified as landscape blocks by NHESP.
- To Identify any gaps or interruptions in wildlife corridors.
- To preserve open space parcels to create a connected system of wildlife corridors.
- To develop an acquisition strategy.

➤ *Maintaining the Town's rural character*

Specific needs include:

- To preserve open space in visible locations along the Town's main road.
- To preserve views of farms, fields, lakes, ponds, and stonewalls.
- To develop an acquisition strategy.

➤ *Preserving current farmland and encouraging the use of land for agriculture and forestry*

Specific needs include:

- To determine the long-range plans of owners of active farms.
- To prioritize agricultural lands currently under the temporary protection of Chapter 61 for potential acquisition in the future, should the current owners decide to sell for a purpose other than agriculture.
- To research innovative measures to preserve farming and to encourage the use of land for this purpose.
- To identify any parcels of prime farmland that are not developed for potential future farms.

➤ *Preserving places of historical value*

Specific needs include:

- To coordinate with other Town boards, such as the Historic District Commission, Historic Commission, and Community Preservation Committee, and non-profit groups, to understand on-going and proposed projects.
- To support the work of others.

## B. Summary of Community's Needs

This section includes both active and passive recreational needs to achieve the stated goal:  
*To provide and maintain facilities and resources for active and passive recreation and opportunities for all residents*

The analysis is based on comments during the first Public Forum, the Community Survey, the “Recreation Master Plan Report” for the Town of Hamilton and Wenham, MA, completed in 2012 by Gale Associates, and input from Town Department Heads.

Priority passive recreation needs:

- Building more pedestrian and cycling paths, including better sidewalks, to increase connectivity so that people can access open space and recreational areas without driving. Several years ago, a committee, “Walk Wenham” worked closely with the Department of Public Works to create bicycle paths/sidewalks to improve pedestrian and bicycle safety. It had a number of successes before disbanding. These successes included partial completion of the bike path/sidewalk along a large section of Cedar Street with a link to walking trails on property under the control of the Hamilton Wenham Open Land Trust, providing scenic areas and an opportunity for passive recreation overlooking Wenham Lake.
- In terms of trail networks and passive recreation opportunities, trail awareness is a top priority as users were somewhat unaware of what resources were available (*Gale Report*).
- Publication/better dissemination of information regarding public lands and existing trails; including better trail maps with information on location of trailheads, length, parking availability, restrictions, and allowed uses. A sizable number of survey respondents commented that they were not even aware of many of the resources and opportunities within Town. ECTA has completed and printed maps for Wenham and Hamilton, which are available for sale from its website. Trail maps include Cedar Pond, Gordon College, Iron Rail, J.C. Phillips Nature Reserve, Long Hill, and Manchester Watershed. However, it appears that the availability of these trail maps is not well-known.
- Trail information that specifically provides information on walking facilities that are adequate for senior citizens (i.e. length, difficulty, and amenities, such as benches)
- Better signage at the trailheads.
- Trail markers to designate the trails
- Enhanced communication through a variety of means. Organized activities, such as walks, hikes, and annual cleanups, would help promote passive recreational opportunities.
- Insufficient parking can be a deterrent to potential users. If a formalized parking area at each location is unrealistic, there is at least a need for posted signage to indicate that parking is permitted for trail users.
- Access to water bodies and the potential for increased water-based recreation, such as a canoe or kayak launch.

Priority active recreation needs

- The Town has determined that the redevelopment of the game field and track at the High School is the highest priority need. Other athletic field projects will be re-evaluated upon accomplishment of this project and/or as needed; i.e. lease with HWYSA for Iron Rail fields expires



July 1, 2024. Funding is not yet secured. A two-town working group has been established to develop a strategy and secure funding for the project.

- There is a recent need identified to provide satisfactory tennis courts for the Town and the High School. The tennis courts at Pingree Park are in poor condition.

*Background:* The 2012 “Recreation Master Plan Report, Towns of Hamilton and Wenham” (also known as the *Gale Report*) informed this Plan and identified the following recreational priority needs:

- The highest priority need was for an improved pool facility at Patton Park. *This facility was recently upgraded and reopened in the summer, 2017.*
- Additional athletic field space is one of the most compelling recreational facilities needs within the towns. According to the report, an aggressively maintained, irrigated field that is rested for about a third of the fall or spring growing season can sustain up to 200 - 250 team uses per year. The most heavily scheduled fields are the Patton Park fields, High School Field, Buker Elementary fields and Fairhaven Field, each nearing or exceeding about 400 annual uses. In summary, 14 of the 22 athletic fields maintained by the two towns are either broken down or heavily distressed.
- The report recommended that Phase 1 should include the redevelopment of the fields at the Hamilton-Wenham Regional High School.

The “Recreation Master Plan Report for the Hamilton-Wenham Regional High School” was completed in January, 2015 by Gale Associates to update cost estimates and further finalize plans.

The Recreation Department has moved forward with the design and permitting of the redevelopment of the game field (“football field”) and track at the High School and the project has received approval from the Planning Board and Conservation Commission. The first phase of the project is \$3.6 million. It includes an expanded track radius with a urethane pave mat surface and a full-width multi- purpose game field in its interior. The increase in track radius will result in an athletic field sized appropriately for football, soccer, lacrosse, and field hockey uses. The multi-purpose field is proposed to be synthetic turf, to provide a durable, all-weather surface, maximizing the quantifiable amount of uses afforded by the field. The second phase of the redevelopment of the High School athletic fields includes additional multi-purpose fields for approximately \$3.5 million.

According to the *Gale Report*, the track and field redevelopment project accomplishes several goals and objectives. The transition from a natural grass playing field to a synthetic turf playing field will allow the High School to double or triple the amount of uses on the field, without affecting the field’s quality. In order to gain full advantage of the field, an athletic lighting system is proposed. Athletic lighting extends the hours of play so that the high school can place more demand on the field. Conversion to the synthetic turf field, plus installation of athletic lighting, can presumably take demand off from the other natural grass athletic fields and allow them to have a rest period. The

field will be capable of holding over 500 annual team uses without detriment to the quality of the field.

In terms of the needs of specific age groups, over 75% of the survey respondents with children under 18 years of age felt that there are sufficient recreational opportunities for toddlers aged 1-3 and children aged 4 – 12. Seventy percent (70%) of respondents felt that adults aged 19 – 60 had sufficient recreational opportunities. This is reflected in survey responses that focused on maintaining and improving existing facilities with the exception being to build more pedestrian and cycling paths and increase connectivity to existing open space and recreational areas noted above.

Only 42% of households with teens aged 13 – 18 felt that there were sufficient recreational opportunities for them. There is a need to provide innovative ways/programs for this age group. The prior survey by Gale Associates showed low support for a skate park. Less than half of the respondents (44%) felt that there were sufficient recreational opportunities for adults 61 years of age and older. However, this could be related to the fact that many respondents were not aware of the passive recreational opportunities within the community or services that the Council on Aging offers.

The ADA Self-Evaluation (Appendix G) determines how accessible a community's conservation and recreation programs and properties are to people with disabilities. It is a useful diagnostic tool for the community to recognize any shortcomings of the existing programs and develop a plan to remedy them. In addition to making sites accessible, these ADA improvements also result in more comfortable and safer parks, trails, and conservation and recreation programs. The Recreation Director noted that accessibility is provided when facilities are upgraded. The improvements to the Patton Park Pool resulted in a pool and associated bathrooms that are now accessible.

There is a need for improved handicapped accessibility for the Town's recreational facilities, including Pingree Park, Iron Rail fields, Buker School fields, Pleasant Pond Beach, and the Rail Trail. Generally, there is a need to provide parking spaces that comply with the Americans with Disabilities Act (ADA), accessible paths of travel from the parking lot to the facilities, accessible restrooms, and playground surface material that complies with ADA requirements. See Appendix G – ADA Self-Evaluation for specific transition plans for each facility.

### C. Management Needs, Potential Change of Use

Good stewardship of conservation and recreation areas involves proper management and on-going maintenance.

Upkeep and maintenance of recreational facilities is an ongoing issue, according to the Recreation Director, as in many communities. Fifty-six percent (56%) of the community survey respondents concurred, identifying maintenance and improvement of existing park and recreational areas as a high priority. This is consistent with the 2012 Recreation Master Plan Report by Gale Associates that also identified the need for improved maintenance and upkeep of athletic fields and parks. The DPWs in both towns maintain their respective recreational facilities. According to Gale Associates,

the Wenham and Hamilton Departments of Public Works have an extremely low budget in comparison with the recommended budget for maintaining the quantity of fields under the responsibility of the Recreation Department, although it noted that the resources are used in the most effective way possible. Gale Associates also noted that it is nearly impossible to provide maintenance that will sustain the level of use currently placed on the athletic fields, as discussed above under *Community Needs*.

While a portion of passive recreation areas are owned by the Town at Iron Rail Fields, the majority of passive recreation opportunities in Wenham is either owned, facilitated, and/or maintained by private groups and associations, including Essex County Trail Association (ECTA), the Trustees of Reservations (TTOR), Massachusetts Department of Conservation and Recreation, Gordon College, Greenbelt, Mass Audubon, and the City of Beverly.

ECTA has completed town-wide trail management plans (TMPs) for Ipswich, Hamilton, West Newbury, Essex and Topsfield. The intent of these innovative TMPs is to streamline trail management decisions for the town, and to help private and public landowners manage their trails quickly and professionally. ECTA is the only organization offering this valuable service to towns, landowners and public agencies. There is a need for a town-wide management plan for trails in Wenham.

There is a management need to identify the appropriate entity/entities to sustain the Town's commitment to carrying out this plan. Coordination among the Town departments, as well as among non-profit institutions and associations, will be required.

The Open Space and Recreation Committee has identified the need to consider the establishment of a funding source for land acquisition so the Town has the ability to purchase land in a timely manner when it becomes available, especially in regard to Chapter Land parcels.

## Section 8 -Goals and Objectives

GOAL 1: To protect the Town's natural resources and open space areas that contribute to passive recreational enjoyment (i.e. walking/hiking, scenic views, picnicking, wildlife observation, etc.), drinking water supply, high value core wildlife and plant habitat, agricultural and forestry use, and rural and historical character.

Objective 1- Identify priority parcels and develop a strategy for their protection, including potential partnerships and funding.

Objective 2 - Protect priority parcels through acquisition, conservation restrictions, scenic easements, or other means, as opportunities arise.

Objective 3 – Undertake other actions to protect natural resources; i.e. certification of vernal pools; support for existing farmers, etc.

Objective 4 - Educate the public on the need for resource protection and how they can help.

Objective 5 – Work with other Town departments to support their resource protection initiatives.

GOAL 2- To improve trail networks, cycling paths/lanes, and sidewalks to provide recreational opportunities for activities such as walking, running, hiking, cycling, and wildlife observation.

Objective 1 - Build more trails and pedestrian and cycling paths, including better sidewalks, to increase connectivity so that people can access open space and recreational areas without driving.

Objective 2 – Enhance existing recreational trail networks.

Objective 3 – Increase public awareness regarding open space resources and existing trails.

GOAL 3: To provide and maintain facilities and resources for active recreation and opportunities for all residents

Objective 1 - Improve and maintain existing parks and playgrounds to provide a mix of uses for a broad range of needs and interests, including all age groups and people with disabilities.

Objective 2 - Redevelop and improve existing field facilities to meet high demand for athletic fields, including consideration of turf and lighting to extend their use.

GOAL 4: To sustain the Town's commitment to carrying out this plan.

Objective 1 – Develop and put in place the necessary administrative structures and policies.

## Section 9 – Seven-Year Action Plan

The Seven-Year Action Plan is organized by goals and objectives in the tables below (see Action Plan – required Map 8).

**GOAL 1: To protect the Town’s natural resources and open space areas that contribute to passive recreational enjoyment (i.e. walking/hiking, scenic views, picnicking, wildlife observation, etc.), drinking water supply, high value core wildlife and plant habitat, agricultural and forestry use, and rural and historical character.**

*Objective 1- Identify priority parcels for protection through acquisition, conservation restrictions, scenic easements, or other means, and develop a strategy for their protection, including potential partnerships and funding. See Appendix F – Parcel Ranking Matrix (pdf) and Parcel Ranking Matrix Instructions. Note: The actual Parcel Ranking Matrix is in the form of an Excel spreadsheet and is located in the Planning Department.*

ACTIONS	STATUS	RESPONSIBLE PARTY	ACTION YEAR	POTENTIAL FUNDING
1. Develop an evaluation system for ranking open space parcels for potential acquisition (see Appendix F, Parcel Ranking Matrix and Instructions).	Parcel Ranking Matrix completed	OSRC	FY18	N/A
2. Identify priority Chapter 61 parcels using the Parcel Ranking Matrix evaluation system. Complete the Matrix for all Chapter 61 parcels (see Appendix F).		OSRC	FY19	N/A
3. Consider whether the Town could purchase and lease Ch. 61A land for agricultural use when it becomes available for sale; work with non-profit partners, including Greenbelt and Land for Good to develop a strategy.	Reynolds Farm is an example.	OSRC	FY19	N/A
4. Develop a right-of-first-refusal policy and procedure for the Town to be poised to act quickly on Chapter 61 parcels as part of an acquisition strategy.		OSRC; Board of Selectmen	FY19	N/A

5. Undertake public outreach and education to increase awareness about different options for protecting open space, such as Chapter 61, conservation restrictions, leasing Town-owned land for agriculture, mandatory dedication of open space by developers, etc.	Many survey respondents were not familiar with these programs.	OSRC	FY19 - 25	N/A
6. Consider establishing a reliable funding source and mechanism, such as a bonding program, to fund the acquisition of Chapter 61 and other parcels where there is a need to act in a timely manner; meet with representatives from the Town of Ipswich to learn about their program. Note: 53% of community survey respondents supported creation of a bond to move quickly to acquire high priority parcels.		OSRC; Board of Selectmen; EDC	FY19	N/A
7. Review Town-owned parcels with significant wetlands for potential protection through transfer to the Con Com. Consider parcels 15-2, 23-12, 37-22, 41-11, 48-7		OSRC working with Con Com	FY19	N/A
8. Identify any gaps or interruptions in wildlife corridors and target these open space parcels for acquisition or conservation restriction to create a connected system of wildlife corridors.		OSRC	FY20	N/A
9. Explore the possibility for a fish ladder associated with Wenham Lake and the Miles River.		OSRC	FY23	N/A
10. Coordinate with other organizations that are involved with land acquisition and protection. Specifically, work with Greenbelt to develop an acquisition strategy; include regular 6-month updates at an OSRC meeting as part of this strategy.		OSRC	FY19 - 25	N/A
11. Communicate with the Miles River Collaborative to stay informed as to the status of the feasibility study relating to improvements to the Miles River to address low flow velocity, nutrient inputs, and barriers to flow.	Town is currently trying to secure a commitment from the Army Corps of Engineers for a feasibility study.	OSRC	FY19 - 25	N/A



*Objective 2 - Protect high priority parcels through acquisition, conservation restrictions, or scenic easements, as opportunities arise.*

ACTIONS	STATUS	RESPONSIBLE PARTY	ACTION YEAR	POTENTIAL FUNDING
1. Acquire high priority Ch. 61 parcels as they become available; or protect through other means.		OSRC; ConCom; Board of Selectmen	FY19-25	Town; CPA; State; non-profit partners
<p>2. Concentrate on adding to already protected lands, as well as conserving wetlands, and protect these targeted parcels:</p> <p>a. In the northwestern corner of Wenham, Mass Audubon and the Salem-Beverly Water Supply Board protect much of the Great Wenham Swamp. Protect the few unprotected parcels adjacent to the protected land.</p> <p>b. Along Miles Brook at the Beverly line, the ConCom and Greenbelt own conservation restrictions. Protect unprotected, undeveloped parcels adjacent to these conserved parcels.</p> <p>c. Gordon College owns a large parcel surrounding Coy Pond, with the campus on the south side of the pond. Much of the undeveloped part of this parcel is wetlands, including areas adjacent to the pond that are <i>BioMap2</i> Core Habitat for a Wetlands Core. Protect these wetlands and adjacent uplands.</p> <p>d. At the north end of Beverly Airport, there is a large area of undeveloped land that is mostly wetlands. While this is not habitat for rare species, conserving these wetlands and their adjacent, buffering uplands will help conserve biodiversity in general.</p>		OSRC; ConCom; Board of Selectmen	FY19 - 25	Town; CPA; State; non-profit partners
3. Contact Gordon College and owners of large, undeveloped estates to discuss the possibility of placing conservation restrictions on their properties (i.e. Parcel 019-0056 adjacent to Reynolds Farm); does Gordon		OSRC; ConCom	FY21	N/A

College have an institutional master plan for their property? Proceed as appropriate.				
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*Objective 3 – Undertake other actions to protect natural resources.*

ACTIONS	STATUS	RESPONSIBLE PARTY	ACTION YEAR	POTENTIAL FUNDING
1. Certify vernal pools on Town-owned property and require developers to certify pools on any property requiring permits from the Town. Specifically look at the Grapevine Road Right-of-Way and other street rights-of-way. Amend ConCom Bylaw, if necessary, to require developer certification of vernal pools.		OSRC; ConCom	FY20 - 21	N/A
2. Support continued farming and encouraging use of land for agriculture and forestry through use of Chapter 61.	Ongoing	OSRC; Assessor	FY19 - 25	N/A
3. Coordinate with other organizations that are involved with land protection and farming, such as Greenbelt and Land for Good, a non-profit that provides support and expert guidance to help farmers, landowners and communities navigate the complex challenges of land access, tenure and transfer.		OSRC	FY19 - 25	N/A
4. Determine the long-range plans of owners of active farms; introduce them to available technical resources, such as Land for Good.		OSRC	FY21	N/A
5. Identify any parcels of prime farmland that are not developed for potential future farms.		OSRC	FY21	N/A

6. Implement opportunities identified in the Municipal Vulnerability preparedness (MVP) and Hazard Mitigation Plan to advance actions that further reduce the impact of climate change and natural hazards and increase resilience across and within municipalities.	MVP Study and Hazard Mitigation Plan to be completed FY19.	TBD	FY20- 25	TBD
7. Habitat Management: Assess conservation and water supply areas for the presence of invasive species. If invasives are present in substantial numbers or areas, consider removing them.		ConCom; OSRC	FY21	The Division of Fisheries and Wildlife has offered grants in the past and is hoping to do so again in the future.
8. Regulation: While ConCom is charged to enforce the provisions of the Massachusetts Wetlands Protection Act, there is no local board or official charged with enforcing the provisions of the Massachusetts Endangered Species Act. Consider having ConCom and the Building Inspector notify development applicants of the presence/absence of Priority Habitat of Rare Species on the applicant's property.		ConCom; Building Inspector; OSRC	FY21	N/A
9. Support the use of the Flexible Development Bylaw to preserve open space, reduce impervious area and reduce overall and peak stormwater runoff to minimize pollution of water resources.	Ongoing	Planning Board; OSRC;	FY19 - 25	N/A
10. Assess historic resources and prioritize improvements to protect those resources that are most endangered.	Ongoing. CPA funding is being used for the Fairfield Cemetery Restoration Project	Historic Commission; Historic District Commission; Cemetery Commission	FY19 - 25	Town; CPA
11. Continue to inventory and inspect underground storage tanks to protect water resources.	Ongoing	Fire Dept.	FY19 - 25	N/A

12. Continue evaluating proposed development for potential impacts to wetland and Town water quality;	Ongoing	ConCom; Water Dept.	FY19 - 25	N/A
13. Continue keeping catch basins clean and in good repair.	Ongoing	DPW	FY19 – 25	N/A
14. Continue coordinating wellhead protection plans with Danvers, Topsfield, Beverly and Hamilton to ensure out-of-town protection of the Town's watershed.	Ongoing	Water Dept.; Planning Dept.	FY19 – 25	N/A

*Objective 4 - Educate the public on the need for resource protection and how they can help.*

ACTIONS	STATUS	RESPONSIBLE PARTY	ACTION YEAR	POTENTIAL FUNDING
1. Undertake low-cost ways to build support for conservation of biodiversity, such as: <ul style="list-style-type: none"> <li>a. Offer field trips on Town or non-profit conservation areas</li> <li>b. Write articles on conservation for local websites and newspapers</li> <li>c. Encourage local high school or college students to conduct biological surveys and observations on conservation areas.</li> </ul>		ConCom; OSRC	FY19-25	Town
2. Support workshops, house tours, signs, and other educational activities concerning the history of Wenham's landscapes and structures, and also methods to preserve and renovate such structures.	Ongoing	Historic Commission; Historic District Com	FY19-25	N/A
3. Educate the public about the Town's watersheds and aquifers and how to help protect them. Work with partners, such as Greenscapes North Shore Coalition,	Ongoing	Water Dept.; OSRC working	FY19 - 25	N/A

on water issues such as proper disposal of dog waste on open space properties and best landscape practices to conserve water use.		with partners		
4. Continue enforcing and encouraging the water conservation measures that are in place.	Ongoing	Water Dept.	FY19 - 25	N/A
5. Continue working with property owners within Zone 1 on methods of safeguarding the groundwater.	Ongoing	Water Dept.	FY19 - 25	N/A
6. Continue educating residents concerning the proper care of their septic systems and compliance with Title 5 regulations.	Ongoing	Board of Health; Water Dept.	FY19 - 25	N/A

**GOAL 2: To improve trail networks, cycling paths/lanes, and sidewalks to provide recreational opportunities for activities such as walking, running, hiking, cycling, and wildlife observation.**

*Objective 1 - Build more trails and pedestrian and cycling paths, including better sidewalks, to increase connectivity so that people can access open space and recreational areas without driving*

ACTIONS	STATUS	RESPONSIBLE PARTY	ACTION YEAR	POTENTIAL FUNDING
1. Identify gaps in existing trail system through available maps and site visits, as necessary; identify ways to increase access to existing trails and create shorter loops for children and seniors.		OSRC	FY19 - 20	N/A
2. Identify Town-owned parcels that could address these deficiencies or add to the existing trail system. Review the existing trail system at the Iron Rail property for possible improvements to the trails, including rebuilding boardwalks. Iron Rail connects to Chebacco Woods in		OSRC; Iron Rail Commission; Rec. Dept; ConCom	FY19 -20	N/A

Hamilton, which connects to open space at Gordon College, creating a large open space system.				
3. Construct new trails on Town-owned land, as applicable.		OSRC; DPW	FY20- 21	Town; CPA
4. Work with owners of publicly-accessible open space parcels to construct trail extensions, as applicable.		OSRC	FY20 - 22	Town; CPA
5. Explore the Muddy Pond area to determine if there is a way to provide public access to the pond.		OSRC	FY22	N/A
6. Explore the possibility of obtaining the necessary authorizations to get access to "Fowler's Island" in the Great Wenham Swamp for specific, limited activities.		OSRC	FY22	N/A
7. Explore whether there is any way to provide access to land adjacent to Turtle Pond without jeopardizing water quality.		OSRC	FY22	N/A
8. Reconstitute the Pedestrian and Bicycle Committee as "Walk Wenham" to work closely with the Department of Public Works to take on the task of identifying specific sidewalk improvements, securing funding, and constructing. Review the 1999 Bicycle and Pedestrian Master Plan for accomplishments and remaining actions as a starting point.		Board of Selectmen; DPW; OSRC	FY20 - 25	Town
9. Work with cycling organizations to identify how to improve cycling facilities. Consider cycling paths and bike lanes, including the creation of a bike path along Walnut Road and other key roads to the Commuter Rail Station. Construct additional facilities. (See #5 above.)		OSRC; DPW	FY20 - 25	Town

*Objective 2: Enhance existing recreational trail networks*

ACTIONS	STATUS	RESPONSIBLE PARTY	ACTION YEAR	POTENTIAL FUNDING
1. Communicate and coordinate with private groups and associations, including Essex County Trail Association (ECTA), the Trustees of Reservations (TTOR), Massachusetts Department of Conservation and Recreation, Gordon College, Greenbelt, Mass Audubon, and the City of Beverly on trail management, maintenance, and improvements, as most trails in Wenham are on land that is privately-owned or maintained.	ECTA – maintenance is ongoing	OSRC	FY19 - 25	N/A
2. Install identification signage at trailheads. a. Cedar Pond  b. JC Phillips Nature Preserve  c. Wenham Rail Trail	<p>This past year there was an A-frame sign posted at the entrance, which did temporarily increase visibility from the road.</p> <p>There is a trailhead marker and map at the start of the trail, but it is not visible from the road.</p> <p>There is existing signage at the parking entrance to the Rail Trail by Border to Boston, but none on the other side of the road.</p>	<p>OSRC working with Mass Audubon</p> <p>OSRC working with City of Beverly</p> <p>OSRC working with Border to Boston Trail</p>	<p>FY20</p> <p>FY20</p> <p>FY20</p>	Town; partners
3. Improve parking areas at Cedar Pond and J.C. Phillips, if feasible. Otherwise, post signage at trailheads indicating that parking is permitted for trail users.		OSRC working with Mass Audubon and	FY21	Town; partners



Post signage for parking at Gordon Woods/ Coy Pond for users of the trail.		City of Beverly.  OSRC working with Gordon College		
4. Provide a van-accessible parking space at the Wenham Rail Trail with appropriate surfacing.		OSRC with Board of Selectmen and Border to Boston Trail	FY20	Town; partners
4. Install trail markers to designate the trails at Cedar Pond.		OSRC working with Mass Audubon	FY20	Town; Mass Audubon
5. Identify appropriate locations and work with others to install benches along trails		OSRC; COA; non-profit organizations	FY20- 21	Town; non-profit partners
5. Continue to work with ECTA on trail maintenance.	Ongoing	ECTA, ConCom	FY19 - 25	ECTA

*Objective 3 – Increase education and public awareness regarding open space resources and existing trails*

ACTIONS	STATUS	RESPONSIBLE PARTY	ACTION YEAR	POTENTIAL FUNDING
1. Review existing information on open space resources and trail maps. Determine any informational gaps, such as location of trailheads, length, parking availability, restrictions, and allowed uses.		OSRC	FY19	N/A
2. Identify walking facilities that are adequate for senior citizens, including length, surface condition, difficulty, and amenities, such as benches.		OSRC; COA	FY20	N/A
3. Coordinate with private groups and associations, including Essex County Trail Association (ECTA), the Trustees of Reservations (TTOR), Massachusetts Department of Conservation and Recreation, Gordon College, Greenbelt, Mass Audubon, and the City of Beverly to update existing information on open space resources and trail information.		OSRC	FY19 - 20	Town; partners
4. Communicate/disseminate information on open space resources and trail maps through a variety of means, including posting on the Town's website, linking to other websites, printing hard copies for distribution at highly visible locations. (One resident suggested development of an app that would include information on the history and environment of a place, providing an opportunity for organizations across the community to collaborate.)		OSRC working with partners	FY19 - 25	Town; partners
5. Promote passive recreational opportunities through organized activities, such as walks, hikes, and annual cleanups, including walks specifically oriented toward seniors.		OSRC; Rec. Dept.; COA	FY20 - 25	N/A
6. Pursue a partnership with ECTA and the Conservation		OSRC; ConCom,	FY20 - 25	N/A

Commission to promote trail awareness and incorporate trail-related programming into the Recreation Department offerings.		Rec Dept.; ECTA		
7. Contact Gordon College to determine what recreational opportunities are available for Wenham residents and how to promote them.		OSRC; Rec. Dept.	FY21	N/A

### **GOAL 3 - To provide and maintain facilities and resources for active recreation and opportunities for all residents**

*Objective 1 - Improve and maintain existing parks and playgrounds to provide a mix of uses for a broad range of needs and interests, including all age groups and people with disabilities.*

ACTIONS	STATUS	RESPONSIBLE PARTY	ACTION YEAR	POTENTIAL FUNDING
1. Address deficiencies in accessibility for children and adults with disabilities. Improve facilities at Pingree Park, Iron Rail fields, Buker School fields, and Pleasant Pond Beach in accordance with the Transition Plans in Appendix G.		Rec. Dept., HWRSD	FY20-21	Town, HWRSD
2. Evaluate options for tennis court repairs and determine preferred scope of work based on needs of school and town		Rec. Dept., HWRSD, Board of Selectmen	FY19	Town
3. Identify locations and install additional amenities at parks, including bicycle amenities (racks, air pumps, fixit stations), picnic areas, landscaping, benches, and public art.		Rec. Dept.	FY23 - 25	Town
3. Increase funding for park maintenance, as feasible.		Board of Selectmen	FY20- 25	Town
4. Discuss the possibility of restoring the ice skating pond on the property owned by the Wenham Village Improvement Society (WVIS) at 4 Monument Street and implement, as feasible.		OSRC; Rec. Dept.; WVIS	FY24- 25	Town
5. Explore whether it is feasible to have a canoe or kayak launch from the Reynolds Farm parcel.		Con Com; OSRC; Rec. Dept.	FY22	N/A

6. Determine the best use for the neglected facilities at West Wenham Field, secure funding, and construct. Or, consider for passive open space and additional access to Cedar Pond Wildlife Sanctuary. Research any deed restrictions.		OSRC; Rec. Dept.	FY24 - 25	Town
7. Encourage special events and expand programming of organized activities at recreational facilities.	Ongoing	Rec. Dept.	FY19 - 25	Town
8. Publicize events and activities beforehand and highlight their successes.	Ongoing	Rec. Dept.	FY19 - 25	N/A

*Objective 2 - Redevelop and improve existing field facilities to meet high demand for athletic fields, including consideration of turf and lighting to extend their use*

1. Prioritize improvements to the existing field facilities.	The redevelopment of the game field and track at the High School has been identified as the highest priority need.	Rec. Dept.; Board of Selectmen	FY18	N/A
2. Develop a funding strategy and secure funding for this project.	A two-town working group has been established to develop a funding strategy.	Two-Town Working Group	FY19 - 20	TBD
3. Construct high school athletic field improvements		Rec. Dept.	FY20 – FY21	TBD
4. Re-evaluate and prioritize other athletic field projects upon accomplishment of the game field and track at the High School, and/or as needed; i.e. lease with HWYSA for Iron Rail fields expires July 1, 2024.		Rec. Dept.; Iron Rail Commission	FY22 - 25	N/A
5. Consider preservation of open space for future development for athletic fields only if the need still remains upon completion of redevelopment of existing facilities.		Rec. Dept.	FY24-25	N/A

**GOAL 4: To sustain the Town's commitment to carrying out this plan.**

*Objective – Develop and put in place the necessary administrative structures and policies*

ACTIONS	STATUS	RESPONSIBLE PARTY	ACTION YEAR	POTENTIAL FUNDING
1. Establish an entity to oversee management and implementation of the Plan, which will involve communication, coordination, and implementation. Could be continued charge of OSRC. Consider expanding membership of OSRC to include at least one representative from the Joint Hamilton-Wenham Recreation Committee.		Board of Selectmen; Town Administrator	FY19	N/A
2. Present an annual progress report to the Board of Selectmen in order to know what has been done and what has been missed each year.		OSRC	FY19-25	N/A
3. Continue to consult the Plan and update as necessary informally.		OSRC	FY19 -24	N/A
4. Update the <i>Open Space and Recreation Plan</i> in seven (7) years, or as required, and submit to the State.		OSRC	FY25	Town; CPA

## Section 10 – Public Comments

This section contains three components:

1. Review Letters – (TO BE ADDED)
2. Public Comments – First Public Forum
3. Public Comments – Second Public Forum

DRAFT



## *Wenham Open Space & Recreation Plan*

### **PUBLIC FORUM #1**

**November 2, 2017**

#### **Synthesis of Comments**

The Forum was well-attended and we had lively discussions at all four World Cafes (i.e. tables). The specific comments are shown in the tables following this summary. The first three are grouped according to general categories, and the fourth table on Goals is a quantitative summary.

In terms of categories, anything general about easements, public use, etc. was categorized as "Access". Anything that mentioned a specific place/resource fell under "Rec – Facility" (Recreational Facility). Anything that pertained to information distribution of any kind was categorized as "Wayfinding". The Rec – Facility category could be further classified into sub-categories (amenities, maintenance, parking, etc.) as we think about recommendations in the future.

Many common threads emerged during the course of the evening. There was definitely a focus on improving/increasing pedestrian and bicycle access; wayfinding; and the need for more information about existing trails, public lands, and access. These priorities were underscored in the exercise on goals where *enhancing existing trail networks, publishing information about existing trails, and building more pedestrian and cycling paths* received the highest number of votes in the recreational category. There was a general preference to maintain and enhance existing athletic fields and parks, rather than creating new facilities. In the open space category, *preservation of open space for passive recreation and aesthetics (i.e. walking/hiking trails, scenic views, picnic areas, wildlife observation, etc.) and maintaining the Town's rural character* were identified as priorities. *Protecting high value core wildlife and plant habitat and preserving current farmland and encouraging the use of land for agriculture and forestry* also "scored" high.

There were many specific recommendations for future consideration as we move forward.

Once we have the survey results, we will tabulate them and synthesize all the input received to date for discussion at your January meeting.

**Table Comments: Needs & Opportunities**

<b>Category</b>	<b>Comments</b>
Access	What formal agreements are in place for public access over private land?
Access	Remove Salem Water properties from map if not accessible to public.
Access	Can connections be developed through the parcels surrounding Penguin Hall, Notre Dame, Long Hill area, etc.?
Bike/Ped	Need more bike/ped links. Connect Cedar Pond to Wenham Lake.
Bike/Ped	More ped mobility downtown – better sidewalks, maintenance & crosswalks.
Bike/Ped	Larch to Grapevine Rd – very narrow & windy. Makes biking/walking difficult.
Bike/Ped	Need sidewalk map. Where are there gaps?
Bike/Ped	Need more ped crosswalks along Maple Street.
Bike/Ped	Need crosswalk at exit from pool to Winthrop School.
Bike/Ped	At Pingree – many car/ped conflict points. Narrow road, cars driving/parking with kids/families walking up....
Bike/Ped	Need better ped crosswalks at Tea House/Wenham Museum vicinity. Need ped respite area?
Open Space	More open space preservation. Not open to public, not used as recreation. No parking.
Rec - Facility	West Wenham needs to be developed more.
Rec - Facility	Not enough parking at West Wenham to host Little League games, but can Town develop practice field there? Less parking demand for practice.
Rec - Facility	Iron Rail has flooding issues.
Rec - Facility	Patton – floods under zipline.
Rec - Facility	Need More parking at Pleasant Pond.
Rec - Facility	More parking at Coy Pond
Rec - Facility	Need better maintenance at Tea House Tennis Courts. Nets down often...
Rec - Facility	Rehab West Wenham. Basketball court has no nets, etc.
Rec - Facility	Make West Wenham a dog park.



Category	Comments
Rec - Facility	Need trash cans at all rec areas.
Rec - Facility	More parking at West Wenham
Rec - General	Need more passive rec, not active rec.
Rec - General	Create trail from Wenham Canal area into Topsfield
Rec - General	More parking along 97.
Rec - General	Promote fishing as recreation - signage, identify where stocked, where allowed...
Wayfinding	Where is there public recreation? What is open to public? Can we create map?
Wayfinding	Need something to hand out to new residents RE: available rec resources.
Wayfinding	More signage at Wenham Canal.
Wayfinding	Better signage at Coy Pond
Wayfinding	Identify which trails and rec areas are wheelchair/stroller accessible.
Wayfinding	Better wayfinding @ West Wenham
Wayfinding	Identify what ponds allow boating & fishing.
Wayfinding	Need a trail map for only Wenham, not regional.
Wayfinding	Identify pet-friendly trails & recreation areas.
Wayfinding	Identify what parcels are owned by Town.
Wayfinding	Better signage at Audubon Endicott Sanctuary
Wayfinding	Better signage at Wenham Canal
Wayfinding	Identify wetland areas on a map. What areas of public land are not accessible?
Wayfinding	Better signage at Coy Pond. Trails not well marked.

### **Table Comments: Better Connections**

<b>Category</b>	<b>Comments</b>
Access	Hemlock Grove – need private access easement.
Access	Determine legal access to private lands.
Bike/Ped	Need sidewalk on Grapevine to get to Audubon Endicott Sanctuary from Parsons Hill
Bike/Ped	More bike lanes and walk ways
Bike/Ped	Need sidewalk map to identify gaps.
Bike/Ped	Need traffic calming.
Rec – Facility	Connect Rail Trail through town to Gordon.
Rec – Facility	Improve parking at Coy Pond. Need more dedicated parking.
Rec – General	Build boardwalks to access uplands.
Rec – General	Update zoning to require trails inside new developments.
Open Space	Need non-accessible open space protection for wildlife/core habitats
Open Space	Update zoning bylaws to require further set-backs to preserve woods along frontage.
Wayfinding	Need signage through campus to get to Coy Pond
Wayfinding	Education and enforcement around dog access.
Wayfinding	Identify points of interest, signage.
Wayfinding	Use symbols to identify key areas.
Wayfinding	Mark access points.
Wayfinding	Develop map with allowable public and private uses.
Wayfinding	Show all Town-owned properties on map.

**Table Comments: How can we increase the use of our resources?**

Category	Comments	
Recreational Priorities	High	Medium

Access	Formalize easements on private land for trails.
Access	Determine what properties owned by the Salem Beverly Water Board are usable by the public and put signs there.
Education	Involve the schools – field trips to open space parcels, trails, etc.
Rec - Facility	Build a bridge over the canal to create a loop for walking.
Rec - Facility	Clean up the Iron Rail property in the back to allow better access.
Rec - Facility	Provide more parking at Gordon College and Rail Trail areas.
Rec - Facility	Create some different uses such as picnic area at Pingree or at the rear of the Iron Rail property.
Rec - General	Define some areas for bike paths.
Open Space	Designate some land off limits (non-accessible) for use of any kind to preserve wildlife habitats, air quality, land preservation, etc.
Wayfinding	Better signage at all resource areas to identify where residents can access, park, walk, and bike
Wayfinding	Define the rules on particular parcels – dogs, no dogs, etc.
Wayfinding	Create a map showing all recreation areas and list what is and is not allowed.
Wayfinding	Make all information available on the website.
Wayfinding	Create a pamphlet or booklet that shows all recreation areas and what is allowed and when, and distribute with a welcome package to new residents.

**Table Comments: Goals Participants used dots to identify high and medium**

Enhance existing recreational trail networks	7	1
Publish information about existing trails (i.e. locations, trailheads, lengths, uses, restrictions, etc.)	11	1
Build more pedestrian and cycling paths and increase connectivity to existing open space and recreational areas	7	7
Build more trails for walking and running	2	4
Create new playgrounds	1	4
Maintain and improve existing park and recreational areas	4	1
Create additional athletic fields	1	2
Provide field lighting at existing fields to extend their use, instead of creating new athletic fields	2	3
Redevelop existing fields using synthetic turf to extend their use, instead of creating new athletic fields	6	3
Create a dog park (West Wenham Field suggested)	0	2
Build an ice skating rink (suggested at Forum)	0	1

priorities. Not everyone chose to use all of their dots (i.e. votes).

<b>Open Space Priorities</b>	<b>High</b>	<b>Medium</b>
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Preserve open space for passive recreation and aesthetics ( <i>i.e. walking/hiking trails, scenic views, picnic areas, wildlife observation, etc.</i> )	12	4
Protect high value core wildlife and plant habitat, and maintain buffers and corridors	6	6
Preserve open space for future development for active recreational uses ( <i>i.e. sports fields, tennis/basketball courts, playgrounds, etc.</i> )	4	1
Maintain the Town's rural character	10	0
Preserve current farmland and encourage the use of land for agriculture and forestry	6	6
Protect drinking water supply ( <i>people noted at two different discussions that this was a high priority, but was governed by its own set of regulations</i> )	0	0
Preserve places of historical value	3	7
<b>Suggested at Forum</b>		
<i>Improve pedestrian/bike access</i>	5	1
<i>Increase connectivity</i>	1	0
<i>Provide access to Miles River course</i>	0	2
<i>Maintain what we have</i>	1	0
<i>Increase education</i>	0	0

## *Wenham Open Space & Recreation Plan*

## **PUBLIC FORUM #2**

### **May 22, 2018**

#### **Synthesis of Comments**

The Forum was well-attended and included not only residents, Town staff and consultants, but OSRP Committee members, a Selectman as well as representatives from Greenbelt and the Essex County Trail Commission.

The format was primarily informational utilizing a traditional presentation, with two opportunities for questions/comment. Eight maps from the Open Space & Recreation Plan were set up on easels around the room for the public to review before the presentation began. The agenda topics for the evening included:

- Overview of purpose of the Plan and the process thus far
- Highlights of Community Survey results
- Review of key maps - Soils (farmland), Water Resources, Unique Features, Open Space Inventory
- Goals and Objectives and how they reflect public comments from the first Forum and Survey
- Action Plan - highlights using Action Plan Map
- Open Space Evaluation Matrix
- Schedule for submittal to the State

During the Q&A portions, the following comments/questions were raised:

1.	If a bond is in use, who will manage that process?
2.	Who decides which parcels to go after?
3.	We need more information for projects, such as associated costs for artificial turf & lighting.
4.	What happens after the report is submitted to the State?
5.	Are costs/pricing for projects included in the Plan?
6.	Parcel acquisition depends on 3 things: planning, pricing and opportunity.
7.	Are land owners aware that their parcels are considered prioritized parcels for protection or acquisition?
8.	Are land owners aware that their land has Ch 61 designation?
9.	How are goals in the Plan evaluated equally?
10.	How is the order of items in the Action Plan determined, especially if no costs are associated?
11.	What is our readiness for projects or parcel acquisition?
12.	Who is responsible for contacting the landowners?
13.	The Town needs to build relationships with land owners.

14.	Is it possible for the Town to form a Land Trust, similar to the Housing Trust, to be able to act quickly?
15.	The OSRP Committee should present a report to the CPC in the fall, to form a stronger working relationship.
16.	The Town should look to Ipswich as a model & for examples.
17.	Timing is key – whether for Town Meeting approval to acquire property, appropriate funds/bonding, or for CPC applications. Town Meeting approval is also needed to appropriate CPC funds.
18.	Can CPC applications be taken off-cycle? Can there be rolling applications?
19.	Can the Town approach abutters for funding?
20.	What about the tennis courts?
21.	Why was there interest in Muddy Pond?
22.	West Wenham remains a concern.

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- Peter Lombardi, Wenham Town Administrator
- Margaret Hoffman, Wenham Planning Coordinator
- Sean Timmons, Wenham Director of Recreation
- Bill Tyack, Wenham DPW Director
- Erik G. Mansfield, Wenham Water Superintendent
- Steve Ozahowski, Wenham Principal Assessor
- Jim Reynolds, Wenham ADA Coordinator
- Lynn Harper, Habitat Protection Specialist, Natural Heritage and Endangered Species Program (NHESP)
- Christopher LaPointe, Director of Land Conservation, Greenbelt
- David Santomenna, The Trustees of Reservations
- Bradley Perrone, Assistant Supervisor of Operations, SBWSB
- Kristen C. Grubbs, Environmental Planner, Ipswich River Watershed Association

## Appendices

- A. Salem News Op-Ed; Hamilton-Wenham Chronicle Op-Ed; Hamilton-Wenham Chronicle article on second Public Forum
- B. Wenham Open Space and Recreation Community Survey Results
- C. Natural Heritage & Endangered Species Program (NHESP) Fact Sheets
  - a. Level Bog
  - b. Blue-spotted Salamander
  - c. Northern Leopard Frog
- D. Letter from Lynn Harper, Habitat Protection Specialist, NHESP with attachment "BioMap2"
- E. Memo dated February 27, 2018 regarding discussions with Greenbelt and The Trustees of Reservations
- F. Parcel Ranking Matrix and Instructions
- G. ADA Access Self-Evaluation

## **APPENDIX A**

Salem News Op-Ed – *October 7, 2017*

Hamilton-Wenham Chronicle Op-Ed – *October 12, 2017*

Hamilton-Wenham Chronicle article on second Public Forum – *May 31, 2018*

## Letters to the editor

# Help plan Wenham's future

OCT. 7, 2017

To the editor:

Wenham residents are encouraged to come to the first interactive town forum on open space and recreation on Nov. 1.

Wenham's Open Space and Recreation Plan dates from 2001. The Wenham Open Space and Recreation Committee is beginning the much-needed update of the plan for approval by the state.

An open space and recreation plan is a blueprint for progress. It establishes priorities and identifies actions over a seven-year period that

will guide the town on maintenance, improvement or restoration of open space. It is a critical tool for creating an inventory of a community's protected land and water areas and for identifying undeveloped parcels. Based on community values and input, all agree have a stake in this plan and everyone can make Wenham eligible to apply for grants administered by the Executive Office of Energy and Environmental Affairs, Division of Conservation Services. These are valuable funding opportunities for land acquisition and preservation.

Community goals from the 2001 Plan and the 2013 period update include:

- Maintain the rural, historic, small town character of the town;
- Protect water resources;
- Protect wildlife and plant habitat;
- Maintain and encourage the use of land for agriculture and forestry;
- Provide recreational facilities and opportunities for all citizens;
- Protect scenic vistas;
- Develop and sustain the town's commitment to

carrying out this plan. Residents are invited to participate in a conversation about open space and recreation needs, goals and priorities. Some topics we will explore:

- 1. Are the goals and vision statement of the attempted update in 2013 still aligned with community sentiment?
- 2. What areas of town should Wenham protect? Should they be protected for open space or used for recreation? Or both?
- 3. What kinds of public recreation does Wenham want?

Help develop your plan for the future of Wenham and its residents. Come to the public forum to provide your input on Thursday Nov. 2, at 7 p.m. at the Hamilton Union St. You can also weigh in through the community survey, which will be completed from your input and released in early November.

Check the town website at [www.wenham.ma.gov](http://www.wenham.ma.gov) for further information or contact Margaret Hoffman, planning coordinator, at 978-468-6240, ext. 8. The town of Wenham has contracted with The Ciccolo Group LLC to develop this new plan.

Most importantly, please help spread the word!

CHRIS CALABRESE, Chairman  
Wenham Open Space  
and Recreation Committee

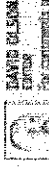
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OCT. 12, 2017

**Innuendo dominates housing discussion**

The elected officials, committee members and residents opposing affordable housing are winning the battle.

They have used illogical and false statements to convince everyone why affordable housing should not be built at the Longmeadow location. They have suggested the Longmeadow property should be used to build another school or an athletic field. Building another school at that location makes no sense considering the school district student enrollment has been on a steady decline over the past few years.

Their suggestion to construct a new athletic field on that property makes even less sense. The opposition, knowing their suggestions are absurd, is requesting more studies to be performed. Those opposed to affordable housing at the Longmeadow property will do whatever it takes to insure that property is not developed as affordable housing.

They are willing to ignore Massachusetts Comprehensive Permit Act Chapter 40B which requires our town to have 10 percent affordable housing. Presently our town has less than 4 percent affordable housing.

What can we the residents in favor of affordable do? Unfortunately very little or even nothing at all.

Those opposed to affordable housing in Hamilton are well organized. Their opposition to affordable housing has a lot of influence with our elected officials and committee members.

For over a year, Harborlight Community Partners have made extensive efforts to partner with the town to develop affordable housing. They have been stalled by our town continually performing studies and surveys. There have been continual debates regarding various locations without making any decisions or location commitment. It is time Harborlight accepts the fact that trying to partner with the Town of Hamilton may be a lost cause. If the town is ever to have affordable housing, Harborlight needs to take direct action.

They need to file with the state a Chapter 40B application. They need to purchase if they have not already purchased the Longmeadow property and plan to build affordable homes and

apartments on that property. If Harborlight does nothing and continually tries to partner with the town, the affordable housing percentage will continue to remain at less than 4 percent.

If Harborlight is serious in developing affordable housing in the Town of Hamilton, I urge them to file the Chapter 40B application with the state. Approval of their application will allow Harborlight to develop affordable housing and apartments at the Longmeadow property and at other locations. The town needs affordable housing for the town to grow. If Harborlight takes no action and continually tries to partner with our town officials, those of use in favor of affordable housing have no hope and will continue to lose the battle to have affordable housing built in the town.

**Norman Cramer, Forest Street,  
Hamilton**

**Help guide Wenham's open space and recreation**

Wenham residents are encouraged to come to the first interactive Town Forum on Open Space and Recreation on Nov. 2.

Wenham's Open Space and Recreation Plan dates from 2001. The Wenham Open Space and Recreation Committee (OSRC) is beginning the much-needed update of the 2001 plan to create a plan for approval by the state. We need your input.

An Open Space and Recreation Plan is a blueprint for progress; it establishes priorities and identifies actions over a seven-year period that will guide the Town on matters involving open space. It is a critical tool for creating an inventory of a community's protected land and water areas and for identifying undeveloped parcels. Based on community values and input, all ages have a stake in this Plan and everyone can participate in its development. The OSRC is also working closely with the Economic Development Committee on this initiative.

One of our tasks is to look at land parcels that are classified under Massachusetts General Law Chapter 91, which allows properties used for recreation, agriculture, or forestry to receive reduced tax assessments. This classification gives the town the right of first refusal if the property is put up

for sale and the use changes, as was the situation with the Lakeview Golf Course Property.

An approved plan will make Wenham eligible to apply for grants administered by the Executive Office of Energy and Environmental Affairs, Division of Conservation Services. These are valuable funding opportunities for land acquisition and preservation.

Community goals from the 2001 plan and 2013 partial update include: to maintain the rural, historic, small town character of the Town; to protect water resources; to protect wildlife and plant habitat; to maintain and encourage the use of land for agriculture and forestry; to provide recreational facilities and opportunities for all citizens; to protect scenic vistas; and to develop and sustain the Town's commitment to carrying out this plan.

Participate in a conversation about open space and recreation needs, goals, and priorities. Some topics we will explore: (1) Are the goals and vision statement of the attempted update in 2013 still aligned with community sentiment?; (2) What areas of town should Wenham protect? Should they be protected for open space or used for recreation? Or both?; (3) What kinds of public recreation does Wenham want? Does Wenham need more recreational facilities or different activities?; (4) What are Wenham's most important natural resources? How can we preserve or promote them?; and (5) What are the town's priorities over the next seven years?

Help develop your plan for the future of Wenham and its residents. Come to the Public Forum to provide your input on Thursday, Nov. 2, 2017 at 7 p.m. at the Hamilton-Wenham Public Library 14 Union St., Hamilton. You can also weigh in through the community survey, which will be compiled from your input and released in early November. Check the Town website [www.wenhamma.gov](http://www.wenhamma.gov) for further information or contact Margaret Hoffman, Planning Coordinator at 978-468-5520, ext. 5.

The Town of Wenham has contracted with The Circulo Group, LLC to develop this new Open Space and Recreation Plan.

Most importantly, please help spread the word!

**Chris Gajewski, Chair, Wenham Open Space and Recreation Committee**

# Wenham mulls open space preservation goals

By Lucy Sprague Frederiksen / [hamiltonwenham@wickedlocal.com](mailto:hamiltonwenham@wickedlocal.com)

Posted May 28, 2018 at 12:29 PM

Wenham's Open Space and Recreation Committee hosted the last of two scheduled public forums to share with the community progress updating the Wenham Open Space and Recreation Master Plan and to accept resident input on May 22.

The Ciccolo Group is assisting with the update of the Master Plan, with Wenham resident Lynn Duncan as Project Leader. Around two dozen residents attended the May forum, including most of the committee members: Chris Gajeski, Asma Syed, Bill Wilson, Ann Weeks, Ernest Ashley, and Tom Starr, and Norman Tarr, liaison from Economic Development Committee. Liaison from the Joint Recreation Committee, Len Dolan, was unable to attend.

Since the Kickoff Meeting in September, Duncan and committee members conducted a community survey; the main content of the May forum was the results and their analysis. A total of 382 responses were received from residents, plus an additional 90 from non-residents, representing 7 percent of the total population, 26 percent of households, and 14 percent of registered voters.

Survey questions asked residents to select priorities from a list for Wenham's open space in the next seven years: for example, preserving natural habitat/passive recreation, future development of active recreation, farmland, preserving rural character of Wenham, protecting drinking water, preserving historical sites.

Respondents' highest priority was preserving Wenham's drinking water supply, followed by passive recreation, preservation of habitat, and maintaining the town's rural character, to list the priorities rating 50 percent or more from respondents.

The survey also identified a number of parcels currently under Chapter 61A for agricultural use and asked residents to choose the highest priorities for acquisition by the town in the future. Questions covered options to purchase of lots when the town's right of first refusal comes into play, using Community Preservation funds and/or bonding.

Most respondents preferred options with no tax increase on residential taxes. Additional survey questions addressed recreational opportunities, including enhancements to existing facilities at Pingree Park, West Wenham Playground, and Pleasant Pond. Respondents were most interested in expanding opportunities for bike paths, improving awareness of existing trails for both bikes and pedestrians, and maintaining existing recreational facilities.

The committee developed four goals from the survey: protect and preserve natural resources that contribute to passive recreation, the drinking water supply, high value habitat, agricultural and forestry use, and the rural and historical character; improve trail networks, cycling paths/lanes and sidewalks; provide and maintain facilities for active recreation; and sustain the town's commitment to carrying out the plan.

Each goal has associated objectives. Protect and preservation can include identifying parcels and strategies to protect them; protect parcels as opportunities arise; undertake actions to protect natural resources; educate the public; and work with other Town departments on resource protection initiatives. For trail concerns, build more trails and pedestrian and cycling paths; enhance existing trail networks; and increase public awareness of trails. For recreation needs, provide and maintain existing parks and playgrounds for mixed use; redevelop and improved existing athletic field facilities. And to sustain the plan, the objectives include work on developing necessary administrative structures and policies to support the goals.

The second purpose for the May 22 forum was to introduce the proposed actions and a number of useful maps.

The 13-page draft Action Plan section of the final plan was distributed at the meeting, and is posted online, and the maps were available to review. The committee has developed over 70 actions they are considering in the coming seven years, according to Duncan. The room at the Library where the meeting was held was encircled by a number of colorful maps of Wenham, each with a different purpose; for example, one showed all the areas currently under agricultural and recreation restriction, for which Wenham will have a right of first refusal.

The committee has developed an evaluation system for chapter parcels based on the defining features in the maps, and additional characteristics such as zoning, legal, and financial concerns, time sensitivity, development pressure, and

leverage opportunity. High priority projects in the next two years include using the evaluation system to assess Chapter 61 parcels and developing options to protect the parcels. Additional high priority projects are to identify funding sources and develop partnerships with land acquisition and protection organizations such as Greenbelt and Trustees of the Reservations.

Administratively, the committee plans to develop a policy to deal with right of first refusal properties so the town can act quickly, and a bonding program. Other plans include reviewing existing information on open space resources and trail maps to identify information gaps, disseminate information to residents, and coordinate with Essex County Trail Association (ECTA), Mass Audubon, City of Beverly and Gordon College on trails and trail use.

The committee plans to submit the final Master Plan to the state mid-August. Once the state approves the plan, access to opportunities for funding becomes available.

Leo Maestranzi commented that part of the push for Wenham to join the Community Preservation Act with the maximum surcharge of 3 percent was to preserve open space; however, since Wenham joined, no monies have been distributed for open space projects – because no projects have been submitted. The categories for Community Preservation funding include open space, recreation, historical preservation, and affordable housing. Wenham has developed an Affordable Housing Trust into which the Community Preservation sets aside required percentages for affordable housing, and the annual set asides for open space and recreation occur annually.

## APPENDIX B

### Community Survey Results

[http://www.wenhamma.gov/boards\\_and\\_committees/docs/Wenham%20OSRP%20Nov%202017%20Forum%20Survey%20Results.pdf](http://www.wenhamma.gov/boards_and_committees/docs/Wenham%20OSRP%20Nov%202017%20Forum%20Survey%20Results.pdf)



## APPENDIX C – Natural Heritage and Endangered Species Program Fact Sheets

1. Level Bog
2. Blue-spotted Salamander
3. Northern Leopard Frog

# Level Bog

State Rank: S3 - Vulnerable



Level Bog with rhodora in flower, leatherleaf and scattered larch. Photo: Steven Roble, NHESP.

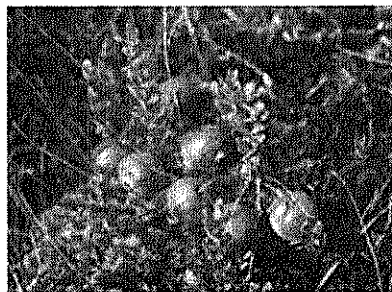
**Description:** Level Bogs are peatlands - wetlands with incompletely decomposed plant material (peat) that accumulates when saturated year round by water that is cool, acidic, poorly oxygenated, and low in nutrients. They receive little or no stream flow and they are isolated from the water table, making them the most acidic (pH ~3 to 4), and nutrient-poor of peatland communities. Level bogs develop along pond margins, at the headwaters of streams, and in pockets within large basins. The word "level" is used to differentiate Massachusetts' bogs from the raised bogs of more northern latitudes where peat becomes so thick that the only way nutrients enter the system is through precipitation. Massachusetts' climate is not cold enough for raised bogs to develop.

**Characteristic Species:** Sphagnum is the most common plant in all acidic peatlands, forming a mat that the vascular plants grow on, and producing most of the peat that underlies the community. Level Bogs are characterized by a mixture of tall

Level Bogs are dwarf-shrub peatlands, generally with pronounced hummocks and hollows in sphagnum moss. These wetland communities are very acidic and nutrient-poor because the peat isolates them from nutrients in groundwater and streams.

and short shrubs that are predominantly in the heath family. Leatherleaf is dominant with other shrubs typically including rhodora, sheep laurel, bog laurel, bog rosemary, Labrador tea, highbush blueberry, and low-growing large and small cranberry. Scattered, stunted trees (primarily tamarack and black spruce, with red maple saplings) occur throughout. A mixture of specialized bog plants grow on the hummocky sphagnum surface, including carnivorous pitcher plants and sundews.

**Differentiating from Related Communities:** Natural communities on acidic peatlands all occur on sphagnum peat. The depth, density, and strength of the underlying peat control the structure and composition of each type of peatland community through the extent that plants

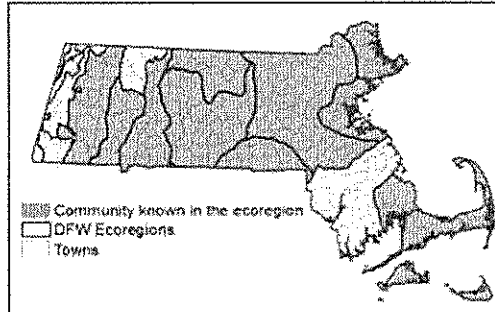


Cranberry on a sphagnum mat. Photo: Steven Roble, NHESP.

growing on it are isolated from nutrients carried by ground water. In Level Bogs the sphagnum peat tends to be deep and well developed, graminoids may be present but not dominant, and shrubs are dominated by leatherleaf. Kettlehole Level Bogs are a subset of Level Bogs that occur in kettleholes in sandy glacial outwash. They are typically small (<3 acres), round, and they lack inlets and outlets.

Atlantic White Cedar Bogs have sparse canopy cover of Atlantic white cedar trees over sphagnum on peat. Acidic Graminoid Fens are dominated by graminoid and herbaceous species and lack extensive shrubs. Sea-level Fens occupy the interface between estuarine marshes and upland, and include both estuarine and palustrine species. Interdunal Marsh/Swales occur as part of a coastal dune system. Some are fen-like on shallow peat, but occurring in dune systems is the defining characteristic. Acidic Shrub Fens (ASF) are composed primarily of low-growing, interwoven shrubs. ASF are wetter with a less well-developed sphagnum mat than other acidic peatlands. Spruce-Tamarack Bogs are acidic forested peatlands with an overstory of black spruce and tamarack.

**Habitat for Associated Fauna:** Acidic peatlands are inhospitable to many animal species. Winged animals and large terrestrial animals can use peatlands as part of their habitat. Moose and white-tailed deer use acidic peatlands for browsing and grazing, and their trails are often evident across the peat mat. Bears are attracted to the cranberries and blueberries in season. The acidity and low



oxygen content of Level Bogs make them poor habitat for most amphibians and reptiles, although some species can breed in the shallow pools that form among the sphagnum hummocks. Many species of dragonflies and damselflies inhabit acidic peatlands, especially where there is adjacent open water.

**Examples with Public Access:** Bog surfaces are damaged by trampling; sites with boardwalks are best suited to visitation such as Ponkapoag Bog (DCR), Canton; Poutwater Pond (DCR), Sterling; Black Pond Nature Preserve (TNC), Norwell; Hawley Bog, Hawley.



Level Bog hummocks and hollows with larch. Photo: Steven Roble, NHESP.





**Natural Heritage  
& Endangered Species  
Program**

[www.mass.gov/nhesp](http://www.mass.gov/nhesp)

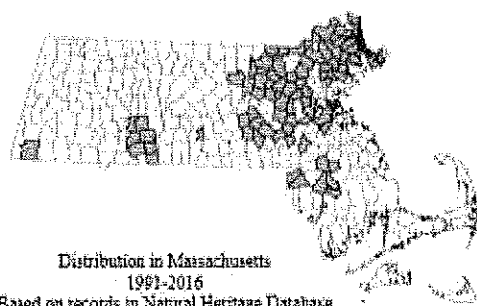
**Massachusetts Division of Fisheries & Wildlife**

**Blue-spotted Salamander  
*Ambystoma laterale***

State Status: Special Concern  
Federal Status: None

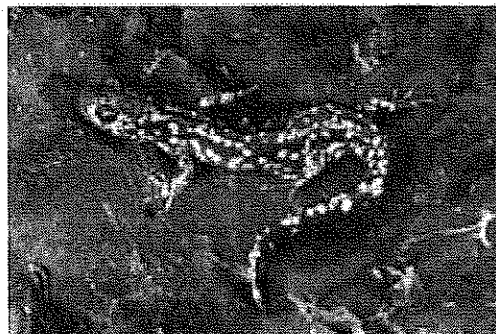
**DESCRIPTION:** Blue-spotted Salamander is a medium-sized salamander with conspicuous markings of randomly distributed, sky-blue spots, blotches, and flecks on a base color of dark gray to black. While the blue markings are abundant over the entire body in juveniles, they tend to be more concentrated along the sides and on the limbs in adults. Adults measure 3–5 inches (7.5–13 cm) in total length. The tail is laterally compressed (especially in sexually active males) and is proportionally longer in males than in females. Blue-spotted Salamander is in the family of mole salamanders, and so it has distinctively long toes and a stockier build relative to other groups of salamanders in our region.

Larvae have bushy, external gills and a broad caudal fin that extends well onto the back. Young larvae are not easily distinguished from those of other *Ambystoma* species. Older larvae can still be difficult to identify, but they are generally characterized as brownish with a yellowish lateral stripe, whitish/unpigmented undersides, and a heavily dark-mottled caudal fin.



Distribution in Massachusetts  
1991-2016

Based on records in Natural Heritage Database  
Map updated 2016



Blue-spotted Salamander  
Photo by Leo P. Kerney

**SIMILAR SPECIES:** Blue-spotted Salamander is a member of an intricate group of salamanders known as the *Ambystoma jeffersonianum* complex. The complex consists of two bisexual species, Jefferson Salamander (*A. jeffersonianum*) and Blue-spotted Salamander, and a group of unisexual *Ambystoma* of a hybrid lineage. Unisexual *Ambystoma* in this complex have variable nuclear genomes consisting of complements of both Blue-spotted Salamander and Jefferson Salamander, and a mitochondrial genome derived from Streamside Salamander (*A. barbouri*), a species currently occurring in Kentucky, Ohio, Indiana, Tennessee and West Virginia. The original species pairing that led to the hybrid unisexual lineage is not yet known, but recent studies suggest that today's unisexual *Ambystoma* and *A. barbouri* from western Kentucky share a maternal ancestor from ~5 million years ago. The unisexual *Ambystoma*, whose populations almost always consist entirely of females, co-occur with local populations of true Blue-spotted Salamanders and Jefferson Salamanders and are able to perpetuate through complicated reproductive mechanisms involving the use

*A Species of Greatest Conservation Need in the Massachusetts State Wildlife Action Plan*

**Massachusetts Division of Fisheries & Wildlife**

1 Rabbit Hill Rd., Westborough, MA; tel 508-389-6300; fax 508-389-7990; [www.mass.gov/dfw](http://www.mass.gov/dfw)

Please allow the Natural Heritage & Endangered Species Program to continue to conserve the biodiversity of Massachusetts with a contribution for 'endangered wildlife conservation' on your state income tax form, as these donations comprise a significant portion of our operating budget.  
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**Natural Heritage  
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Program**

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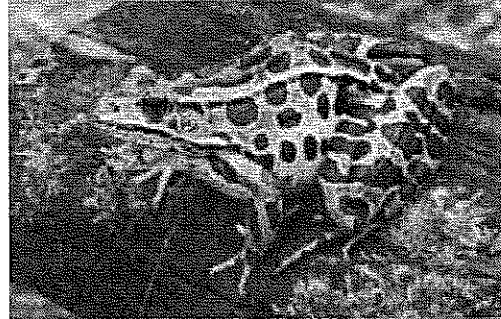
**Massachusetts Division of Fisheries & Wildlife**

**Northern Leopard Frog  
*Lithobates pipiens***

State Status: None  
Federal Status: None

**DESCRIPTION:** The Northern Leopard Frog is a medium-sized, spotted frog with variable coloration. Spots are always dark (black or brown), rounded (circular to elliptical), encircled by a thin, light-colored (whitish to neon green) halo, and distributed irregularly over the back and sides of the body. The dorsal base color of Northern Leopard Frog can vary from a dull tan to a brilliant green. The undersides are white and unmarked. Length (from snout to vent) is 2–3.5 inches (5–9 cm), with females typically larger than males (especially when gravid). Tadpoles have olive to brownish-colored bodies with whitish bellies and dark-speckled tails.

**SIMILAR SPECIES:** Pickerel Frog (*L. palustris*) is commonly confused with Northern Leopard Frog. However, the “spots” of Pickerel Frog are typically dark brown bordered by a thin line of black, rectangular in shape, and distributed in two parallel rows down the back (as well as a single prominent row along each side). The dorsal base color of Pickerel Frog is always brownish (never green), and the inner thighs of adults and older juveniles are colored bright yellow to orange.

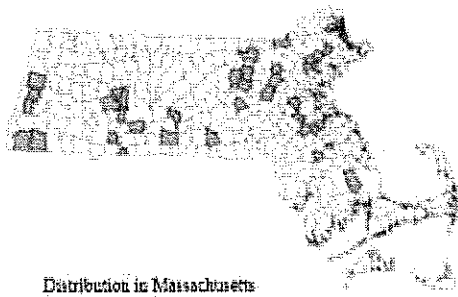


Northern Leopard Frog  
Photo by Bill Byrne

**RANGE:** Northern Leopard Frog occurs across most of northern North America, ranging from southern Quebec west to southern Alberta and eastern portions of Washington, Oregon, and California. The range extends across New England, New York, the Great Lakes States and the Upper Midwest, south to Arizona and New Mexico. Disjunct populations occur in Labrador and the southern Northwest Territories.

Within Massachusetts, populations of Northern Leopard Frog are scattered among portions of at least 8 counties: Berkshire, Essex, Hampden, Hampshire, Middlesex, Norfolk, Plymouth, and Worcester. Recent data suggest the species is distributed sparsely, but it is abundant locally.

**HABITAT:** Northern Leopard Frog utilizes both aquatic and terrestrial habitats. Aquatic habitat usually consists of extensive floodplain marshes or large, semi-permanent to permanent shrub swamps associated with margins of streams, rivers, lakes, and ponds. Such wetland systems are often circumneutral to calcareous and contain much emergent vegetation (e.g., *Typha* spp.).



Distribution in Massachusetts  
1990-2015

Based on records in Natural Heritage Database  
Map updated 2015

*A Species of Greatest Conservation Need in the Massachusetts State Wildlife Action Plan*

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[www.mass.gov/nhesp](http://www.mass.gov/nhesp)

## **APPENDIX D**

Letter dated January 22, 2018 from Lynn Harper, Habitat Protection Specialist  
Natural Heritage and Endangered Species Program  
Massachusetts Division of Fisheries and Wildlife

*BioMap2* Wenham

[http://maps.massgis.state.ma.us/dfg/biomap/pdf/town\\_core/Wenham.pdf](http://maps.massgis.state.ma.us/dfg/biomap/pdf/town_core/Wenham.pdf)



MASSWILDLIFE

**DIVISION OF  
FISHERIES & WILDLIFE**

1 Rainer Hill Road, Westborough, MA 01581  
or (508) 889-6300 | T: (508) 889-7893  
**MASS.GOV/MASSWILDLIFE**

Jack Buckley, Director

January 27, 2018

Lynn Duncan  
The Ciccolo Group, LLC  
6 Daniels Road  
Wenham, MA 01984

RE: Wenham Open Space and Recreation Plan

Dear Ms. Duncan:

Thank you for contacting the Massachusetts Natural Heritage and Endangered Species Program (NHESP) regarding the Open Space and Recreation Plan for the Town of Wenham. Enclosed is information on species listed under the Massachusetts Endangered Species Act (MESA), as well as on Priority Natural Communities, Certified and Potential Vernal Pools, Coldwater Fishery Resource streams and rivers, and other aspects of biodiversity documented in our database for the Town of Wenham. The Town is encouraged to include this letter and associated materials in the Open Space and Recreation Plan.

**MESA-listed Species**

According to the NHESP database, the Town of Wenham currently has habitat for the following rare species listed under MESA:

- Blue-spotted Salamander (*Ambystoma laterale*, Special Concern)

Fact sheets on this species may be downloaded from our website at <http://www.mass.gov/eea/agencies/dfr/dfw/natural-heritage/species-information-and-conservation/mesa-list/list-of-rare-species-in-massachusetts.html>. The Town is encouraged to include this fact sheet in its Plan.

**Priority Natural Communities**

There is one type of Priority Natural Community documented to NHESP from Wenham:

- Level Bog

**MASSWILDLIFE**

Fact sheets on this natural community may be downloaded from our website at <http://www.mass.gov/esa/agencies/dfp/dfw/natural-heritage/natural-communities/natural-community-fact-sheets.html>. The Town is encouraged to include this fact sheet in its Plan.

#### **Vernal Pools**

As of this date, there are 8 Certified and 50 Potential Vernal Pools documented from Wenham. Most of the Potential Vernal Pools are likely able to be certified; the Town is encouraged to certify vernal pools on its own properties and to require developers to certify pools on any property requiring permits from the Town.

#### **Coldwater Fishery Resources**

There are no Coldwater Fisheries Resource streams in Wenham.

#### **BioMap2**

Six areas within Wenham are *BioMap2* Core Habitat. They include 1 Aquatic Core, 1 Forest Core, 1 Priority Natural Community Core, 3 Wetland Cores, and areas for 3 Species of Conservation Concern.

Adjacent to and overlapping some of these Core Habitats in Wenham are two areas of *BioMap2* Critical Natural Landscape, including 1 Aquatic Buffer, two Landscape Blocks, and 3 Wetland Buffers. For an explanation of *BioMap2* and the Core Habitats within Wenham, please see the attached *BioMap2* Report.

#### **Discussion**

In a town like Wenham, which is largely already developed, it can be hard to decide which areas are the highest priorities for conservation actions. The Town should consider carefully these suggestions for inclusion in its Open Space and Recreation Plan:

- **Land Protection:** The Town and its conservation partners should consider concentrating on adding on to already protected lands, as well as conserving wetlands:
  - In the northwestern corner of Wenham, Mass Audubon and the Salem-Beverly Water Supply Board protect much of the Wenham Swamp. There are a few unprotected parcels or parts of parcels adjacent to the protected land; these can be targets for future protection efforts.
  - Along Miles Brook at the Beverly line, the Wenham Conservation Commission and the Essex County Greenbelt Association own conservation restrictions. Unprotected, undeveloped parcels adjacent to these conserved parcels can be targets for additional protection.
  - Gordon College owns a large parcel surrounding Coy Pond, with the campus on the south side of the pond. Much of the undeveloped part of this parcel is wetlands, including areas adjacent to the Pond that are *BioMap2* Core Habitat for a Wetlands Core. These wetlands and adjacent uplands can be targets for protection.
  - At the north end of the Beverly Airport, there is a large area of undeveloped land that is mostly wetlands. While this is not habitat for rare species, conserving these wetlands and their adjacent, buffering uplands will help conserve biodiversity in general.

### **MASS WILDLIFE**

- **Habitat Management:** The Town should assess its conservation and water supply areas for the presence of invasive species. If invasives are present in substantial numbers or areas, consider removing them. (Note that the Division of Fisheries and Wildlife has offered grants to fund such activities in the past and is hoping to do so again in the future).
- **Regulation:** The Town should support and encourage its Conservation Commission to enforce the provisions of the Massachusetts Wetlands Act. While there is no local board or official charged with enforcing the provisions of the Massachusetts Endangered Species Act, the Town could consider having the Conservation Commission and the Building Inspector notify development applicants of the presence/absence of Priority Habitat of Rare Species on the applicant's property.
- **Education and Outreach:** Developing community support for conservation of biodiversity is essential for successful efforts at land protection, habitat management, and regulation. Offering field trips on Town conservation areas, writing articles on conservation for local websites and newspapers, and encouraging local students to conduct biological surveys and observations on conservation areas are a few of the low-cost ways to build support that will pay off in the future.

The Town of Wenham is to be commended for undertaking production of an Open Space and Recreation Plan. Please do not hesitate to call me at 508-389-6351 if you have any further questions.

Sincerely,



Lynn C. Harper

Habitat Protection Specialist

Massachusetts Natural Heritage & Endangered Species Program

**MASSWILDLIFE**



*BioMap2Wenham*

[http://maps.massgis.state.ma.us/dfg/biomap/pdf/town\\_core/Wenham.pdf](http://maps.massgis.state.ma.us/dfg/biomap/pdf/town_core/Wenham.pdf)

## APPENDIX E

Memo from Lynn Duncan dated February 27, 2018 regarding discussions with Greenbelt and The Trustees of Reservations

# MEMO

TO:	Open Space and Recreation Commission
CC:	Margaret Hoffman, Planning Coordinator
FROM:	Lynn Duncan, AICP
DATE:	February 27, 2018
RE:	Discussion with Chris LaPointe, Greenbelt, The Trustees of Reservations

As we begin to think about how to prioritize parcels for potential acquisition, as well as other specific recommendations, I want to update you on my discussions with local non-profit organizations.

Last month I spoke with Chris LaPointe of Greenbelt, Essex County's Land Trust. He identified the following parcels as high priority for protection by Greenbelt, as well as others. The first four parcels are under the temporary protection of Chapter 61.

- Angelini Farm, 212 Topsfield Road – One of Greenbelt's goals is to preserve farmland. Could be acquisition, Conservation Restriction (CR), or Agricultural Preservation Restriction (APR). He noted that Greenbelt is exploring the possibility of acquiring farms to lease to farmers on a long-term basis. There are ground lease models available. He has had conversations with Land for Good. [Land for Good is a non-profit organization whose mission is to ensure the future of farming in New England by putting more farmers more securely on more land. Since 2004 they have provided support and expert guidance to help farmers, landowners and communities navigate the complex challenges of land access, tenure and transfer.]
- Canaan/ Tendercrop Farm, 87 Main Street, is a priority, and he noted that Tendercrop Farm is having success with the property.
- The Streeter property, including 9 and 51 Maple Street, is a priority because of its size. It may be the largest remaining undeveloped property in Wenham, according to Chris. In terms of connectivity it ranks lower since it does not directly connect to other conservation land, but it is large enough in and of itself to be worthy of protection. There is a 4.3 acre-parcel adjacent to the Streeter property that becomes important if the Streeter parcel is protected.
- Wenham Country Club Golf Course, 94 Main Street – Greenbelt might be interested in a Conservation Restriction that could protect the land for a golf course and/or agriculture. He noted that he has spoken with the landowner in this regard. Chris gave an example about a project in Rowley where Greenbelt now holds a Conservation Restriction jointly with the Town

of Rowley. He noted that both the towns of Ipswich and Boxford have a bonding program. He thought that the bonding program in Ipswich allowed the Board of Selectmen to authorize up to \$500,000 in bonding without Town Meeting authorization.

- 20 Larch Row, privately-owned. Frontage on Larch Row and extends to rear of Post Office; approximately 51 acres containing significant portion of wetlands and flood hazard areas. On other side of railroad tracks is the Reynolds Farm owned by the Conservation Commission, which is currently leased for agriculture to The Food Project.
- Gordon College – land is important for water supply protection and habitat. Does the College have a master Plan for its property?
- Greenbelt is also theoretically interested in large estates, as these owners are often willing to donate Conservation Restriction, and over time, a lot of contiguous land and trail connections become protected. He noted that Greenbelt has several of these CRs.
- Greenbelt has acquired three parcels since 2000 and a number of additional CRs. I will be updating the list of Protected Parcels with this information.

He also served as President of Hamilton Wenham Open Land Trust (HWOLT) through 2017. He did not have any recommendations from HWOLT. He noted that they were not as active as in the past. Since 2002 HWOLT acquired a parcel as part of the development of The Boulders, which is a now partly a 43-plot community garden.

Chris met with the Open Space and Recreation Committee in February, 2017. He would like to meet with the OSRC on a regular basis, perhaps every six months, to get an update on what is going on in Wenham relative to open space protection.

I spoke with David Santomenna at The Trustees of Reservations (TTOR). He said that there is not a lot of property that TTOR considers high priority in Wenham for their purposes (remember that they are a State-wide organization). He said that TTOR had taken a look at the land proposed for the Spring Hill Subdivision because it is adjacent to their Long Hill property. However, the land was high-priced and they decided that the core of Long Hill was well-buffered, so they did not make a run at it. He thought the property of the most interest is Canaan Farm (now Tendercrop Farm) because of its agricultural use and contribution to maintaining a scenic corridor along Route 1A.

I left a message with Carol Lloyd, Director of Trail Management at ECTA, and will update you with further information.

## APPENDIX F

Parcel Ranking Matrix (TO BE ADDED)

Parcel Ranking Matrix Instructions



## **Parcel Ranking Matrix**

### **PURPOSE**

The variable character of different sites presents a significant challenge for municipalities when assessing parcels for future acquisition. Most communities have a detailed and objective process for evaluating large capital expenditures, but that usually does not include land purchases. There needs to be a mechanism to compare land parcels in context with one another and for their ability to fill multiple municipal needs and community-wide goals.

Evaluating individual parcels for potential acquisition requires a thorough process, based on objective criteria, in-order-to publicly justify land acquisition decisions. This is especially important when prospective open space and recreation land parcels are “competing” for limited acquisition funds. Furthermore, a decision to decline an offer or Right of First Refusal must also be defensible, based on the best available data for that parcel.

The purpose of this parcel ranking matrix is to help communities make informed, timely land use decisions, particularly on the purchase of properties or exercise of the Town's option on Chapter 61 lands. This matrix will aid the community by prioritizing parcels to better:

- Determine how and where to spend precious dollars;
- Determine where to focus preservation efforts;
- Anticipate future maintenance;
- Determine if individual parcels could serve multiple uses;
- Be prepared for when parcels come on the market;
- Show transparency and rationale to the community when parcels are/are not acted upon.

### **OVERVIEW**

This parcel ranking matrix has been developed using an Excel spreadsheet. There are eleven resource categories of questions which are NOT listed in any order of priority. This matrix allows the municipality to evaluate parcels with a transparent set of criteria, and rank those parcels against others with similar qualities and utility to the community. The tool allows any user to quantify information to evaluate specific parcels within different categories of criteria, comprised of robust and complete data sets. The scoring system is further described below. The totals for each question are then summed to produce a total score for each land parcel, thus establishing a “priority list” of sites for acquisition or protection.

The matrix spreadsheet should be filled out by an appropriate municipal staff person, Board or Committee. Efforts should be made to reach out to other departments for technical assistance to answer the questions completely. For example, the Assessor's Office can help with Chapter



Land classifications. The Public Works Department would be helpful with well-head areas. The Planning or Community Development Departments can be a resource for important plans and reports that mention specific parcels. Local or regional land trusts, conservancy organizations or wildlife refuges may have key information on vernal pools, vulnerable species or migration patterns, not to mention their own prioritized protection "wish-lists". Efforts should also be made to conduct site visits whenever possible, or at least visual inspections from roadside and/or property boundaries.

## EVALUATION

It is important to think long-term and high-value when evaluating parcels for acquisition. Parcels that are flat and cleared/partially cleared (such as active farmland or other large Chapter 61 land) can be valuable to the Town for multiple purposes, even if a proposed use or project may be years away. While a municipality may choose not to answer the Municipal Use questions in this section if focused solely on preservation, a parcel that may check multiple criteria boxes may be more valuable to the community long term. Think creatively about land use, school enrollment and residential growth patterns. Consider existing municipal land and future needs, as demand for municipal services grows with population increases.

However, it is also important to note that evaluating preservation resources in the context of municipal needs may lead to an erroneous conclusion about their relative value. What a high score actually indicates is that parcels that rank high for preservation value may also have high value for other needs, especially if the parcel is farmland or other cleared, level property. The matrix can then show the possibility of multiple uses on a single parcel. The higher the ranking, the more uses the parcels could sustain. A community may determine that two sets of comparison are needed, running models for preservation only, and again for all resource criteria.

The system's ease of use, consistency of information, transparency of methodology and straightforward scoring ensure its value as an implementation tool. The information gleaned from the matrix can easily be reproduced, updated, shared and incorporated immediately for local and regional planning strategies. Scoring can be further enhanced by working with the GIS department to create a cumulative score Matrix Map, thereby visually identifying parcel size, parcel connections, geographic patterns, scoring trends and potential target areas.

This tool will not only help prioritize investment, but also serve as a gauge to monitor progress of implementation. The property rankings should be run every year to remove parcels that have been sold or preserved, and to add appropriate new parcels. It is good to note that, with this decision matrix in place, the Town will be able to evaluate any parcel as needed in the future, i.e., should a large, non-Chapter land parcel suddenly and unexpectedly come on the market.

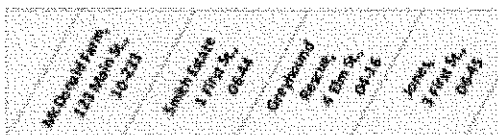


## INSTRUCTIONS

### PART 1 -- MATRIX SET-UP

The following items should be completed to set-up the matrix before answering the parcel evaluation questions:

- **PARCEL SELECTION:** The municipality first needs to decide - which parcels will be evaluated? Will only those parcels designated as Chapter 61, 61A or 61B be evaluated? Or only those parcels which are undeveloped? Or parcels over a certain size? Or those deemed eminently developable or especially vulnerable to development thus resulting in a corresponding loss of community character?
- **PARCEL NAME:** Type the local name, address & plate/parcel reference in the top row (cells C1-AA1), i.e. McDonald Farm, 123 Main St., 10-233. ALT+enter will allow text to be entered on a second line.



- **PLANS, REPORTS & RECOMMENDATIONS:** List important local, regional or state planning documents (i.e. Master Plan, Community Development Plan, Commonwealth Compact, UPWP, etc.) where the criteria reads "Insert plan/report/recommendation, Year" (cells A5-A16). Several parcels may be referenced in the same plan. If the parcel is called out in the plan/report, select YES. Think beyond your local plans and look at regional and state planning documents as well. Reach out to other private organizations, non-profits & State agencies or programs - land trusts, conservations organizations, fish & wildlife associations, trail groups, etc. - to see if parcels are on any of their prioritized parcel lists, recommendations or have come up often in their discussions.

Master Plan, 2012

Community Development Plan, 2004

Recreation Plan, 2019

Watershed Protection Plan, 2011

Heritage Landscapes, 2009

Housing Production Plan, 2016

Oak River Land Trust - Prioritized Parcel List, 2017

Historical Commission - National/State Register Study List, 2017





- **WEIGHT:** Each individual resource criteria can be weighted to reflect its importance relative to community goals, values & planning objectives. These weights run on a scale of 0 – 4. The subtotal for each resource criteria will be multiplied by the weight the municipality assigns, to produce a weighted subtotal score. The weight is selected once per resource criteria and is carried through all questions in that category.

Weight	
4	
3	
2	
1	
0	

If all criteria are equally important to the community, leave each weight at 1. But if other categories have a higher concern, that resource criteria can be weighted at 4, the highest weight assigned to any category. If a category is currently not relevant to or a low priority for the community, the questions can still be answered, but assigned a weight of 0. This way the weight can be changed at a later date, and the questions have been answered consistently across all resource categories.

If the municipality is looking for a parcel suitable only for development of drinking water resources, all other criteria can be assigned a 0 weight and only those suitable parcels would be ranked. Any resource criteria assigned a 0 weight will not be included in the ranking.

For 2018, the criteria are weighted based on public input from the first Forum and the Community Survey as follows:

- Drinking Water Resources - 4
- Links/Connectivity/Trails - 3
- Natural Resources and Scenic Views - 2
- Agriculture and Historic Preservation - 1

Weights can be changed in the future. This adaptability makes the matrix valuable long-term, so that if and when town priorities change, weights can be easily changed and the completed matrix will still be functional.



## PART 2 – ANSWERING QUESTIONS

- **ANSWER SELECTION:** Answers to questions are chosen from a pre-set selection in each cell. Just click on the cell and an arrow will appear with a drop-down list.

A diagram illustrating the answer selection process. It shows a rectangular cell with a small downward-pointing arrow on its right side. A drop-down menu is open, displaying three options: "No", "Maybe", and "Yes".

- **HELP TEXT & DEFINITIONS:** For certain questions, there may be help text that appears to the right of the answer cell, giving you additional guidance or definitions. Hit the ESCAPE key to make lingering text boxes disappear.

A diagram illustrating the help text feature. It shows a rectangular cell with a small downward-pointing arrow on its right side. A help text box is open to the right of the cell, containing the text: "Chapter Land is the parcel currently designated as C1B, S1 (Forested Land), G1A (Agricultural Land) or G1B (Recreational Land)."

- **ANSWER VALUES:** Answers are assigned numerical values which are then tabulated to a final score seen at the bottom of the sheet. All cells are initially defaulted to "- -" which is zero points. There are no negative numbers, meaning, no answer deducts points from the overall score.



Scoring is as follows:

SIZE	
--	
Under 1 acre	1
1-3 acres	2
3-5 acres	3
5-8 acres	4

Y/N/M – Yes is positive choice	
--	
Yes	2
No	0
Maybe	1
Untested	0

N/M/Y – Yes is negative choice	
--	
No	2
Maybe	1
Yes	0

CHAPTER LAND	
--	
Ch. 61	2
Ch. 61A	2
Ch. 61B	2
No	0

TURF	
--	
Flat	5
Moderately Flat	4
Hilly	3
Steep	2
Rocky/ Ledge	1

RATING	
--	
Excellent	5
Above Average	4
Average	3
Below Average	2
Poor	1
Not Tested	0

PERMEABILITY	
--	
Very Rapid	5
Rapid	4
Medium	3
Slow	2
Very Slow	1
Not Tested	0

IMPORTANCE	
--	
Critically Important	4
Very Important	3
Important	2
Low Importance	1
Unimportant	0

- MULTIPLIER:** The maximum subtotal in any one category is 41 points, as seen in Municipal Uses, which has the most questions. Resource criteria with fewer questions have a multiplier factored in, to bring each criteria's maximum subtotal score to 41. (This multiplier is incorporated into the locked tabulation formula & is not editable.) The purpose of the multiplier is to equalize categories with fewer questions with those with many questions. It is calculated by dividing the maximum subtotal of 41 by the highest possible score for each resource criteria. The first section with overall identifier questions (size, Chapter Land designation, etc.) does not include a multiplier. The following table outlines the multipliers:

Resource Criteria	Un-adjusted High Score	Multiplier	Subtotal
I. Drinking Water Resources	18	2.28	41
II. Natural Resources	26	1.57	41
III. Agriculture/Forestry	11	3.73	41
IV. Active Recreation	24	1.71	41
V. Historic Preservation	8	5.13	41
VI. Scenic Views	20	2.05	41
VII. Links/Connectivity/Trails	20	2.05	41
VIII. Accessibility	14	2.93	41
IX. Constructability	16	2.56	41
X. Zoning, Legal & Financial Criteria	16	2.56	41
XI. Municipal Criteria	41	1	41



- **COMMUNITY SURVEY PRIORITIZATION:** Here is some background on the following question in cell A4:

How did the 2017 Open Space and Recreation Community Survey prioritize the acquisition of this parcel?

A community survey was conducted in the fall of 2017, receiving 382 responses from residents. One hundred twenty-six respondents answered the question, "Which, if any, of the Chapter 61 parcels would you recommend for acquisition if the Town had that option?" Responses ranged from 7 - 43 responses for each parcel. Parcels that were recommended for acquisition are rated on the following scale:

- 40+ recommendations = critically important
- 31 recommendations = very important
- 15 - 20 recommendations = important
- 7 - 11 recommendations = low importance

**Specifically:**

- Critically important - 94 Main Street, 9 Maple Street
- Very Important - 69 Cherry Street, 87 Main Street
- Important - 212 Topsfield Road, 62 Maple Street, 136 Grapevine Road, 51 Maple Street
- Low Importance - 57 Dodges Row, 95 Larch Row, Dodges Row (on Beverly line)

**Note:** 60 Main Street is under agreement and is no longer under consideration for acquisition. 74 Cherry Street has a Conservation Restriction in perpetuity so there is no need for acquisition and it does not need to be evaluated. There is an affordable, senior housing development proposed for a small portion of 62 Maple Street. Since only a portion of the site would potentially be removed from Chapter 61, the remainder of the site should be evaluated.

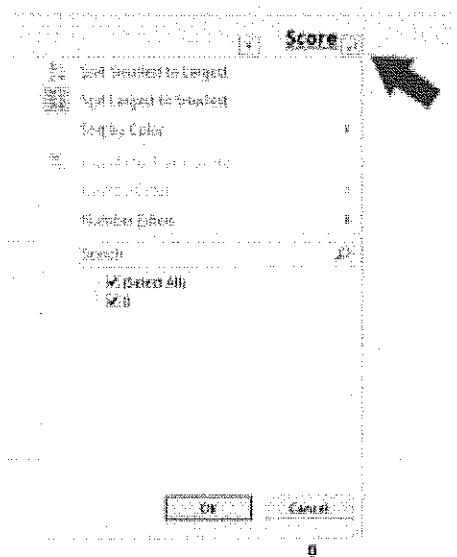
It is noted that many respondents did not answer this question, but the reason for the lack of response is unknown, whether due to lack of information regarding each parcel or lack of interest in acquisition.

### PART 3 – PARCEL SCORING

- **TOTAL SCORE:** Overall scores are a total sum value of the weighted subtotals. Any question that does not seem pertinent can be left blank, with the "-" as the default answer. If a community wishes to score only the water resource category, then leaving the other questions blank will rank only those parcels suitable for water resources. Other parcels that might be appropriate for multiple municipal uses can be ranked using all the criteria.



- The matrix was designed for municipalities to score parcels for many uses, so there is NO such thing as a perfect high score. A higher score means that a parcel is worthy of protection for a variety of reasons & uses.
- **SUMMARY PAGE:** The scores are automatically transferred to a SUMMARY page (Tab 1) – for ease of printing. To sort this tab's scores from highest to lowest, click on the small arrow next to SCORE (cell B6). Select "Sort Largest to Smallest."



- **TIP:** If the parcel name/address/parcel info is running together on the SUMMARY tab, try typing a comma & space after the parcel name & address in the MATRIX tab.

Parcel	Score
McDonald Farm, 123 Main St., 10-211	142
Carter, 5 Oak St., 05-11	140
Adler's Dairy Farm, 14 Whitlock Rd., 14-17	137
NE Equestrian Ctr, 4 Maple St., 10-111	132
Hopedale, 17 Hemlock Dr., 14-27	127
Smith Estate, 1 First St., 05-11	111
Graydon and Reserve, 4 Elm St., 04-16	98
Jones, 1 First St., 05-45	87



## PART 4 – FINAL RECOMMENDATIONS

- **PROCEDURES & RECOMMENDATIONS:** Once assessment of all parcels is complete, further discussion may be needed to review other criteria that are harder to quantify, such as development potential, hazmat or even price, before issuing a recommendation. It will then be up to the municipality to determine which parcels warrant action and which do not, as well as determine what specific action is recommended for each parcel, if any. The items below are offered as an example:

- Sites having fewer than \_\_\_\_\_ points receive low protection efforts.\*
- Sites having \_\_\_\_\_ to \_\_\_\_\_ points receive medium protection efforts.\*
- Sites having \_\_\_\_\_ to \_\_\_\_\_ points receive high protection efforts.\*
- Sites having more than \_\_\_\_\_ points receive very high protection efforts.\*

*\* The municipality will need to determine what low, medium, high & very high preservation efforts entail.*

- **Final recommendation**

- ☐ Zoning change
- ☐ Acquire easement
- ☐ Conservation restriction
- ☐ Agricultural preservation restriction
- ☐ Historic preservation restriction
- ☐ Development rights
- ☐ Land lease
- ☐ Accept as gift/donation
- ☐ Purchase
- ☐ No action
- ☐ Other \_\_\_\_\_

## **APPENDIX G**

### **ADA Access Self Evaluation**

## Appendix G – ADA Self- Evaluation

### Part 1 – Administrative Requirements (TO BE ADDED)

1. Designation of an ADA Coordinator Attach official designation of employee responsible for ADA coordination with name and position title and signed by the chief municipal officer.
2. Grievance Procedures This is a procedure for the general public to follow in the event that a complaint must be made.
3. Public Notification Requirements Employees and the public must be notified that the community does not discriminate on the basis of disability. Notification must be in a format that is accessible such as large print, simple language and in an auditory form. An “EOE” clause must also be included in any recruitment materials or publications. Please submit copies of these documents and evidence that notices were also made for the visual and learning impaired.
4. Participation of Individuals with Disabilities or Organizations Representing the Disabled Community Completion of the Self-Evaluation must involve people with disabilities. You will need their help on Part II (the Inventory).

*The completion of the Self-Evaluation was done in concert with James Reynolds, ADA Coordinator. The consultant conducted site visits with Mr. Reynolds and he reviewed the completed inventories. The associated transition plans were developed jointly.*

### Part III: Employment Practices (TO BE ADDED)

Please have the ADA Coordinator for your community sign a statement attesting to the fact that the city or town’s employment practices are in compliance with the Americans with Disabilities Act. The following major categories must be included in this statement: Recruitment, Personnel Actions, Leave Administration, Training, Tests, Medical Exams/Questionnaires, Social and Recreational Programs, Fringe Benefits, Collective Bargaining Agreements, and Wage and Salary Administration.



## Part 11 – Program Accessibility

### Programming

Recreation Department policy is to provide access to programs as special needs arise.

### Facilities

The following facilities are those recreational and conservation facilities in Wenham under the jurisdiction of the Recreation Department and Conservation Commission;

1. Pingree Park
2. Iron Rail Fields (Grapevine Entrance)
3. Iron Rail Fields (Rt. 22 entrance)
4. Pleasant Pond Beach
5. Wenham Rail Trail
6. DPW Field
7. West Wenham Field
8. Williams Conservation land (Hull Street)
9. Reynolds/Proctor Conservation land (off Larch Row)

The last two properties are under the jurisdiction of the Conservation Commission but are not recreational sites.

Williams Conservation Land (Hull Street): This site contains 11.5 acres of wooded upland and wetlands with frontage on Hull Street. There are no facilities or marked trails at this site.

Reynolds/Proctor Conservation Land (Larch Row): This site contains 34 acres, mostly open fields with some forest and with frontage on the Miles River. The site is leased for farming during the growing season. There are no trails or other recreational improvements. Should recreational improvements be planned, such as a trail or canoe launch, the issue of accessibility will be revisited.

### Facility Inventory and Transition Plan

A facility inventory and transition plan for each of the recreational sites follow. The State inventory form is used; where the information is not applicable, the standard inventory page is deleted.

Facility Inventory

LOCATION: Pingree Park

This facility contains a 60-foot baseball diamond used by Little League (Cheeseman Field), another 60-foot baseball diamond, and a 90-foot baseball diamond also used for multi-purposes, a new playground, an older playground, and four tennis courts.

ACTIVITY	EQUIPMENT	NOTES
Picnic Facilities	Tables & Benches	Located adjacent to accessible paths <b>No</b>
		Access to Open Spaces. <b>There is no accessible path to the open spaces.</b>
		Back and Arm Rests <b>The benches have backs, but no arm rests.</b>
		Adequate number <b>There are four picnic tables and several benches located throughout the park. None of the tables or benches are designed to be accessible.</b>
	Grills N/A	Height of Cooking Surface
	Trash Cans	Located adjacent to accessible paths
		Located adjacent to accessible paths <b>No</b>
Trails <b>N/A</b>		Located adjacent to accessible paths
		Located near accessible water fountains, trash can, restroom, parking, etc.
		Surface material
		Dimensions
Swimming Facilities <b>N/A</b>	Pools	Rails
		Signage (for visually impaired)
		Entrance
	Beaches	Location from accessible parking
		Safety features i.e. warning for visually impaired
		Location from accessible path into water
		Handrails
Play Areas (tot lots)	All Play Equipment i.e. swings, slides	Location from accessible parking
		Shade provided
	Access Routes	Same experience provided to all: <b>Yes, except for surface material. The older playground equipment is located on grass, which is not an accessible surface material. The new playground has a mulch surface, which is also not accessible.</b>
Game Areas: *ballfield *basketball *tennis	Access Routes	Located adjacent to accessible paths <b>No. There is no ADA accessible route to the new or old playgrounds.</b>
		Enough space between equipment for wheelchair <b>Yes</b>
	Equipment	Located adjacent to accessible paths <b>There is no accessible route to any of the fields or tennis courts. The Little League Field is fenced and the gates are not wide enough for a wheelchair.</b>
		Berm cuts onto courts
		Height
Boat Docks <b>N/A</b>	Access Routes	Dimensions
		<b>Spectator Seating</b> Cheeseman Field is the only field to have spectator seating, but no accessible spectator seating area is provided.
		Located adjacent to accessible paths
Fishing Facilities <b>N/A</b>	Access Routes	Handrails
		Arm Rests
	Equipment	Bait Shelves
		Handrails
		Fish Cleaning Tables
Programming <b>N/A</b>	Are special programs at your facilities accessible?	Learn-to-Swim
		Guided Hikes
		Interpretive Programs

Services and Technical Assistance	Information available in alternative formats i.e. for visually impaired
	Process to request interpretive services (i.e. sign language interpreter) for meetings

**LOCATION**

**PARKING** Gravel and dirt parking lot. Estimated number of spaces 35-40, but none are marked. No accessible spaces provided. Two are required.

Total Spaces	Required Accessible Spaces		
Up to 25	1 space		
26-50	<b>2 spaces Required, but not provided.</b>		
51-75	3 spaces		
76-100	4 spaces		
101-150	5 spaces		
151-200	6 spaces		
201-300	7 spaces		
301-400	8 spaces		
401-500	9 spaces		

Specification for Accessible Spaces	Yes	No	Comments/Transition Notes
Accessible space located closest to accessible Entrance		X	
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft.		X	
Minimum width of 13 ft includes 8 ft space plus 5 ft access aisle		X	
Van space – minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make all accessible spaces 11 ft wide with 5 ft aisle.		X	
Sign with international symbol of accessibility at each space or pair of spaces		X	
Sign minimum 5 ft, maximum 8 ft to top of sign		X	
Surface evenly paved or hard-packed (no cracks)	X		
Surface slope less than 1:20, 5%	X		
Curbside to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present			There is no curbing.
Curbside is a minimum width of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or painted yellow			

**RAMPS N/A**

Specification	Yes	No	Comments/Transition Notes
Slope Maximum 1:12			
Minimum width 4 ft between handrails			
Handrails on both sides if ramp is longer than 6 ft			
Handrails at 34" and 19" from ramp surface			
Handrails extend 12" beyond top and bottom			
Handgrip oval or round			
Handgrip smooth surface			
Handgrip diameter between 1 1/4" and 2"			
Clearance of 1 1/2" between wall and wall rail			
Non-slip surface			
Level platforms (4ft x 4 ft) at every 30 ft, at top, at bottom, at change of direction			

LOCATION

SITE ACCESS, PATH OF TRAVEL, ENTRANCES			
Specification	Yes	No	Comments/Transition Notes
<b>Site Access</b>			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance		X	There is no accessible path of travel to the ballfields, playgrounds, or tennis courts.
Disembarking area at accessible entrance			
Surface evenly paved or hard-packed			
No ponding of water			
<b>Path of Travel There is no accessible path of travel to the ballfields, playgrounds, or tennis courts.</b>			
Path does not require the use of stairs			
Path is stable, firm and slip resistant			
3 ft wide minimum			
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50).			
Continuous common surface, no changes in level greater than 1/2 inch			
Any objects protruding onto the pathway must be detected by a person with a visual disability using a cane			
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"			
Curb on the pathway must have curb cuts at drives, parking and drop-offs			
<b>Entrances N/A</b>			
Primary public entrances accessible to person using wheelchair, must be signed, gotten to independently, and not be the service entrance			
Level space extending 5 ft. from the door, interior and exterior of entrance doors			
Minimum 32" clear width opening (i.e. 36" door with standard hinge)			
At least 18" clear floor area on latch, pull side of door			
Door handle no higher than 48" and operable with a closed fist			
Vestibule is 4 ft plus the width of the door swinging into the space			
Entrance(s) on a level that makes elevators accessible			
Door mats less than 1/2" thick are securely fastened			
Door mats more than 1/2" thick are recessed			
Grates in path of travel have openings of 1/2" maximum			
Signs at non-accessible entrance(s) indicate direction to accessible entrance			
Emergency egress – alarms with flashing lights and audible signals, sufficiently lighted			

NOTES

**LOCATION**

<b>RESTROOMS – also see Doors and Vestibules</b> There is one accessible, unisex restroom provided, in addition to the Ladies' restroom.			
Specification	Yes	No	Comments/Transition Notes
5 ft turning space measured 12" from the floor	X		
<b>At least one Sink:</b>			
Clear floor space of 30" by 48" to allow a forward approach	X		
Mounted without pedestal or legs, height 34" to top of rim		X	Sink is 36.5 inches to top of the rim from the floor
Extends at least 22" from the wall		X	Sink is 17 inches from the wall
Open knee space a minimum 19" deep, 30" width, and 27" high	X		
Cover exposed pipes with insulation	X		
Faucets operable with closed fist (lever or spring activated handle)	X		
<b>At least one Stall:</b>			
Accessible to person using wheelchair at 60" wide by 72" deep	X		
Stall door is 36" wide	X		There are no individual stalls. Exterior door is 36 inches wide.
Stall door swings out			The door to the restroom swings in. It is the exterior door, as there are no individual stalls.
Stall door is self closing	X		
Stall door has a pull latch	X		
Lock on stall door is operable with a closed fist, and 32" above the floor			Self-locking
Coat hook is 54" high		X	There is no coat hook.
<b>Toilet</b>			
18" from center to nearest side wall	X		Dimension to side wall is 21 inches.
42" minimum clear space from center to farthest wall or fixture	X		
Top of seat 17"-19" above the floor	X		
<b>Grab Bars</b>			
On back and side wall closest to toilet	X		
1 1/4" diameter	X		
1 1/2" clearance to wall	X		
Located 30" above and parallel to the floor		X	Grab bars are 33.5 inches above the floor.
Acid-etched or roughened surface		X	
42" long		X	Grab bars are 37 inches long.
<b>Fixtures</b>			
Toilet paper dispenser is 24" above floor	X		
One mirror set a maximum 38" to bottom (if tilted, 42")		X	There is no mirror.
Dispensers (towel, soap, etc) at least one of each a maximum 42" above the floor	X	X	The hand dryer is 42 inches above the floor, but the soap dispenser is 45 inches above the floor.

**NOTES**

**LOCATION**
**FLOORS, DRINKING FOUNTAINS, TELEPHONES N/A**

Specification	Yes	No	Comments/Transition Notes
<b>Floors</b>			
Non-slip surface			
Carpeting is high-density, low pile, non-absorbent, stretched taut, securely anchored			
Corridor width minimum is 3 ft			
Objects (signs, ceiling lights, fixtures) can only protrude 4" into the path of travel from a height of 27" to 80" above the floor			
<b>Drinking Fountains</b>		<b>There are 4 drinking fountains</b>	
Spouts no higher than 36" from floor to outlet		X	Heights of spouts are 40", 43", 46" and 37"
Hand operated push button or level controls	X		
Spouts located near front with stream of water as parallel to front as possible	X		
If recessed, recess a minimum 30" width, and no deeper than depth of fountain	N/A		
If no clear knee space underneath, clear floor space 30" x 48" to allow parallel approach	X		
<b>Telephones</b>			
Highest operating part a maximum 54" above the floor			
Access within 12" of phone, 30" high by 30" wide			
Adjustable volume control on headset so identified			
<b>SIGNS, SIGNALS, AND SWITCHES</b>			
Specification	Yes	No	Comments/Transition Notes
<b>Switches, Controls and Signs</b>			
Switches and controls for light, heat, ventilation, windows, fire alarms, thermostats, etc, must be a minimum of 36" and a maximum of 48" above the floor for a forward reach, a maximum of 54" for a side reach			
Electrical outlets centered no lower than 18" above the floor			
Warning signals must be visual as well as audible			
<b>Signs</b>			
Mounting height must be 60" to centerline of the sign			
Within 18" of door jamb or recessed			
Letters and numbers at least 1 1/4" high			
Letters and numbers raised .03"			
Letters and numbers contrast with the background color			

NOTES

## LOCATION

### Pingree Park Transition Plan

#### Physical Obstacles

1. No designated accessible spaces.
2. Rough gravel/dirt parking lot.
3. No accessible, hard-packed path from parking lot to playgrounds, tennis courts, or fields.
4. Older playground area has grass surface.
5. The surface material at the new playground is mulch.
6. Accessible restroom does not meet all ADA standards, including standards relative to the sink, location of toilet, grab bars, and dispensers.
7. The Little League Field (Cheeseman Field) is fenced and the gate is not wide enough for wheelchair access.
8. Picnic tables are not accessible.
9. All four drinking fountain spouts are too high.

#### Necessary Changes

1. Designate two accessible parking spaces, including one van accessible space, with appropriate signage.
2. Install a hard-packed surface for the accessible parking spaces.
3. Install a hard-packed surface at least 36 inches wide to provide an accessible path of travel to the playgrounds, tennis courts, and fields.
4. If the tennis courts are upgraded and used for high school athletic events, install a hard-packed surface for one van-accessible parking space in the tennis court parking lot and designate with appropriate signage.
5. Investigate options for resurfacing of playgrounds to be accessible and improve the surface.
6. Improve the accessible restroom to meet ADA standards.
7. Install a gate with at least a 36-inch opening to provide wheelchair access to the Little League Field.
8. Provide an ADA-compliant picnic table in an appropriate location.
9. Drinking fountains – lower the spouts to 36 inches.

Schedule – FY20/21

Responsible Party – Recreation Department



LOCATION

Facility Inventory		LOCATION: Iron Rail Soccer Fields – Grapevine Road entrance
ACTIVITY	EQUIPMENT	NOTES
Picnic Facilities N/A	Tables & Benches	Located adjacent to accessible paths
		Access to Open Spaces
		Back and Arm Rests
		Adequate number
	Grills	Height of Cooking Surface
	Trash Cans	Located adjacent to accessible paths
		Located adjacent to accessible paths
		Located near accessible water fountains, trash can, restroom, parking, etc.
Trails		Surface material <b>There is a mulched trail on the far side of the parking lot from the accessible spaces that connects the soccer fields and the two entrances. In a number of areas there is grass growing through the mulch. The surface is not accessible.</b>
		Dimensions <b>The width is generally 5 to 6 feet, but due to lack of maintenance grass reduces the useable width to only a few feet in several places.</b>
		Rails <b>Not necessary.</b>
		Signage (for visually impaired) <b>No</b>
Swimming Facilities N/A	Pools	Entrance
		Location from accessible parking
		Safety features i.e. warning for visually impaired
	Beaches	Location from accessible path into water
		Handrails
		Location from accessible parking
Play Areas (tot lots) N/A	All Play Equipment i.e. swings, slides	Shade provided
	Access Routes	Same experience provided to all
		Located adjacent to accessible paths
<b>Game Areas:</b> *ballfield *basketball *tennis	Access Routes	Enough space between equipment for wheelchair
		Located adjacent to accessible paths <b>No</b>
	Equipment	Berm cuts onto courts
		Height
		Dimensions
Boat Docks N/A	Access Routes	Spectator Seating <b>Spectator seating is not provided for anyone.</b>
		Located adjacent to accessible paths
		Handrails
Fishing Facilities N/A	Access Routes	Located adjacent to accessible paths
		Handrails
	Equipment	Arm Rests
		Bait Shelves
		Handrails
Programming N/A	Are special programs at your facilities accessible?	Fish Cleaning Tables
		Learn-to-Swim
		Guided Hikes
Services and Technical Assistance N/A		Interpretive Programs
		Information available in alternative formats i.e. for visually impaired
		Process to request interpretive services (i.e. sign language interpreter) for meetings

**LOCATION**
**PARKING**

Total Spaces		Required Accessible Spaces	
Up to 25		1 space	
26-50	32 marked; about 50 estimated	2 spaces <b>X required; 4 provided</b>	
51-75		3 spaces	
76-100		4 spaces	
101-150		5 spaces	
151-200		6 spaces	
201-300		7 spaces	
301-400		8 spaces	
401-500		9 spaces	
Specification for Accessible Spaces	Yes	No	Comments/Transition Notes
Accessible space located closest to accessible Entrance		X	There is no accessible path to soccer fields. There is a mulched trail at the far side of the parking lot away from the accessible spaces.
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft.			
Minimum width of 13 ft includes 8 ft space plus 5 ft access aisle	X		
Van space – minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make all accessible spaces 11 ft wide with 5 ft aisle.		X	
Sign with international symbol of accessibility at each space or pair of spaces	X		
Sign minimum 5 ft, maximum 8 ft to top of sign		X	Both signs are attached to the fence. The height at the top of the sign is 43 inches, which does not meet the 5-foot minimum.
Surface evenly paved or hard-packed (no cracks)	X		Gravel parking lot
Surface slope less than 1:20, 5%	X		
Curbscut to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present	X		There are no curbs.
Curbscut is a minimum width of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or painted yellow			N/A
<b>RAMPS N/A</b>			
Specification	Yes	No	Comments/Transition Notes
Slope Maximum 1:12			
Minimum width 4 ft between handrails			
Handrails on both sides if ramp is longer than 6 ft			
Handrails at 34" and 19" from ramp surface			
Handrails extend 12" beyond top and bottom			
Handgrip oval or round			
Handgrip smooth surface			
Handgrip diameter between 1 1/4" and 2"			
Clearance of 1 1/2" between wall and wall rail			
Non-slip surface			
Level platforms (4ft x 4 ft) at every 30 ft, at top, at bottom, at change of direction			

**LOCATION**

<b>SITE ACCESS, PATH OF TRAVEL, ENTRANCES</b>			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
<b>Site Access</b>			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance		X	There is no accessible path to soccer fields. There is a mulched trail on the far side of the parking lot.
Disembarking area at accessible entrance	X		
Surface evenly paved or hard-packed	X		
No ponding of water	X		
<b>Path of Travel – There is no accessible path to soccer fields</b>			
Path does not require the use of stairs			
Path is stable, firm and slip resistant			
3 ft wide minimum			
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50).			
Continuous common surface, no changes in level greater than ½ inch			
Any objects protruding onto the pathway must be detected by a person with a visual disability using a cane			
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"			
Curb on the pathway must have curb cuts at drives, parking and drop-offs			
<b>Entrances N/A</b>			
Primary public entrances accessible to person using wheelchair, must be signed, gotten to independently, and not be the service entrance			
Level space extending 5 ft. from the door, interior and exterior of entrance doors			
Minimum 32" clear width opening (i.e. 36" door with standard hinge)			
At least 18" clear floor area on latch, pull side of door			
Door handle no higher than 48" and operable with a closed fist			
Vestibule is 4 ft plus the width of the door swinging into the space			
Entrance(s) on a level that makes elevators accessible			
Door mats less than ½" thick are securely fastened			
Door mats more than ½" thick are recessed			
Grates in path of travel have openings of ½" maximum			
Signs at non-accessible entrance(s) indicate direction to accessible entrance			
Emergency egress – alarms with flashing lights and audible signals, sufficiently lighted			

NOTES

**LOCATION**

**STAIRS and DOORS N/A**

Specification	Yes	No	Comments/Transition Notes
<b>Stairs</b>			
No open risers			
Nosings not projecting			
Treads no less than 11" wide			
Handrails on both sides			
Handrails 34"-38" above tread			
Handrail extends a minimum of 1 ft beyond top and bottom riser (if no safety hazard and space permits)			
Handgrip oval or round			
Handgrip has a smooth surface			
Handgrip diameter between 1 1/4" and 1 1/2"			
1 1/2" clearance between wall and handrail			
<b>Doors</b>			
Minimum 32" clear opening			
At least 18" clear floor space on pull side of door			
Closing speed minimum 3 seconds to within 3" of the latch			
Maximum pressure 5 pounds interior doors			
Threshold maximum 1/2" high, beveled on both sides			
Hardware operable with a closed fist (no conventional door knobs or thumb latch devices)			
Hardware minimum 36", maximum 48" above the floor			
Clear, level floor space extends out 5 ft from both sides of the door			
Door adjacent to revolving door is accessible and unlocked			
Doors opening into hazardous area have hardware that is knurled or roughened			

**NOTES**

There is a small building likely used for storage of equipment that is not accessible as there are two steps and a short ramp that exceeds slope requirements.

**LOCATION**

<b>RESTROOMS – also see Doors and Vestibules</b>			
There is one portable toilet that is not accessible.			
Specification	Yes	No	Comments/Transition Notes
5 ft turning space measured 12" from the floor		X	
<b>At least one Sink:</b>			
Clear floor space of 30" by 48" to allow a forward approach		X	
Mounted without pedestal or legs, height 34" to top of rim		X	
Extends at least 22" from the wall		X	
Open knee space a minimum 19" deep, 30" width, and 27" high			
Cover exposed pipes with insulation		X	
Faucets operable with closed fist (lever or spring activated handle)		X	
<b>At least one Stall:</b>			
Accessible to person using wheelchair at 60" wide by 72" deep		X	
Stall door is 36" wide		X	
Stall door swings out		X	
Stall door is self closing		X	
Stall door has a pull latch		X	
Lock on stall door is operable with a closed fist, and 32" above the floor		X	
Coat hook is 54" high		X	
<b>Toilet</b>			
18" from center to nearest side wall		X	
42" minimum clear space from center to farthest wall or fixture		X	
Top of seat 17"-19" above the floor		X	
<b>Grab Bars</b>			
On back and side wall closest to toilet		X	
1 1/4" diameter		X	
1 1/2" clearance to wall		X	
Located 30" above and parallel to the floor		X	
Acid-etched or roughened surface		X	
42" long		X	
<b>Fixtures</b>			
Toilet paper dispenser is 24" above floor		X	
One mirror set a maximum 38" to bottom (if tilted, 42")		X	
Dispensers (towel, soap, etc) at least one of each a maximum 42" above the floor		X	

**NOTES**

## LOCATION

### **Iron Rail (Grapevine Road entrance) Transition Plan**

#### Physical Obstacles

1. No van accessible parking space.
2. Signs do not meet ADA requirements in terms of height.
3. No accessible path to the soccer fields.
4. No accessible spectator area
5. No accessible restroom.
6. The trail does not have an accessible surface.

#### Necessary Changes

1. Change two of the accessible spaces to van accessible spaces
2. Install poles in order to place signs at the accessible spaces at the appropriate height.
3. Install a hard surface path at least 36 inches wide from the parking lot to a sideline spectator area.
4. Provide a hard surface spectator area adjacent to the accessible path large enough to accommodate multiple handicapped individuals.
5. Upgrade to at least one accessible portable toilet.
6. Install a hard-packed surface along the trail that is at least 36 inches wide.

Schedule - FY21

Responsible Party – Recreation Department

LOCATION

Facility Inventory

LOCATION: Iron Rail Fields – Route 22 entrance (Rubbly Road) There are three multi-purpose rectangular fields at Iron Rail, which are accessed either from Grapevine Road or Route 22. Because there is parking at both entrances, two separate forms have been completed for this facility, one for each entrance.

ACTIVITY	EQUIPMENT	NOTES
Picnic Facilities <b>N/A</b>	Tables & Benches	Located adjacent to accessible paths
		Access to Open Spaces
		Back and Arm Rests
		Adequate number
	Grills	Height of Cooking Surface
	Trash Cans	Located adjacent to accessible paths
Trails	Picnic Shelters	Located adjacent to accessible paths
		Located near accessible water fountains, trash can, restroom, parking, etc.
		Surface material <b>There is a mulched path, which connects the soccer fields and the two entrances, but the surface is not considered accessible.</b>
		Dimensions
Swimming Facilities <b>N/A</b>	Pools	Rails <b>No</b>
		Signage (for visually impaired) <b>No</b>
		Entrance
	Beaches	Location from accessible parking
		Safety features i.e. warning for visually impaired
		Location from accessible path into water
Play Areas (tot lots) <b>N/A</b>	All Play Equipment i.e. swings, slides	Handrails
		Location from accessible parking
	Access Routes	Shade provided
		Same experience provided to all
Game Areas: *ballfield *basketball *tennis	Access Routes	Located adjacent to accessible paths
		Enough space between equipment for wheelchair
	Equipment	Located adjacent to accessible paths <b>NO</b>
		Berm cuts onto courts
		Height
		Dimensions
Boat Docks <b>N/A</b>	Access Routes	Spectator Seating
		Located adjacent to accessible paths
		Handrails
Fishing Facilities <b>N/A</b>	Access Routes	Handrails
		Located adjacent to accessible paths
	Equipment	Arm Rests
		Bait Shelves
		Handrails
		Fish Cleaning Tables
Programming <b>N/A</b>	Are special programs at your facilities accessible?	Learn-to-Swim
		Guided Hikes
		Interpretive Programs
Services and Technical Assistance	Information available in alternative formats i.e. for visually impaired	
	Process to request interpretive services (i.e. sign language interpreter) for meetings	

# LOCATION

**PARKING** There is parking on either side of the entrance for 15 to 20 cars and a gravel parking area for 15 to 20 cars for a total capacity of 30-40 cars. The parking is not striped and there are no accessible spaces delineated.

Total Spaces		Required Accessible Spaces	
Up to 25		1 space	
26-50		2 spaces <b>Required</b>	
51-75		3 spaces	
76-100		4 spaces	
101-150		5 spaces	
151-200		6 spaces	
201-300		7 spaces	
301-400		8 spaces	
401-500		9 spaces	
Specification for Accessible Spaces	Yes	No	Comments/Transition Notes
Accessible space located closest to accessible entrance		x	No accessible spaces delineated
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft.		X	No accessible spaces delineated
Minimum width of 13 ft includes 8 ft space plus 5 ft access aisle		X	No accessible spaces delineated
Van space – minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make all accessible spaces 11 ft wide with 5 ft aisle.		X	No accessible spaces delineated
Sign with international symbol of accessibility at each space or pair of spaces		X	No signage
Sign minimum 5 ft, maximum 8 ft to top of sign		X	No signage
Surface evenly paved or hard-packed (no cracks)	X		Surface is hard-packed gravel.
Surface slope less than 1:20, 5%	X		
Curbcut to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present			There are no curbs as the lot is not paved.
Curbcut is a minimum width of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or painted yellow			
<b>RAMPS N/A</b>			
Specification	Yes	No	Comments/Transition Notes
Slope Maximum 1:12			
Minimum width 4 ft between handrails			
Handrails on both sides if ramp is longer than 6 ft			
Handrails at 34" and 19" from ramp surface			
Handrails extend 12" beyond top and bottom			
Handgrip oval or round			
Handgrip smooth surface			
Handgrip diameter between 1 1/4" and 2"			
Clearance of 1 1/2" between wall and wall rail			
Non-slip surface			
Level platforms (4ft x 4 ft) at every 30 ft, at top, at bottom, at change of direction			



LOCATION

**SITE ACCESS, PATH OF TRAVEL, ENTRANCES**

Specification	Yes	No	Comments/Transition Notes
<b>Site Access</b>			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance		X	There is no accessible path from the parking area to the soccer field.
Disembarking area at accessible entrance			
Surface evenly paved or hard-packed			
No ponding of water			
<b>Path of Travel. There is no accessible path to the soccer fields.</b>			
Path does not require the use of stairs			
Path is stable, firm and slip resistant			
3 ft wide minimum			
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50).			
Continuous common surface, no changes in level greater than 1/2 inch			
Any objects protruding onto the pathway must be detected by a person with a visual disability using a cane			
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"			
Curb on the pathway must have curb cuts at drives, parking and drop-offs			
<b>Entrances N/A</b>			
Primary public entrances accessible to person using wheelchair, must be signed, gotten to independently, and not be the service entrance			
Level space extending 5 ft. from the door, interior and exterior of entrance doors			
Minimum 32" clear width opening (i.e. 36" door with standard hinge)			
At least 18" clear floor area on latch, pull side of door			
Door handle no higher than 48" and operable with a closed fist			
Vestibule is 4 ft plus the width of the door swinging into the space			
Entrance(s) on a level that makes elevators accessible			
Door mats less than 1/2" thick are securely fastened			
Door mats more than 1/2" thick are recessed			
Grates in path of travel have openings of 1/2" maximum			
Signs at non-accessible entrance(s) indicate direction to accessible entrance			
Emergency egress – alarms with flashing lights and audible signals, sufficiently lighted			

NOTES

**LOCATION**

<b>RESTROOMS – also see Doors and Vestibules</b>			
<b>There is one portable toilet, but it is not accessible.</b>			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
5 ft turning space measured 12" from the floor		X	
<b>At least one Sink:</b>			
Clear floor space of 30" by 48" to allow a forward approach		X	
Mounted without pedestal or legs, height 34" to top of rim		X	
Extends at least 22" from the wall		X	
Open knee space a minimum 19" deep, 30" width, and 27" high		X	
Cover exposed pipes with insulation		X	
Faucets operable with closed fist (lever or spring activated handle)		X	
<b>At least one Stall:</b>			
Accessible to person using wheelchair at 60" wide by 72" deep		X	
Stall door is 36" wide		X	
Stall door swings out		X	
Stall door is self closing		X	
Stall door has a pull latch		X	
Lock on stall door is operable with a closed fist, and 32" above the floor		X	
Coat hook is 54" high		X	
<b>Toilet</b>			
18" from center to nearest side wall		X	
42" minimum clear space from center to farthest wall or fixture		X	
Top of seat 17"-19" above the floor		X	
<b>Grab Bars</b>			
On back and side wall closest to toilet		X	
1 1/4" diameter		X	
1 1/2" clearance to wall		X	
Located 30" above and parallel to the floor		X	
Acid-etched or roughened surface		X	
42" long		X	
<b>Fixtures</b>			
Toilet paper dispenser is 24" above floor		X	
One mirror set a maximum 38" to bottom (if tilted, 42")		X	
Dispensers (towel, soap, etc) at least one of each a maximum 42" above the floor		X	

**NOTES**

#### LOCATION

#### **Iron Rail (Route 22 entrance) Transition Plan**

##### Physical Obstacles

1. No designated accessible parking spaces.
2. No accessible path to the soccer fields.
3. No hard-packed spectator area.
4. No accessible restroom.
5. The trail does not have an accessible surface. (See Iron Rail at Grapevine Road)

##### Necessary Changes

1. Make 2 accessible spaces, one to be van accessible.
2. Install signs meeting ADA requirements.
3. Install a hard-packed surface path at least 36 inches wide from the parking lot to a side line spectator area.
4. Provide a hard-packed surface spectator area adjacent to the accessible path large enough to accommodate multiple handicapped individuals.
5. Upgrade to at least one accessible portable toilet.
6. Install a hard-packed trail surface that is at least 36 inches wide. (See Iron Rail at Grapevine Road)

Schedule - FY21

Responsible Party – Recreation Department

## LOCATION

Facility Inventory

LOCATION: Buker School Fields

There are two 60-foot baseball diamonds that are programmed for Little League.

ACTIVITY	EQUIPMENT	NOTES
Picnic Facilities <b>N/A</b>	Tables & Benches	Located adjacent to accessible paths
		Access to Open Spaces
		Back and Arm Rests
		Adequate number
	Grills	Height of Cooking Surface
	Trash Cans	Located adjacent to accessible paths
Trails <b>N/A</b>	Picnic Shelters	Located adjacent to accessible paths
		Located near accessible water fountains, trash can, restroom, parking, etc.
		Surface material
		Dimensions
		Rails
Swimming Facilities <b>N/A</b>	Pools	Signage (for visually impaired)
		Entrance
		Location from accessible parking
	Beaches	Safety features i.e. warning for visually impaired
		Location from accessible path into water
		Handrails
Play Areas (tot lots) <b>N/A</b>	All Play Equipment i.e. swings, slides	Location from accessible parking
		Shade provided
	Access Routes	Same experience provided to all:
		Located adjacent to accessible paths
Game Areas: *ballfield *basketball *tennis	Access Routes	Enough space between equipment for wheelchair
		Located adjacent to accessible paths <b>No</b>
	Equipment	Berm cuts onto courts
		Height
		Dimensions
		Spectator Seating <b>No</b>
Boat Docks <b>N/A</b>	Access Routes	Located adjacent to accessible paths
		Handrails
		Handrails
Fishing Facilities <b>N/A</b>	Access Routes	Located adjacent to accessible paths
		Handrails
	Equipment	Arm Rests
		Bait Shelves
		Handrails
Programming <b>N/A</b>	Are special programs at your facilities accessible?	Fish Cleaning Tables
		Learn-to-Swim
		Guided Hikes
		Interpretive Programs
Services and Technical Assistance	Information available in alternative formats i.e. for visually impaired	
		Process to request interpretive services (i.e. sign language interpreter) for meetings

**LOCATION**
**PARKING**

Total Spaces	Required Accessible Spaces		
Up to 25	1 space		
26-50	2 spaces		
51-75	3 spaces		
76-100	4 spaces		
101-150	5 spaces		
151-200	6 spaces		
201-300	7 spaces		
301-400	8 spaces		
401-500	9 spaces		
Specification for Accessible Spaces	Yes	No	Comments/Transition Notes
Accessible space located closest to accessible Entrance		X	The accessible spaces are located on the far side of the parking lot from the fields. However, the parking lot is shared with the Council on Aging (COA) and the accessible spaces are located closest to the entrance of the COA building. Cars park informally on Perkins Street for games. No accessible spaces designated.
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft.	X		
Minimum width of 13 ft includes 8 ft space plus 5 ft access aisle		X	
Van space – minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make all accessible spaces 11 ft wide with 5 ft aisle.		X	Neither space is van accessible.
Sign with international symbol of accessibility at each space or pair of spaces	X		
Sign minimum 5 ft, maximum 8 ft to top of sign	X		
Surface evenly paved or hard-packed (no cracks)		X	
Surface slope less than 1:20, 5%		X	
Curbcut to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present			There is no curbing.
Curbcut is a minimum width of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or painted yellow			There is no curbing.
<b>RAMPS N/A</b>			
Specification	Yes	No	Comments/Transition Notes
Slope Maximum 1:12			
Minimum width 4 ft between handrails			
Handrails on both sides if ramp is longer than 6 ft			
Handrails at 34" and 19" from ramp surface			
Handrails extend 12" beyond top and bottom			
Handgrip oval or round			
Handgrip smooth surface			
Handgrip diameter between 1 1/4" and 2"			
Clearance of 1 1/2" between wall and wall rail			
Non-slip surface			

**LOCATION**

<b>SITE ACCESS, PATH OF TRAVEL, ENTRANCES</b>			
Specification	Yes	No	Comments/Transition Notes
<b>Site Access</b>			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance		X	There is no paved access to the ballfields.
Disembarking area at accessible entrance			
Surface evenly paved or hard-packed			
No ponding of water			
<b>Path of Travel</b>			
Path does not require the use of stairs			There is no paved access to the ballfields.
Path is stable, firm and slip resistant			
3 ft wide minimum			
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50).			
Continuous common surface, no changes in level greater than 1/2 inch			
Any objects protruding onto the pathway must be detected by a person with a visual disability using a cane			
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"			
Curb on the pathway must have curb cuts at drives, parking and drop-offs			
<b>Entrances N/A</b>			
Primary public entrances accessible to person using wheelchair, must be signed, gotten to independently, and not be the service entrance			
Level space extending 5 ft. from the door, interior and exterior of entrance doors			
Minimum 32" clear width opening (i.e. 36" door with standard hinge)			
At least 18" clear floor area on latch, pull side of door			
Door handle no higher than 48" and operable with a closed fist			
Vestibule is 4 ft plus the width of the door swinging into the space			
Entrance(s) on a level that makes elevators accessible			
Door mats less than 1/2" thick are securely fastened			
Door mats more than 1/2" thick are recessed			
Grates in path of travel have openings of 1/2" maximum			
Signs at non-accessible entrance(s) indicate direction to accessible entrance			
Emergency egress – alarms with flashing lights and audible signals, sufficiently lighted			

NOTES

## LOCATION

### **Buker School Transition Plan**

#### Physical Obstacles

1. No designated accessible parking spaces on Perkins Street near the baseball fields.
2. No accessible path to baseball fields from Perkins Street.
3. No hard-packed spectator area for viewing ball games.

#### Necessary Changes

1. Mark one designated van accessible parking space on Perkins Street with required signage.
2. Install a hard-packed surface path to the ballfields from the designated parking space on Perkins Street with a minimum width of 36 inches.
3. Install a hard-packed surface spectator area at both ballfield sidelines large enough to accommodate multiple handicapped individuals.

#### Schedule – FY21

Responsible Party – Hamilton-Wenham Regional School District; Recreation Dept.

## LOCATION

## Facility Inventory

## LOCATION: Pleasant Pond Beach

ACTIVITY	EQUIPMENT	NOTES
Picnic Facilities	Tables & Benches	Located adjacent to accessible paths. <b>There are three picnic tables with attached benches, but they are not designed to be accessible. Path is mulch, not a hard-packed surface.</b>
		Access to Open Spaces <b>No</b>
		Back and Arm Rests <b>No</b>
		Adequate number <b>No</b>
	Grills <b>N/A</b>	Height of Cooking Surface
	Trash Cans <b>N/A</b>	Located adjacent to accessible paths
	Picnic Shelters <b>N/A</b>	Located adjacent to accessible paths
Located near accessible water fountains, trash can, restroom, parking, etc.		
Trails <b>N/A</b>		Surface material
		Dimensions
		Rails
		Signage (for visually impaired)
Swimming Facilities	Pools	Entrance
		Location from accessible parking
		Safety features i.e. warning for visually impaired
	Beaches	Location from accessible path into water. <b>No. The access to the water is from the sandy beach.</b>
		<b>Handrails No</b>
		Location from accessible parking <b>No</b>
Play Areas (tot lots)	All Play Equipment i.e. swings, slides	Shade provided <b>Partial shade, but the location is not accessible.</b>
		Same experience provided to all:
	Access Routes	Located adjacent to accessible paths
Game Areas: *ballfield *basketball *tennis	Access Routes	Enough space between equipment for wheelchair
		Located adjacent to accessible paths
	Equipment	Berm cuts onto courts
		Height
		Dimensions
Boat Docks	Access Routes	Spectator Seating
		Located adjacent to accessible paths. <b>There is a gravel boat-launching ramp adjacent to the beach about 30 yards before the entrance to the parking lot. The ramp has a gradual slope; however, parking is not permitted at this location. This area is also used for fishing, but there are no facilities.</b>
		<b>Handrails</b>
Fishing Facilities	Access Routes	Located adjacent to accessible paths
		<b>Handrails</b>
	Equipment	Arm Rests
		Bait Shelves
		<b>Handrails</b>
Programming <b>N/A</b>	Are special programs at your facilities accessible?	Fish Cleaning Tables
		Learn-to-Swim <b>There are no formal programs offered. There are lifeguards.</b>
		Guided Hikes
Services and Technical Assistance	Information available in alternative formats i.e. for visually impaired	Interpretive Programs
		Process to request interpretive services (i.e. sign language interpreter) for meetings



# LOCATION

**PARKING** There is a hard-packed gravel parking area for approximately 18-20 cars, but no spaces are designated.

Total Spaces		Required Accessible Spaces	
Up to 25		1 space required, but no handicapped-accessible space is designated.	
26-50		2 spaces	
51-75		3 spaces	
76-100		4 spaces	
101-150		5 spaces	
151-200		6 spaces	
201-300		7 spaces	
301-400		8 spaces	
401-500		9 spaces	
Specification for Accessible Spaces	Yes	No	Comments/Transition Notes
Accessible space located closest to accessible Entrance		X	
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft.		X	
Minimum width of 13 ft includes 8 ft space plus 5 ft access aisle		X	
Van space – minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make all accessible spaces 11 ft wide with 5 ft aisle.		X	
Sign with international symbol of accessibility at each space or pair of spaces		X	
Sign minimum 5 ft, maximum 8 ft to top of sign		X	
Surface evenly paved or hard-packed (no cracks)	X		
Surface slope less than 1:20, 5%	X		
Curbside to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present			There is no curbing.
Curbside is a minimum width of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or painted yellow			There is no curbing.
<b>RAMPS N/A</b>			
Specification	Yes	No	Comments/Transition Notes
Slope Maximum 1:12			
Minimum width 4 ft between handrails			
Handrails on both sides if ramp is longer than 6 ft			
Handrails at 34" and 19" from ramp surface			
Handrails extend 12" beyond top and bottom			
Handgrip oval or round			
Handgrip smooth surface			
Handgrip diameter between 1 1/4" and 2"			
Clearance of 1 1/2" between wall and wall rail			
Non-slip surface			
Level platforms (4ft x 4 ft) at every 30 ft, at top, at bottom, at change of direction			

**LOCATION**
**SITE ACCESS, PATH OF TRAVEL, ENTRANCES**

Specification	Yes	No	Comments/Transition Notes
<b>Site Access</b>			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance		X	The path is approximately 6 feet in width and 25 feet in length to the beach. The width is sufficient, but the surface material is mulch and the beach is sand up to the water's edge.
Disembarking area at accessible entrance			
Surface evenly paved or hard-packed		X	The surface material is mulch.
No ponding of water	X		
<b>Path of Travel</b>			
Path does not require the use of stairs	X		
Path is stable, firm and slip resistant		X	Surface of path is mulch.
3 ft wide minimum			
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50).	X		
Continuous common surface, no changes in level greater than 1/2 inch	X		
Any objects protruding onto the pathway must be detected by a person with a visual disability using a cane			N/A. There are no objects protruding into the walkway.
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"			N/A
Curb on the pathway must have curb cuts at drives, parking and drop-offs			There is no curbing.
<b>Entrances N/A</b>			
Primary public entrances accessible to person using wheelchair, must be signed, gotten to independently, and not be the service entrance			
Level space extending 5 ft. from the door, interior and exterior of entrance doors			
Minimum 32" clear width opening (i.e. 36" door with standard hinge)			
At least 18" clear floor area on latch, pull side of door			
Door handle no higher than 48" and operable with a closed fist			
Vestibule is 4 ft plus the width of the door swinging into the space			
Entrance(s) on a level that makes elevators accessible			
Door mats less than 1/2" thick are securely fastened			
Door mats more than 1/2" thick are recessed			
Grates in path of travel have openings of 1/2" maximum			
Signs at non-accessible entrance(s) indicate direction to accessible entrance			
Emergency egress – alarms with flashing lights and audible signals, sufficiently lighted			

NOTES

**LOCATION**

<b>RESTROOMS – also see Doors and Vestibules There is one portable toilet adjacent to the parking area, but it is not accessible.</b>			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
5 ft turning space measured 12" from the floor		X	
<b>At least one Sink:</b>			
Clear floor space of 30" by 48" to allow a forward approach		X	
Mounted without pedestal or legs, height 34" to top of rim		X	
Extends at least 22" from the wall		X	
Open knee space a minimum 19" deep, 30" width, and 27" high		X	
Cover exposed pipes with insulation		X	
Faucets operable with closed fist (lever or spring activated handle)		X	
<b>At least one Stall:</b>			
Accessible to person using wheelchair at 60" wide by 72" deep		X	
Stall door is 36" wide		X	
Stall door swings out		X	
Stall door is self closing		X	
Stall door has a pull latch		X	
Lock on stall door is operable with a closed fist, and 32" above the floor		X	
Coat hook is 54" high		X	
<b>Toilet</b>			
18" from center to nearest side wall		x	
42" minimum clear space from center to farthest wall or fixture		x	
Top of seat 17"-19" above the floor		x	
<b>Grab Bars</b>			
On back and side wall closest to toilet		x	
1 1/4" diameter		x	
1 1/2" clearance to wall		x	
Located 30" above and parallel to the floor		x	
Acid-etched or roughened surface		x	
42" long		x	
<b>Fixtures</b>			
Toilet paper dispenser is 24" above floor		x	
One mirror set a maximum 38" to bottom (if tilted, 42")		x	
Dispensers (towel, soap, etc) at least one of each a maximum 42" above the floor		x	

**NOTES**

## LOCATION

### **Pleasant Pond Transition Plan**

#### Physical obstacles

1. No designated accessible parking space.
2. Path to beach is mulch.
3. Water is only accessible from sandy beach.
4. No accessibility to pond for fishing.
5. No accessible restroom.

#### Necessary Changes

1. Provide one van accessible parking space as close as possible to beach path.
2. Install an ADA-compliant sign to designate the accessible space.
3. Provide an accessible path of travel from the parking lot to the beach by replacing the mulch with a hard-packed surface.
4. Provide access to the water by providing a path at least 36 inches wide with a hard-packed surface instead of sand.
5. Provide an accessible portable toilet.
6. Install a dock next to launch ramp for wheelchair access to the pond for fishing. Dock design must meet ADA requirements.

#### Schedule – FY21

#### Responsible Party – Recreation Department

## LOCATION

## Facility Inventory

LOCATION: Wenham Rail Trail, Route 97

ACTIVITY	EQUIPMENT	NOTES
Picnic Facilities <b>N/A</b>	Tables & Benches	Located adjacent to accessible paths
		Access to Open Spaces
		Back and Arm Rests
		Adequate number
	Grills	Height of Cooking Surface
	Trash Cans	Located adjacent to accessible paths
Trails	Picnic Shelters	Located adjacent to accessible paths
		Located near accessible water fountains, trash can, restroom, parking, etc.
		Surface material <b>Crushed stone and hard-packed gravel</b>
		Dimensions <b>Approximately 8 feet wide</b>
Swimming Facilities <b>N/A</b>	Pools	Rails <b>None needed. Minimal slope.</b>
		Signage (for visually impaired) <b>None</b>
		Entrance
	Beaches	Location from accessible parking
		Safety features i.e. warning for visually impaired
		Location from accessible path into water
Play Areas (tot lots) <b>N/A</b>	All Play Equipment i.e. swings, slides	Handrails
		Location from accessible parking
	Access Routes	Shade provided
		Same experience provided to all:
Game Areas: *ballfield *basketball *tennis <b>N/A</b>	Access Routes	Located adjacent to accessible paths
		Enough space between equipment for wheelchair
	Equipment	Berm cuts onto courts
		Height
		Dimensions
		Spectator Seating
Boat Docks <b>N/A</b>	Access Routes	Located adjacent to accessible paths
		Handrails
Fishing Facilities <b>N/A</b>	Access Routes	Located adjacent to accessible paths
		Handrails
	Equipment	Arm Rests
		Bait Shelves
		Handrails
		Fish Cleaning Tables
Programming <b>None</b>	Are special programs at your facilities accessible?	Learn-to-Swim
		Guided Hikes
		Interpretive Programs
Services and Technical Assistance	Information available in alternative formats i.e. for visually impaired	Process to request interpretive services (i.e. sign language interpreter) for meetings

**LOCATION**

**PARKING** There is a small, unpaved parking lot with space for approximately 6 cars on the Danvers side of the trail.. No spaces are marked and there are no accessible spaces.

Total Spaces		Required Accessible Spaces	
Up to 25		1 space <b>Required, but not provided</b>	
26-50		<b>2 spaces</b>	
51-75		3 spaces	
76-100		4 spaces	
101-150		5 spaces	
151-200		6 spaces	
201-300		7 spaces	
301-400		8 spaces	
401-500		9 spaces	
Specification for Accessible Spaces	Yes	No	Comments/Transition Notes
Accessible space located closest to accessible Entrance		X	
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft.		X	
Minimum width of 13 ft includes 8 ft space plus 5 ft access aisle		X	
Van space – minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make all accessible spaces 11 ft wide with 5 ft aisle.		X	
Sign with international symbol of accessibility at each space or pair of spaces		X	
Sign minimum 5 ft, maximum 8 ft to top of sign		X	
Surface evenly paved or hard-packed (no cracks)	X		
Surface slope less than 1:20, 5%	X		
Curbcut to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present			There is no curbing.
Curbcut is a minimum width of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or painted yellow			There is no curbing.
<b>RAMPS N/A</b>			
Specification	Yes	No	Comments/Transition Notes
Slope Maximum 1:12			
Minimum width 4 ft between handrails			
Handrails on both sides if ramp is longer than 6 ft			
Handrails at 34" and 19" from ramp surface			
Handrails extend 12" beyond top and bottom			
Handgrip oval or round			
Handgrip smooth surface			
Handgrip diameter between 1 1/4" and 2"			
Clearance of 1 1/2" between wall and wall rail			
Non-slip surface			
Level platforms (4ft x 4 ft) at every 30 ft, at top, at bottom, at change of direction			

**LOCATION**

<b>SITE ACCESS, PATH OF TRAVEL, ENTRANCES</b>			
<i>Specification</i>	<i>Yes</i>	<i>No</i>	<i>Comments/Transition Notes</i>
<b>Site Access</b>			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance	X		
Disembarking area at accessible entrance	X		
Surface evenly paved or hard-packed	X		
No ponding of water	X		
<b>Path of Travel</b>			
Path does not require the use of stairs	X		
Path is stable, firm and slip resistant	X		
3 ft wide minimum	X		
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50).	X		
Continuous common surface, no changes in level greater than 1/2 inch	X		
Any objects protruding onto the pathway must be detected by a person with a visual disability using a cane			N/A
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"			N/A
Curb on the pathway must have curb cuts at drives, parking and drop-offs			
<b>Entrances N/A</b>			
Primary public entrances accessible to person using wheelchair, must be signed, gotten to independently, and not be the service entrance			
Level space extending 5 ft. from the door, interior and exterior of entrance doors			
Minimum 32" clear width opening (i.e. 36" door with standard hinge)			
At least 18" clear floor area on latch, pull side of door			
Door handle no higher than 48" and operable with a closed fist			
Vestibule is 4 ft plus the width of the door swinging into the space			
Entrance(s) on a level that makes elevators accessible			
Door mats less than 1/2" thick are securely fastened			
Door mats more than 1/2" thick are recessed			
Grates in path of travel have openings of 1/2" maximum			
Signs at non-accessible entrance(s) indicate direction to accessible entrance			
Emergency egress – alarms with flashing lights and audible signals, sufficiently lighted			

NOTES:

## LOCATION

### **Wenham Rail Trail Transition Plan**

#### Physical Obstacles

1. No designated accessible parking space.
2. Parking lot is gravel and dirt.

#### Necessary Changes

1. Install a hard-packed surface for one van accessible parking space.
2. Install ADA-compliant sign to designate the accessible space.

#### Schedule – FY20

Responsible Party – OSRC working with Board of Selectmen.



LOCATION

Facility Inventory

LOCATION: DPW Field – Contains one multi-purpose rectangular field with a backstop in one corner. Size does not allow for full-sized, small ball sports. Not used significantly.

ACTIVITY	EQUIPMENT	NOTES
Picnic Facilities <b>N/A</b>	Tables & Benches	Located adjacent to accessible paths
		Access to Open Spaces
		Back and Arm Rests
		Adequate number
	Grills	Height of Cooking Surface
	Trash Cans	Located adjacent to accessible paths
		Located adjacent to accessible paths
		Located near accessible water fountains, trash can, restroom, parking, etc.
Trails <b>N/A</b>		Surface material
		Dimensions
		Rails
		Signage (for visually impaired)
Swimming Facilities <b>N/A</b>	Pools	Entrance
		Location from accessible parking
		Safety features i.e. warning for visually impaired
	Beaches	Location from accessible path into water
		Handrails
		Location from accessible parking
		Shade provided
Play Areas (tot lots) <b>N/A</b>	All Play Equipment i.e. swings, slides	Same experience provided to all:
	Access Routes	Located adjacent to accessible paths
		Enough space between equipment for wheelchair
<b>Game Areas:</b> *ballfield *basketball *tennis	Access Routes	Located adjacent to accessible paths. <b>There is no accessible path.</b>
		Berm cuts onto courts <b>N/A</b>
	Equipment	Height
		Dimensions
		Spectator Seating <b>No spectator seating is provided.</b>
Boat Docks <b>N/A</b>	Access Routes	Located adjacent to accessible paths
		Handrails
Fishing Facilities <b>N/A</b>	Access Routes	Located adjacent to accessible paths
		Handrails
	Equipment	Arm Rests
		Bait Shelves
		Handrails
Programming <b>N/A</b>	Are special programs at your facilities accessible?	Fish Cleaning Tables
		Learn-to-Swim
		Guided Hikes
		Interpretive Programs
Services and Technical Assistance	Information available in alternative formats i.e. for visually impaired	
	Process to request interpretive services (i.e. sign language interpreter) for meetings	

**LOCATION**

**PARKING** Closest parking area is by building used for gymnasium, which is more than 200 feet away .  
**No accessible parking spaces provided.**

Total Spaces	Required Accessible Spaces		
Up to 25	1 space		
26-50	2 spaces		
51-75	3 spaces		
76-100	4 spaces		
101-150	5 spaces		
151-200	6 spaces		
201-300	7 spaces		
301-400	8 spaces		
401-500	9 spaces		

Specification for Accessible Spaces	Yes	No	Comments/Transition Notes
Accessible space located closest to accessible Entrance		X	
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft.		X	There is an area that could be used as a drop off area well within 100 feet, but an accessible path would need to be constructed.
Minimum width of 13 ft includes 8 ft space plus 5 ft access aisle		X	
Van space – minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make all accessible spaces 11 ft wide with 5 ft aisle.		X	
Sign with international symbol of accessibility at each space or pair of spaces		X	
Sign minimum 5 ft, maximum 8 ft to top of sign		X	
Surface evenly paved or hard-packed (no cracks)		X	
Surface slope less than 1:20, 5%		X	
Curbscut to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present			N/A
Curbscut is a minimum width of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or painted yellow			N/A

**RAMPS N/A**

Specification	Yes	No	Comments/Transition Notes
Slope Maximum 1:12			
Minimum width 4 ft between handrails			
Handrails on both sides if ramp is longer than 6 ft			
Handrails at 34" and 19" from ramp surface			
Handrails extend 12" beyond top and bottom			
Handgrip oval or round			
Handgrip smooth surface			
Handgrip diameter between 1 1/4" and 2"			
Clearance of 1 1/2" between wall and wall rail			
Non-slip surface			
Level platforms (4ft x 4 ft) at every 30 ft, at top, at bottom, at change of direction			

#### LOCATION

##### **DPW Field Transition Plan**

Due to the fact that the site is not significantly used and there is no plan at this time to make improvements, there is no transition plan proposed. Further, there are better facilities located elsewhere in town that are recommended for accessibility improvements.

LOCATION

Facility Inventory  
Park)

LOCATION: West Wenham Field – Topsfield Road (AKA Higginson

The site contains one tennis court, a half-size paved basketball court, and an open field, which is slightly hilly and not suitable for organized sports. It had been used as a practice soccer field at one time. The basketball court and tennis court are in poor condition.

ACTIVITY	EQUIPMENT	NOTES
Picnic Facilities <b>N/A</b>	Tables & Benches	Located adjacent to accessible paths
		Access to Open Spaces
		Back and Arm Rests
		Adequate number
	Grills	Height of Cooking Surface
	Trash Cans	Located adjacent to accessible paths
		Located adjacent to accessible paths
		Located adjacent to accessible paths
Trails <b>N/A</b>		Located near accessible water fountains, trash can, restroom, parking, etc.
		Surface material
		Dimensions
		Rails
Swimming Facilities <b>N/A</b>	Pools	Signage (for visually impaired)
		Entrance
		Location from accessible parking
	Beaches	Safety features i.e. warning for visually impaired
		Location from accessible path into water
		Handrails
		Location from accessible parking
Play Areas (tot lots)	All Play Equipment i.e. swings, slides	Shade provided
		Same experience provided to all:
	Access Routes	Located adjacent to accessible paths
		Enough space between equipment for wheelchair
Game Areas: *ballfield *basketball *tennis	Access Routes	Located adjacent to accessible paths <b>No. The site is only reached by foot over a 90-foot long dirt and gravel road with a 10% uphill grade.</b>
		Berm cuts onto courts
		Height
	Equipment	Dimensions
		Spectator Seating
Boat Docks <b>N/A</b>	Access Routes	Located adjacent to accessible paths
		Handrails
Fishing Facilities <b>N/A</b>	Access Routes	Located adjacent to accessible paths
		Handrails
	Equipment	Arm Rests
		Bait Shelves
		Handrails
Programming <b>N/A</b>	Are special programs at your facilities accessible?	Fish Cleaning Tables
		Learn-to-Swim
		Guided Hikes
		Interpretive Programs
Services and Technical Assistance	Information available in alternative formats i.e. for visually impaired	
		Process to request interpretive services (i.e. sign language interpreter) for meetings

# LOCATION

**PARKING** Parking is not provided. A sloped area could accommodate 2-3 cars. Spaces not delineated and no accessible spaces provided.

Total Spaces		Required Accessible Spaces	
Up to 25		1 space	
26-50		2 spaces	
51-75		3 spaces	
76-100		4 spaces	
101-150		5 spaces	
151-200		6 spaces	
201-300		7 spaces	
301-400		8 spaces	
401-500		9 spaces	
Specification for Accessible Spaces	Yes	No	Comments/Transition Notes
Accessible space located closest to accessible Entrance		x	
Where spaces cannot be located within 200 ft of accessible entrance, drop-off area is provided within 100 ft.		x	
Minimum width of 13 ft includes 8 ft space plus 5 ft access aisle		x	
Van space – minimum of 1 van space for every accessible space, 8 ft wide plus 8 ft aisle. Alternative is to make all accessible spaces 11 ft wide with 5 ft aisle.		x	
Sign with international symbol of accessibility at each space or pair of spaces		x	
Sign minimum 5 ft, maximum 8 ft to top of sign		x	
Surface evenly paved or hard-packed (no cracks)		x	
Surface slope less than 1:20, 5%		x	
Curbside to pathway from parking lot at each space or pair of spaces, if sidewalk (curb) is present		x	
Curbside is a minimum width of 3 ft, excluding sloped sides, has sloped sides, all slopes not to exceed 1:12, and textured or painted yellow		x	
<b>RAMPS N/A</b>			
Specification	Yes	No	Comments/Transition Notes
Slope Maximum 1:12			
Minimum width 4 ft between handrails			
Handrails on both sides if ramp is longer than 6 ft			
Handrails at 34" and 19" from ramp surface			
Handrails extend 12" beyond top and bottom			
Handgrip oval or round			
Handgrip smooth surface			
Handgrip diameter between 1 1/4" and 2"			
Clearance of 1 1/2" between wall and wall rail			
Non-slip surface			
Level platforms (4ft x 4 ft) at every 30 ft, at top, at bottom, at change of direction			

LOCATION

SITE ACCESS, PATH OF TRAVEL, ENTRANCES			
Specification	Yes	No	Comments/Transition Notes
<b>Site Access</b>			
Accessible path of travel from passenger disembarking area and parking area to accessible entrance		X	<b>No. The site is only reached by foot over a 90-foot long dirt and gravel road with a 10% uphill grade.</b>
Disembarking area at accessible entrance		X	
Surface evenly paved or hard-packed		X	
No ponding of water			
<b>Path of Travel There is no accessible path of travel due to topography.</b>			
Path does not require the use of stairs			
Path is stable, firm and slip resistant		X	
3 ft wide minimum			
Slope maximum 1:20 (5%) and maximum cross pitch is 2% (1:50).		X	
Continuous common surface, no changes in level greater than 1/2 inch			
Any objects protruding onto the pathway must be detected by a person with a visual disability using a cane			
Objects protruding more than 4" from the wall must be within 27" of the ground, or higher than 80"			
Curb on the pathway must have curb cuts at drives, parking and drop-offs			
<b>Entrances N/A</b>			
Primary public entrances accessible to person using wheelchair, must be signed, gotten to independently, and not be the service entrance			
Level space extending 5 ft. from the door, interior and exterior of entrance doors			
Minimum 32" clear width opening (i.e. 36" door with standard hinge)			
At least 18" clear floor area on latch, pull side of door			
Door handle no higher than 48" and operable with a closed fist			
Vestibule is 4 ft plus the width of the door swinging into the space			
Entrance(s) on a level that makes elevators accessible			
Door mats less than 1/2" thick are securely fastened			
Door mats more than 1/2" thick are recessed			
Grates in path of travel have openings of 1/2" maximum			
Signs at non-accessible entrance(s) indicate direction to accessible entrance			
Emergency egress – alarms with flashing lights and audible signals, sufficiently lighted			

NOTES

## **LOCATION**

### **West Wenham Field Transition Plan**

There is no transition plan proposed for the following reasons:

- a) Accessibility to the field area is cost-prohibitive due to the steep slope.
- b) The field itself is constrained dimensionally.
- c) Due to the site configuration, there is no parking provided.
- d) There are no improvements planned for this site.
- e) There are better facilities located elsewhere in town that are recommended for accessibility improvements.

**LOCATION**

Part 111 – Employment Practices (TO BE ADDED)





Are there surface water protection areas (Zone A, B, or C) on the property?	4	--	--	--	--	--
Will purchasing this property eliminate an existing environmental hazard?	4	--	--	--	--	--
How is the property regarded, through direct testing or from testing on adjacent properties, as a potential water source?	4	--	--	--	--	--
Is the property important to groundwater recharge and maintaining an adequate groundwater supply?	4	--	--	--	--	--
How permeable are the soils for rapid groundwater recharge rates?	4	--	--	--	--	--
<b>SUBTOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>II. NATURAL RESOURCES</b>	<b><u>Weight</u></b>					
Are there important water bodies, wetlands, vernal pools or perennial streams on the property?	2	--	--	--	--	--
Is the property within a riparian zone, bordering a river or other body of surface water?	2	--	--	--	--	--
Would purchasing this property provide opportunities for public accessibility to a surface water body?	2	--	--	--	--	--
How important is this property as a wildlife habitat, wildlife corridor or to the prevention of fragmentation of wildlife habitats?	2	--	--	--	--	--
Are there endangered, threatened or sensitive flora or fauna located within the parcel?	2	--	--	--	--	--
How is the diversity of vegetation?	2	--	--	--	--	--
How important are the geological features?	2	--	--	--	--	--
How is this site rated in terms of other unique features?	2	--	--	--	--	--
<b>SUBTOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



<b>III. AGRICULTURE/FORESTRY</b>		<b>Weight</b>					
Is the site currently in agricultural production?	1	--	--	--	--	--	--
How are the soils for agricultural uses?	1	--	--	--	--	--	--
Is there concern for soil erosion, soil salinity, soil acidity, nutrient degradation or other forms of soil degradation?	1	--	--	--	--	--	--
Would loss of this land adversely affect other farmers or symbiotic businesses in the area?	1	--	--	--	--	--	--
<b>SUBTOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>IV. ACTIVE RECREATION</b>		<b>Weight</b>					
How important is this property in terms of increasing the availability of ACTIVE recreation needs?	0	--	--	--	--	--	--
How is this site rated for capacity for ACTIVE recreational uses?	0	--	--	--	--	--	--
Is there potential for multiple facilities on this property?	0	--	--	--	--	--	--
To what extent does this part of town already have ACTIVE recreational areas that might be linked to new facilities on this property?	0	--	--	--	--	--	--
Will this parcel add to the diversity and range of recreational facilities throughout town?	0	--	--	--	--	--	--
Will the parcel expand the range of recreational opportunities available to city residents of ALL ages?	0	--	--	--	--	--	--
Is there a lack of children's play areas in this part of town?	0	--	--	--	--	--	--
Is the site suitable for musical, theatrical &/or cultural events?	0	--	--	--	--	--	--
<b>SUBTOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>V. HISTORIC PRESERVATION</b>		<b>Weight</b>					
Is the property listed as a national or state historic site?	1	--	--	--	--	--	--



How important are landmarks on this site from a historic perspective?	1	--	--	--	--	--
Is the site important historically or culturally to the town's/area's heritage?	1	--	--	--	--	--
<b>SUBTOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>VI. SCENIC VIEWS</b>	<b><u>Weight</u></b>					
Is the parcel visible from parts of the surrounding area?	2	--	--	--	--	--
Does the parcel border a scenic road?	2	--	--	--	--	--
Is the parcel visually attractive from the perimeter of or outside the parcel?	2	--	--	--	--	--
How would you rate the scenic views of the parcel from outside the property?	2	--	--	--	--	--
How would you rate the scenic view from within the site?	2	--	--	--	--	--
Does the parcel have a clearly definable townscape value, including preserving the Town's historic & rural character?	2	--	--	--	--	--
Does the parcel provide relief from the built environment?	2	--	--	--	--	--
<b>SUBTOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>VII. LINKS/CONNECTIVITY/TRAILS</b>	<b><u>Weight</u></b>					
How important is this property as a connection to other protected lands?	3	--	--	--	--	--
How important is this property as a connection to existing trails?	3	--	--	--	--	--
Does the acquisition of THIS parcel require the acquisition of other parcels to create contiguous open space?	3	--	--	--	--	--
Does the acquisition of THIS parcel require the acquisition of other parcels for the public to access it?	3	--	--	--	--	--





Does the property link to already PROTECTED areas (including playground, school, conservation land)?	3	--	--	--	--	--
Does the property link to significant UNPROTECTED open spaces?	3	--	--	--	--	--
Is the property near other PROTECTED areas (if not contiguous)?	3	--	--	--	--	--
Does the property provide public access to PROTECTED areas?	3	--	--	--	--	--
<b>SUBTOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>VIII. ACCESSIBILITY</u></b>	<b><u>Weight</u></b>					
Is the property on a main road?	<b>1</b>	--	--	--	--	--
Does it have safe ingress and egress?	1	--	--	--	--	--
Is it safely accessible by foot?	1	--	--	--	--	--
Is it safely accessible by bicycle?	1	--	--	--	--	--
Is it accessible by car?	1	--	--	--	--	--
Is it accessible by public transit?	1	--	--	--	--	--
Is it ADA accessible?	1	--	--	--	--	--
<b>SUBTOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>IX. CONSTRUCTABILITY</u></b>	<b><u>Weight</u></b>					
What is the potential for development free from environmental constraints, such as wetlands?	<b>0</b>	--	--	--	--	--
Is there potential for flooding?	0	--	--	--	--	--
Do parking areas need to be constructed, especially if parcel is not accessible by foot, bicycle or public transit?	0	--	--	--	--	--



Is there potential for low impact enhancement or amenities and would this contribute to the regeneration of this part of town?	0	--	--	--	--	--
How suitable is the topography of the property for ACTIVE recreation?	0	--	--	--	--	--
<b>SUBTOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>X. ZONING, LEGAL &amp; FINANCIAL CRITERIA</u></b>	<b><u>Weight</u></b>					
Is owner a willing seller with realistic value expectations?	1	--	--	--	--	--
Is the timeline for acquisition acceptable?	1	--	--	--	--	--
Is acquisition or funding a time-sensitive opportunity that may not exist in the future?	1	--	--	--	--	--
Is the property free of easements, rights-of-way, restrictions or other encumbrances over it?	1	--	--	--	--	--
Is the property subject of active litigation?	1	--	--	--	--	--
Is the property facing development pressure or subject of a pending development application?	1	--	--	--	--	--
Are there opportunities to leverage public or private funds for acquisition or recreational purposes?	1	--	--	--	--	--
Does the location of parcel raise security concerns such as loitering, vandalism or graffiti?	1	--	--	--	--	--
<b>SUBTOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>XI. MUNICIPAL CRITERIA</u></b>	<b><u>Weight</u></b>					
How does this property rate for suitability for municipal uses (i.e. school, Town offices, public facilities, affordable housing, transportation)?	0	--	--	--	--	--
How important is this property in terms of increasing the availability of identified municipal needs?	0	--	--	--	--	--



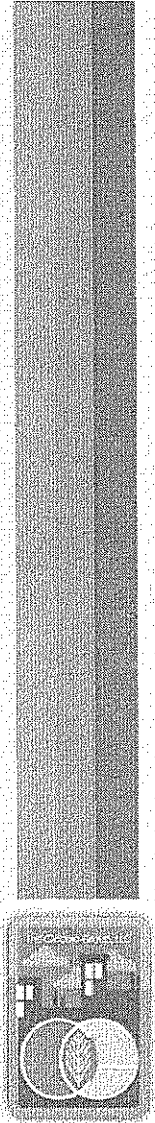
Can the soils on the property accommodate a septic system to serve a specific municipal use?	0	--	--	--	--	--
How suitable is the topography of the property for the specific municipal use?	0	--	--	--	--	--
Is the size of the property adequate for the specified municipal use?	0	--	--	--	--	--
Is the property located in proximity to other municipal buildings or services?	0	--	--	--	--	--
Will purchase of the property for municipal uses be minimally objectionable to nearby residences or other sensitive neighbors?	0	--	--	--	--	--
How important is purchasing this property to improving or minimizing traffic problems?	0	--	--	--	--	--
How suitable is this site for use as a disposal area for effluent from a wastewater treatment facility?	0	--	--	--	--	--
How does this property rate for potential to generate revenue for the Town if purchased by the Town?	0	--	--	--	--	--
How accessible is this property to municipal services or housing developments serving under-served populations?	0	--	--	--	--	--
<b>SUBTOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



# Wenham Open Space and Recreation Plan

Help Plan Wenham's Future

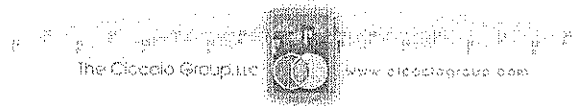
*Public Forum May 22, 2018*





## The Ciccolo Group

Michelle Ciccolo, President  
Lynn Duncan, AICP, Associate  
Consultant/Project Leader  
Kerin Shea – Public outreach  
and design



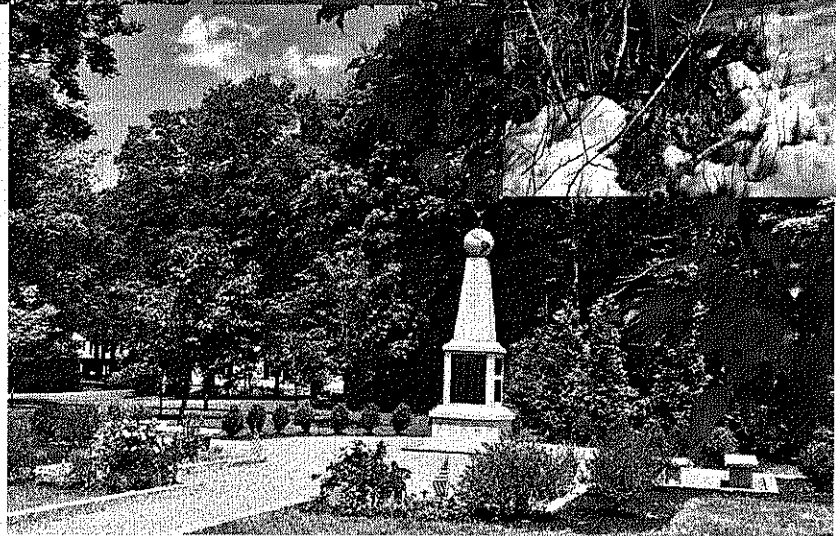
## Wenham Open Space and Recreation Committee



Chris Gajeski, Chair  
Asma Syed, Vice Chair  
Ernest Ashley  
Thomas Starr  
Ann Weeks  
William Wilson  
Norman Tarr – Liaison, Economic  
Development Committee  
Len Dolan – Liaison, Recreation Commission

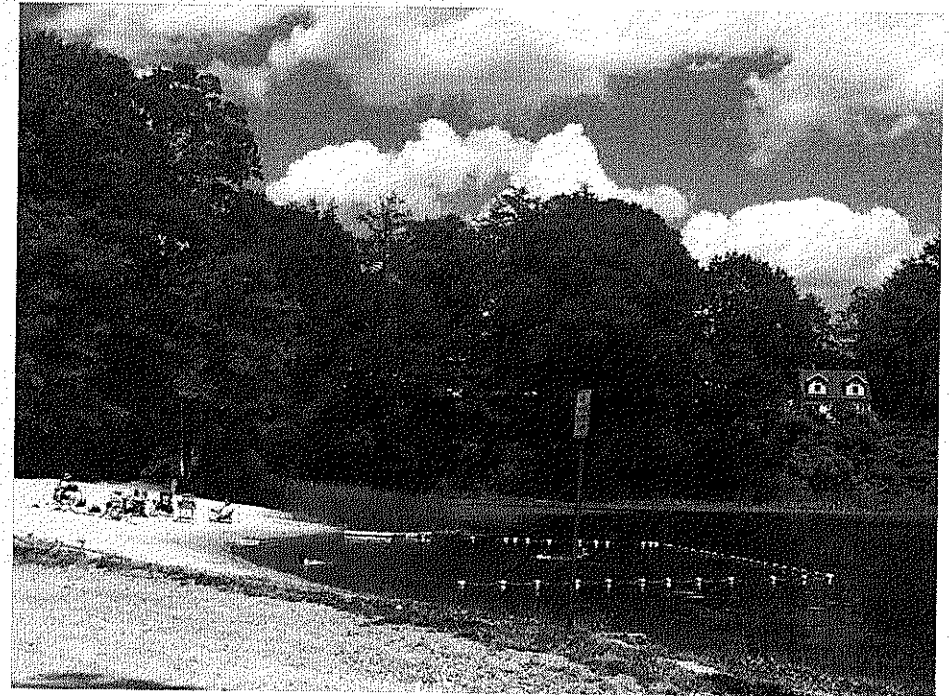
# Agenda

- ☐ Introductions
- ☐ Overview of process
- ☐ Community Survey results
- ☐ Goals and objectives
- ☐ Q and A
- ☐ Action Plan
- ☐ Open Space Evaluation Matrix
- ☐ Next steps



## Process

- Kickoff meeting– September
- Letter to the Editor in the Salem News and Chronicle - October
- First Public Forum – November 2, 2017
- Community Survey
- Research
- Meetings with OSRC
- Second Public Forum – May 22, 2018
- Online Content
- Final Draft Plan submitted to State - August



## Plan Overview



## Components

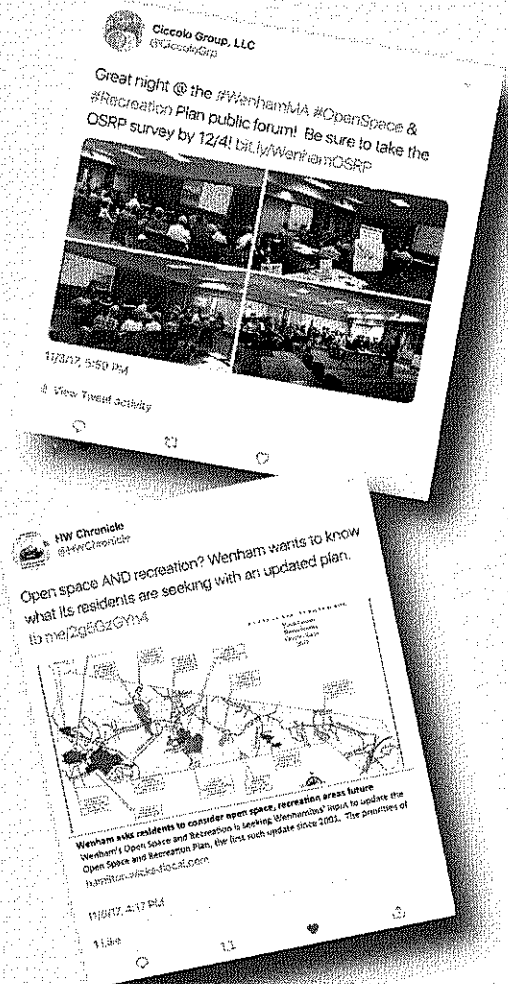
1. Plan Summary
2. Introduction
3. Community Setting
4. Environmental Inventory & Analysis
5. Inventory of Lands
6. Community Vision
7. Analysis of Needs
8. Goals & Objectives
9. Seven Year Action Plan
10. Public Comments
11. Appendix – ADA Access Self evaluation

# Community Survey



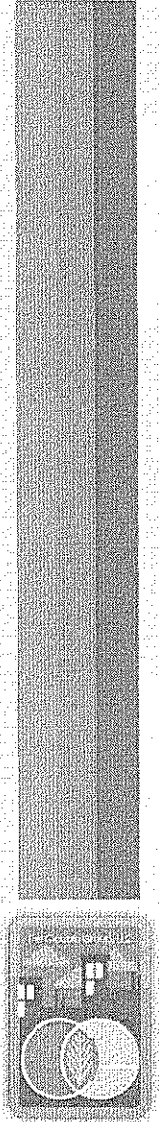
[www.surveymonkey.com/r/WenhamOSRP](http://www.surveymonkey.com/r/WenhamOSRP)

- Utilized Survey Monkey
  - Online survey tool
  - Paper copies also available at Town Hall, Library & COA
- Advertised/distributed through multiple avenues
  - Town website
  - Social media
  - Boards/Committees & Departments
  - Community organizations
- Open Nov. 2 – Dec 4, 2017



# Community Survey Response

- **473 total responses**
- **382 filtered responses** *(total responses less non-residents)*
  - **7% of total population**
  - **26% of households**
  - **14% of registered voters**



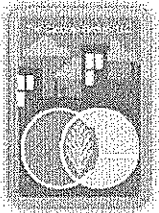
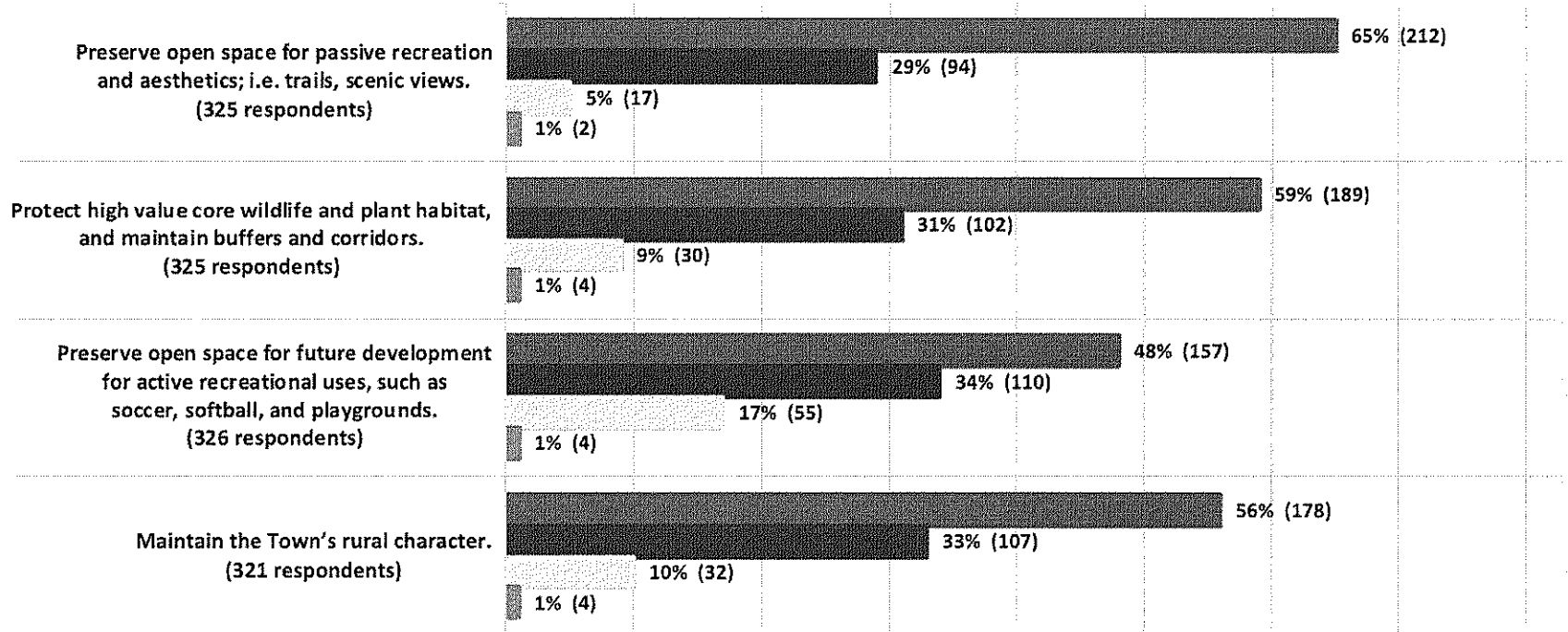
## Q4 What should Wenham's open space priorities be for the next 7 years?

■ High Priority

■ Medium Priority

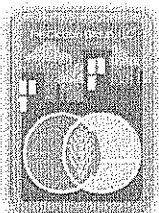
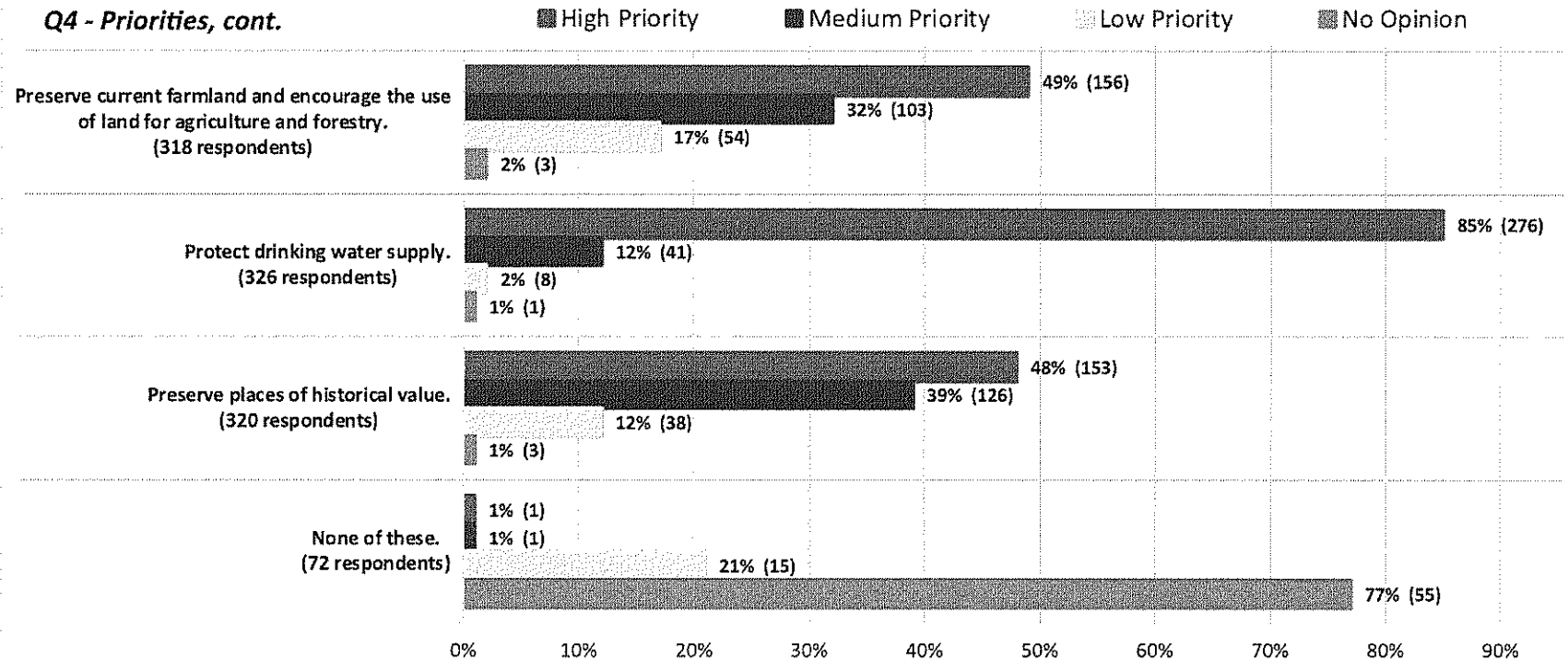
■ Low Priority

■ No Opinion





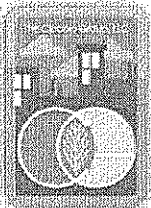
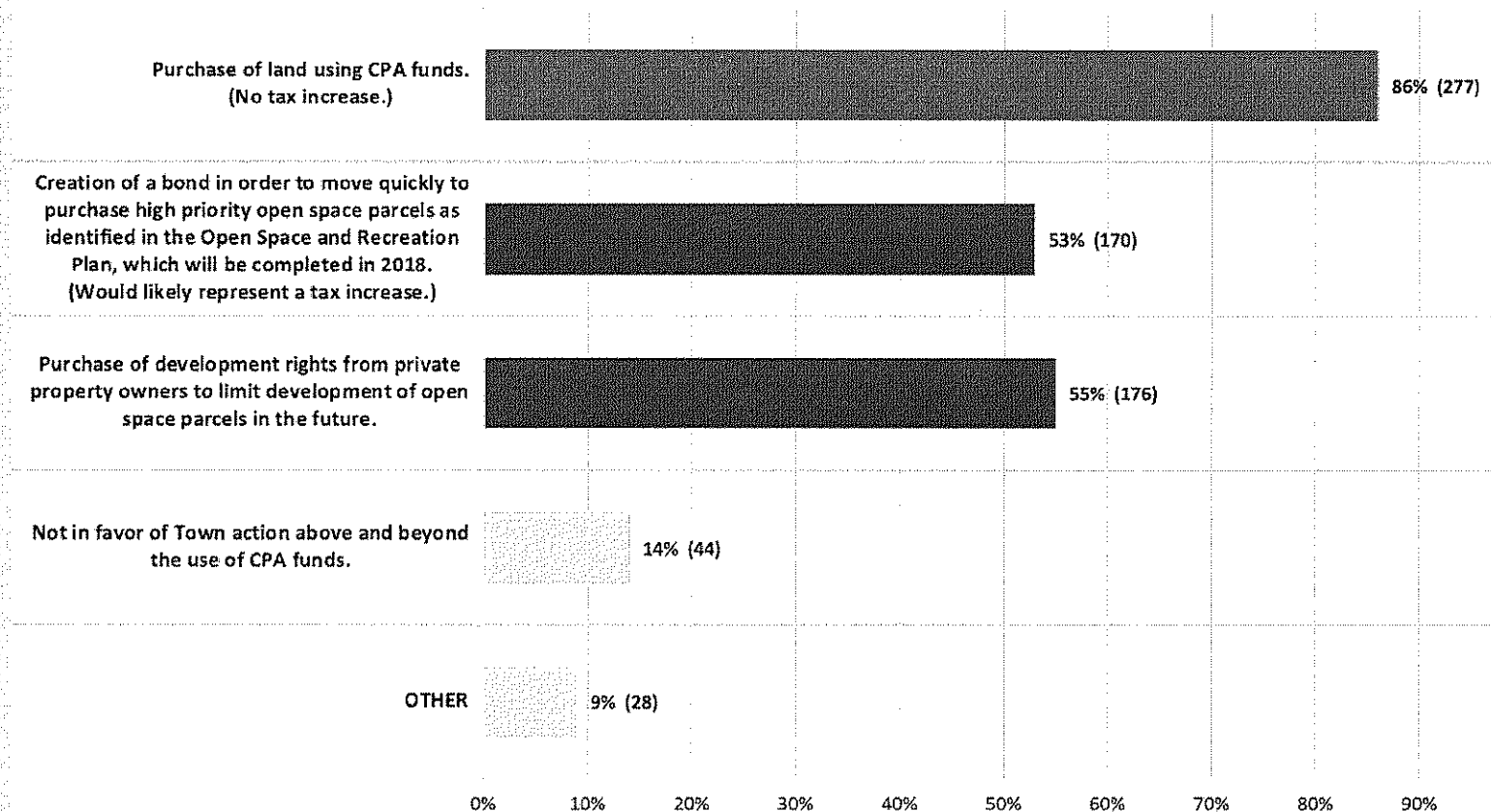
#### Q4 - Priorities, cont.





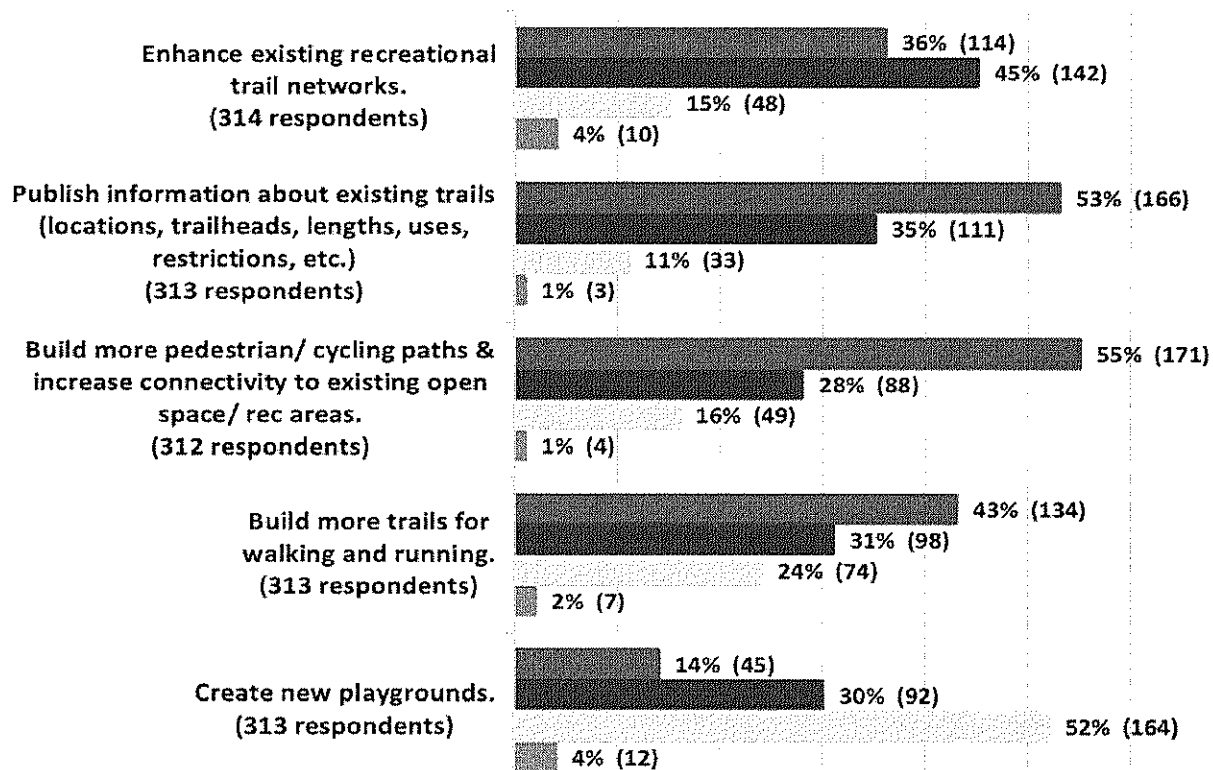
**Q5 What Town actions would you support to achieve some or all of the open space goals identified above? (Choose all that apply.)**

Respondents: 322

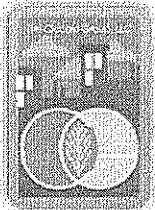
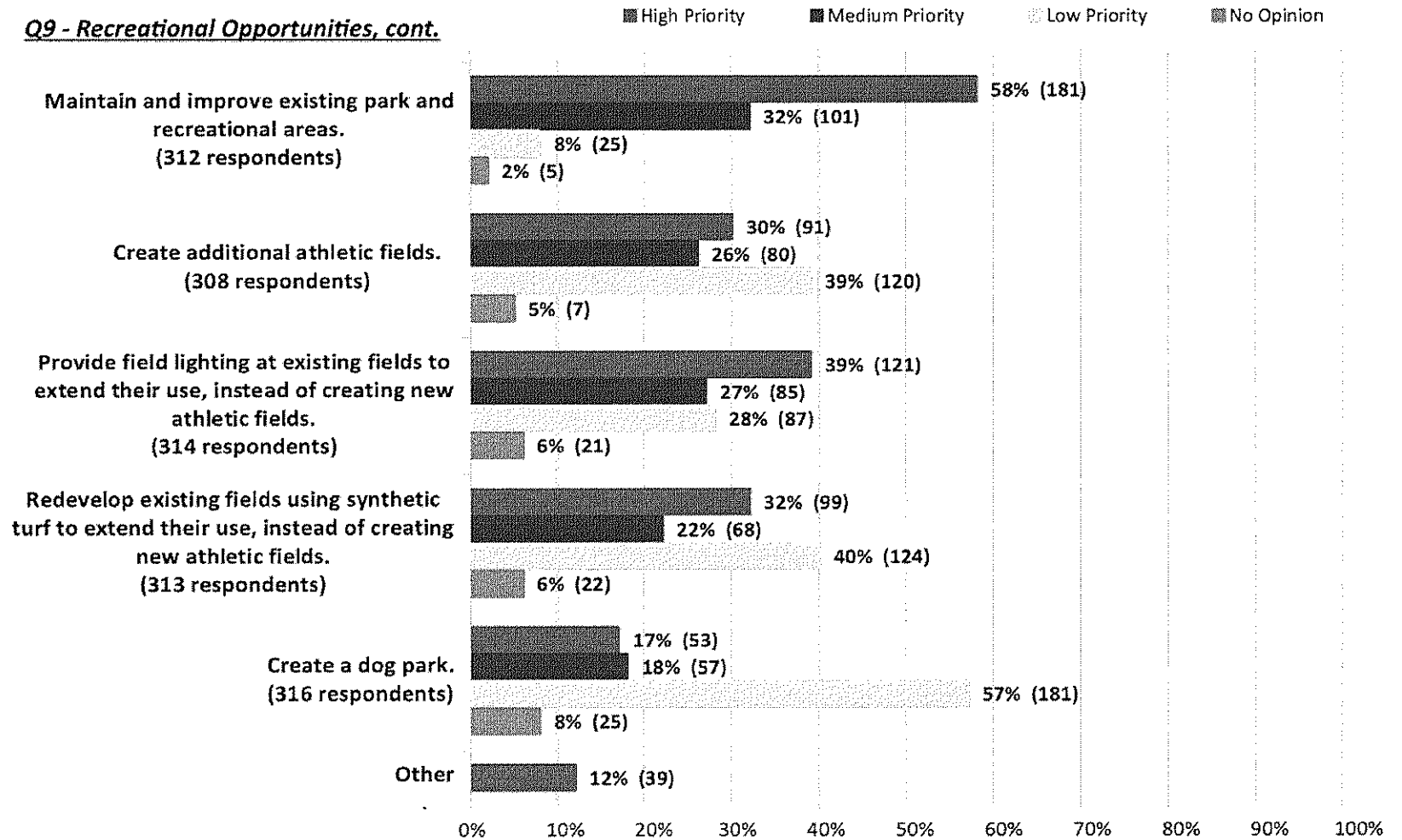


## Q9 How should we provide for a wide range of recreational opportunities for all residents?

■ High Priority ■ Medium Priority ■ Low Priority ■ No Opinion

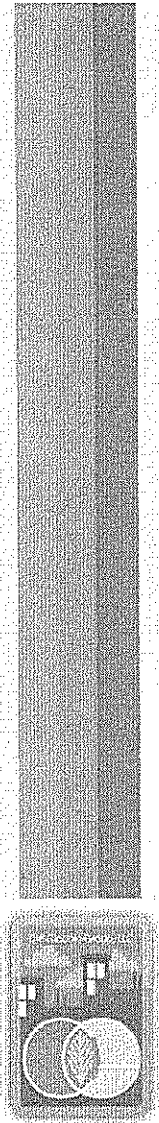
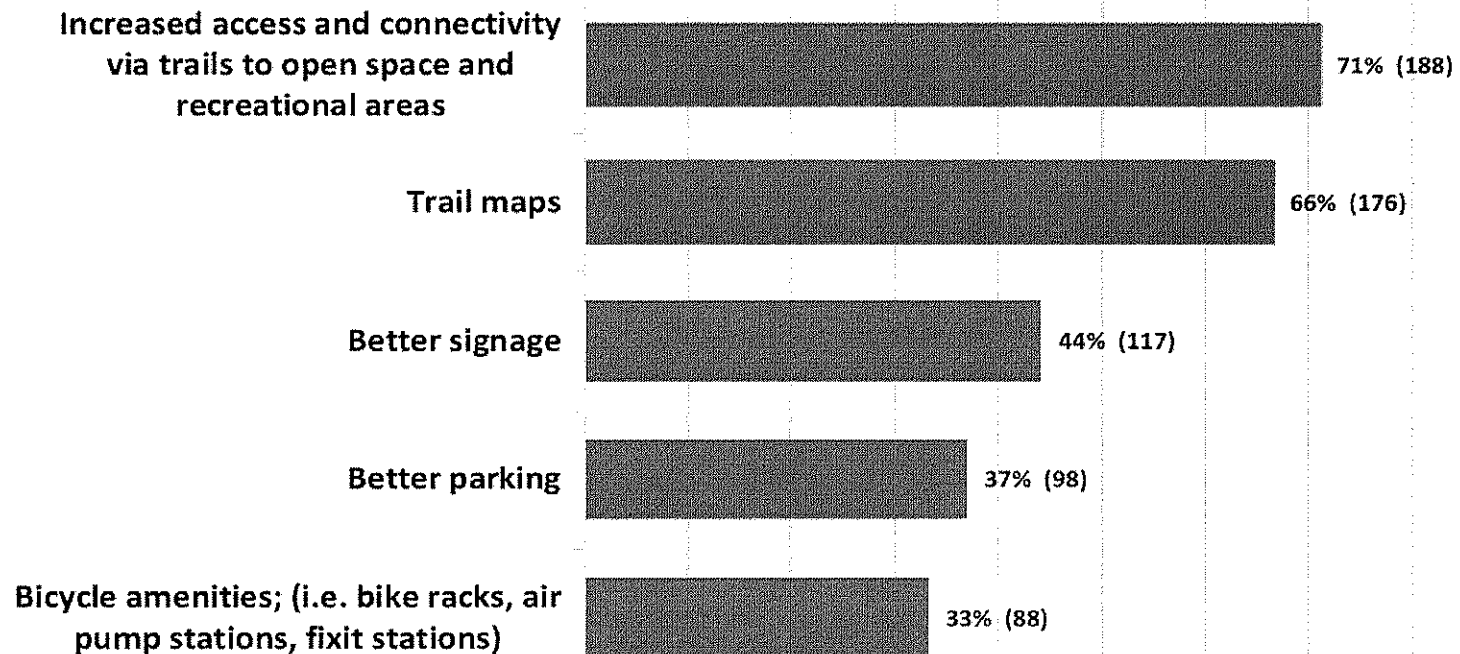


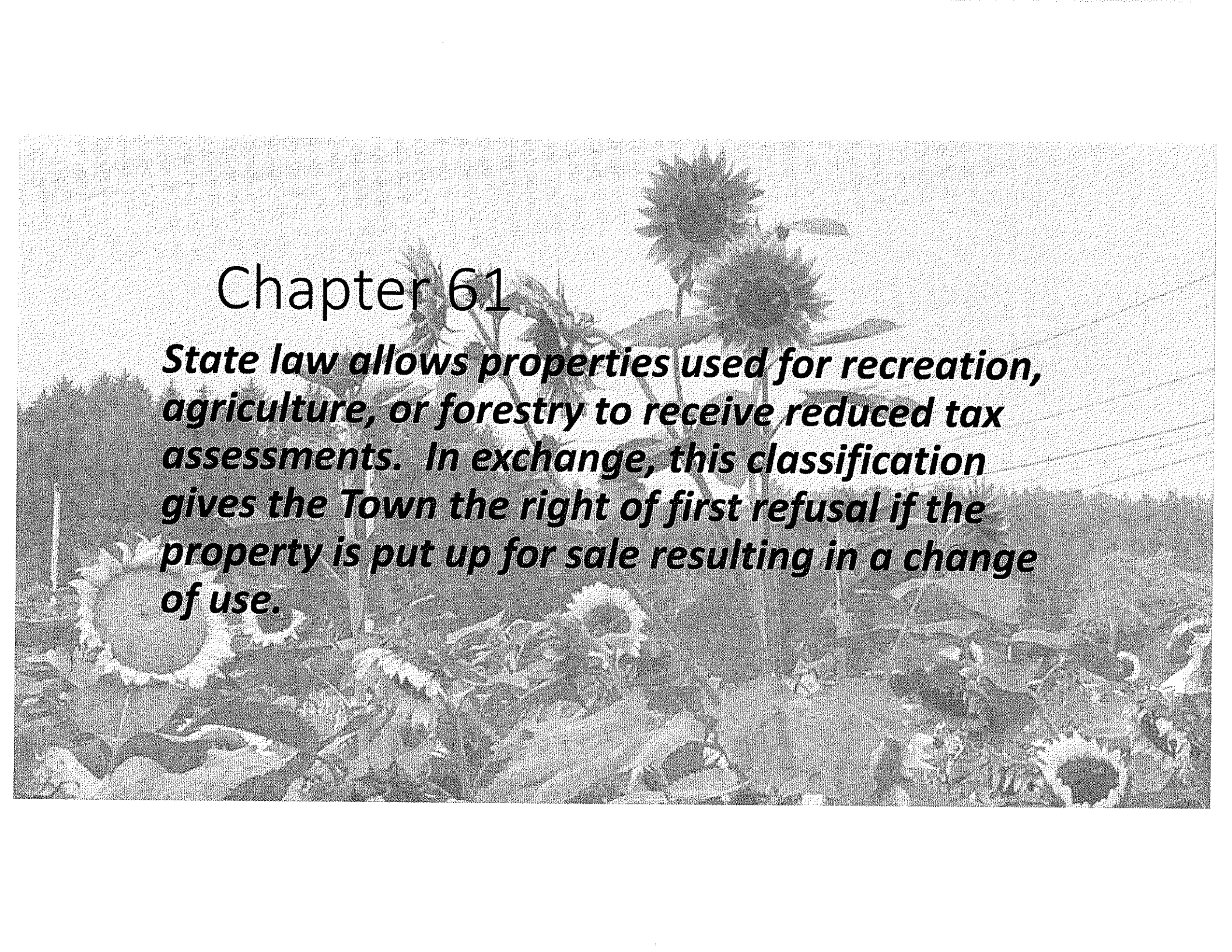
**Q9 - Recreational Opportunities, cont.**



**Q11** What would increase your use of existing open space and recreational areas, both active (i.e. fields) and passive (i.e. trails)?  
(Choose all that apply.)

Respondents: 265



A black and white photograph of a sunflower field. In the foreground, several sunflowers are in bloom, their heads tilted towards the light. The middle ground shows a dense field of similar flowers stretching towards a line of trees in the background. The sky is bright and slightly hazy. The overall composition is peaceful and rural.

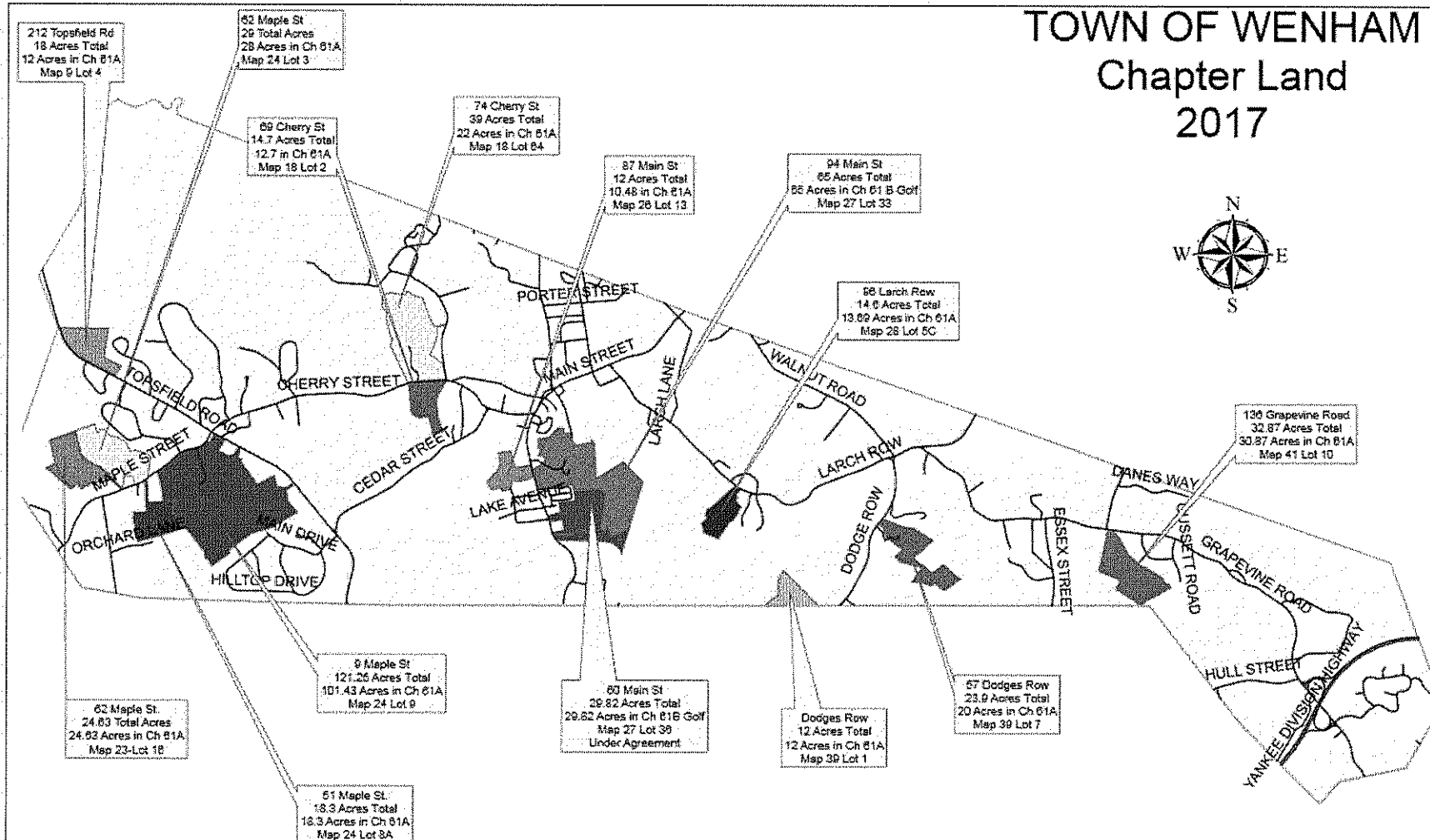
## Chapter 61

***State law allows properties used for recreation, agriculture, or forestry to receive reduced tax assessments. In exchange, this classification gives the Town the right of first refusal if the property is put up for sale resulting in a change of use.***

# TOWN OF WENHAM

## Chapter Land

### 2017



Data shown on this map is provided for planning and informational purposes only. The Town of Wenham is not responsible for any use for other purposes or misuse or misrepresentation of this map.



## GOAL 1

To protect the Town's natural resources and open space areas that contribute to

- passive recreational enjoyment
- drinking water supply
- high value core wildlife and plant habitat
- agricultural and forestry use
- rural and historical character.



## Goal 2

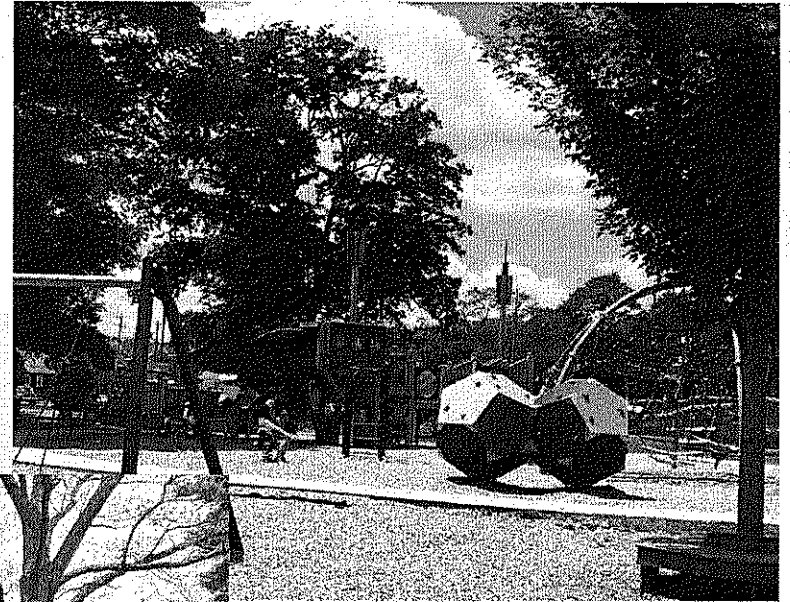
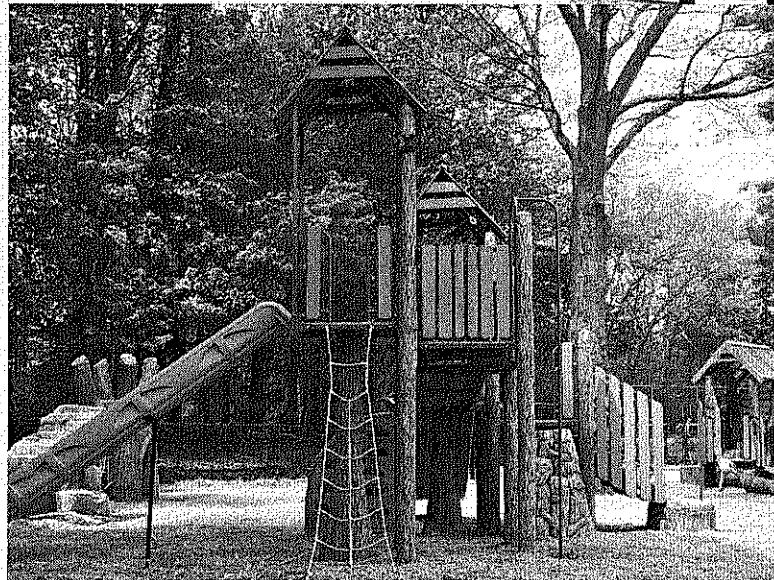
To improve trail networks, cycling paths/lanes, and sidewalks to provide recreational opportunities for activities such as walking, running, hiking, cycling, and wildlife observation.





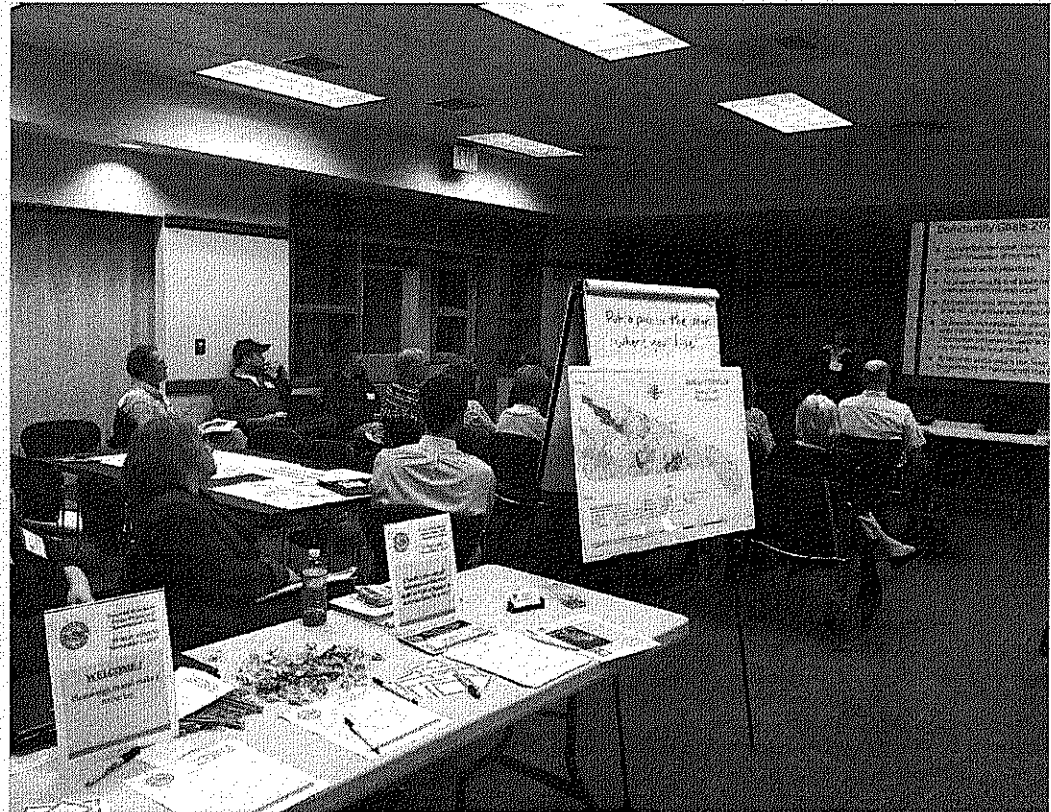
## GOAL 3

To provide and maintain facilities and resources for active recreation and opportunities for all residents



## GOAL 4

To sustain the Town's  
commitment to carrying  
out this plan.





## Objectives

GOAL 1: To protect the Town's natural resources and open space areas that contribute to passive recreational enjoyment, drinking water supply, high value core wildlife and plant habitat, agricultural and forestry use, and rural and historical character.

1. Identify priority parcels and develop a strategy for their protection
2. Protect priority parcels as opportunities arise.
3. Undertake other actions to protect natural resources
4. Educate the public
5. Work with other Town departments to support their resource protection initiatives.



## Objectives

GOAL 2- To improve trail networks, cycling paths/lanes, and sidewalks to provide recreational opportunities for activities such as walking, running, hiking, cycling, and wildlife observation.

1. Build more trails and pedestrian and cycling paths, including better sidewalks, to increase connectivity so that people can access open space and recreational areas without driving.
2. Enhance existing recreational trail networks.
3. Increase public awareness regarding open space resources and existing trails.



## Objectives

GOAL 3: To provide and maintain facilities and resources for active recreation and opportunities for all residents

1. Improve and maintain existing parks and playgrounds to provide a mix of uses for a broad range of needs and interests, including all age groups and people with disabilities.
2. Redevelop and improve existing field facilities to meet high demand for athletic fields, including consideration of turf and lighting to extend their use.

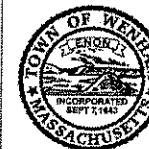
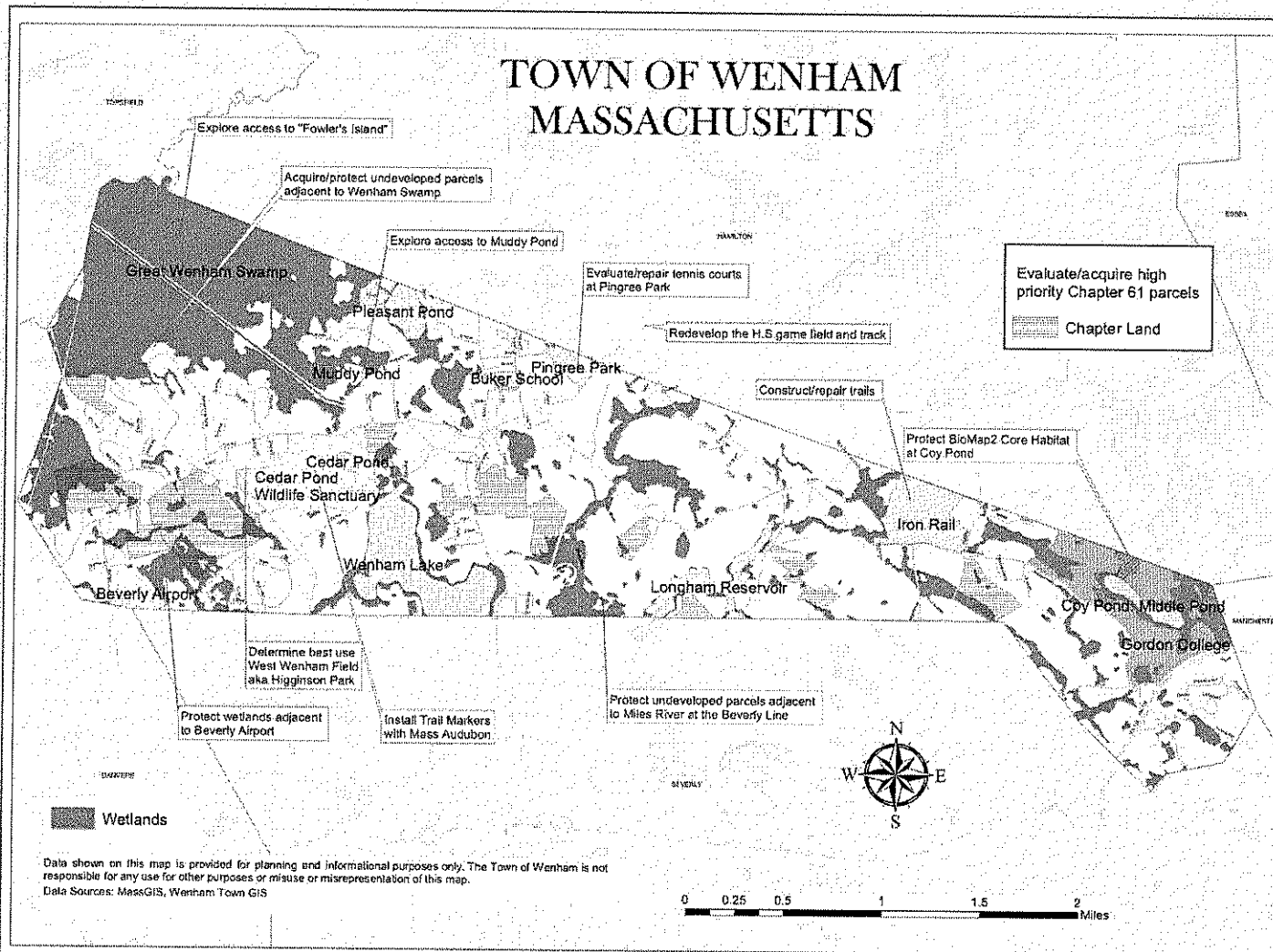
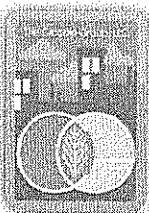
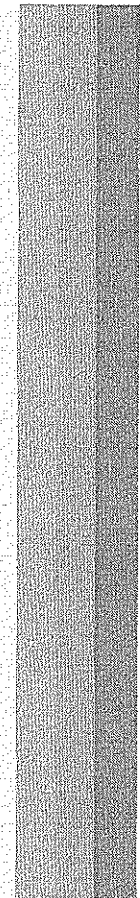


## Objectives

GOAL 4: To sustain the Town's commitment to carrying out this plan.

Develop and put in place the necessary administrative structures and policies.



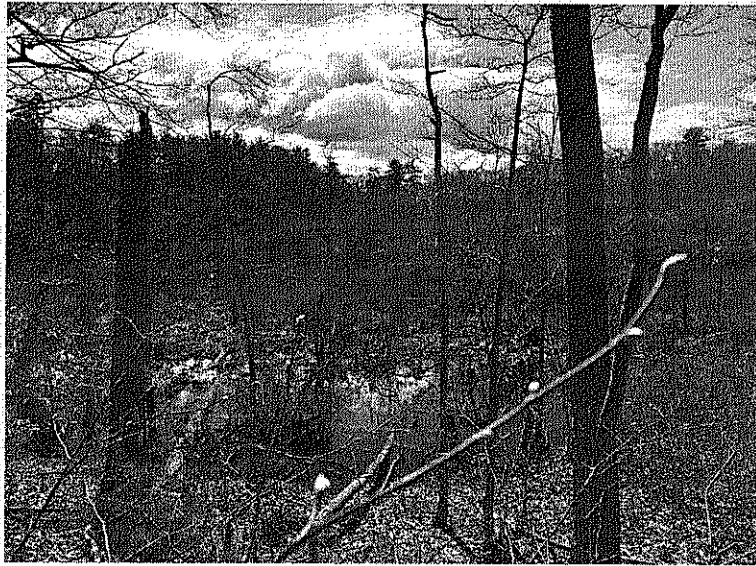


## Action Plan

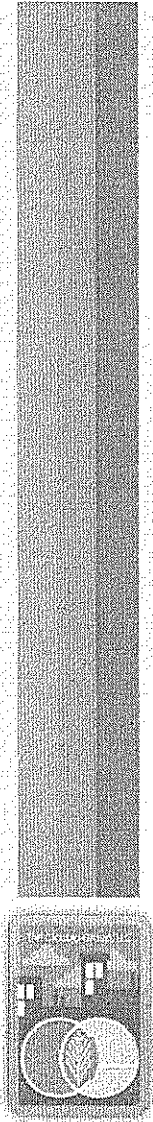
### Open Space and Recreation Plan - 2018

Town of Wenham  
138 Main Street  
Wenham, MA 01984

## Other priority projects for the first two years



- Evaluate Chapter 61 parcels using the newly created evaluation system to determine acquisition priorities.
- Develop a right-of-first-refusal policy and procedure for the Town to be poised to act quickly on Chapter 61 parcels.
- Increase awareness about options for protecting open space.
- Consider establishing a reliable funding source, such as a bonding program, to fund the acquisition of Chapter 61 parcels where there is a need to act in a timely manner.
- Coordinate with other organizations that are involved with land acquisition and protection, such as Greenbelt.

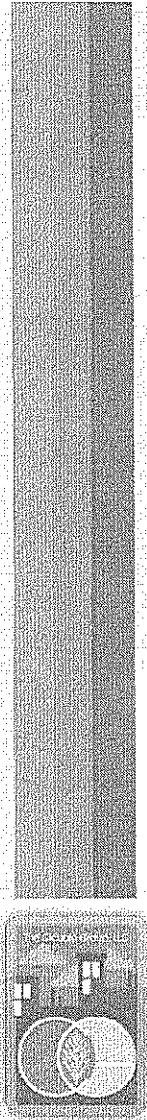




Review existing information on open space resources and trail maps. Determine any informational gaps. Work with others as applicable to update.

Communicate and disseminate information on open space resources and trail maps through a variety of means.

Coordinate with private groups and associations, including Essex County Trail Association (ECTA), the Trustees of Reservations (TTOR), Gordon College, Greenbelt, Mass Audubon, and the City of Beverly on trail improvements, such as signage and trail markers, as most trails in Wenham are on land that is privately-owned or maintained.





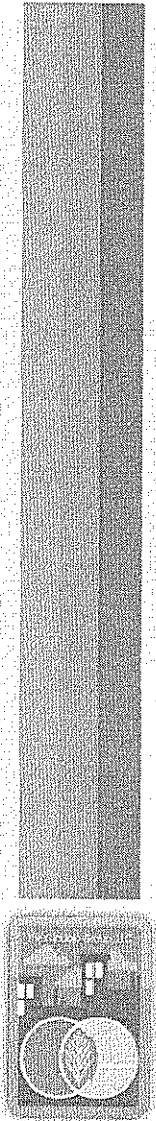
## Evaluating Open Space Parcels Criteria

- General – size, Chapter 61 designation, Community Survey prioritization, plan/recommendations
- Drinking Water Resources
- Natural Resources
- Agriculture/Forestry
- Recreation
- Historic Preservation
- Scenic Views
- Links/Connectivity/Trails
- Accessibility
- Constructability
- Zoning, Legal, and Financial

## Evaluating Open Space Parcels Weighting

### Priorities

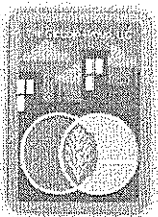
1. Protect drinking water resources
2. Improve trail networks, cycling paths/lanes, and sidewalks to provide recreational opportunities for activities such as walking, running, hiking, cycling, and wildlife observation.
3. Protect natural resources; i.e. wildlife and plant habitat; Protect the Town's rural character; i.e. scenic views
4. Preserve farmland; preserve places of historical value



## Criteria

### Drinking Water Resources

- Is the property within a Zone 1 or Zone 11 wellhead protection area?
- Are there surface water protection areas on the property?
- Will purchasing this property eliminate an environmental hazard?
- How is the property regarded as a potential water source?
- Is the property important to groundwater recharge?
- How permeable are the soils for rapid groundwater recharge rates?





## Parcel Ranking Matrix

### I. DRINKING WATER RESOURCES

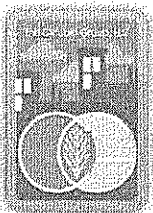
	Weight	Parcel Name, Address, Plate/Parcel	Parcel Name, Address, Plate/Parcel	Parcel Name, Address, Plate/Parcel	Parcel Name, Address, Plate/Parcel
Is the property within a Zone I or Zone II wellhead protection area?	4	--	--	--	--
Are there surface water protection areas (Zone A, B, or C) on the property?	4	Zone I & Zone I is the closest to the (100-400' radius) & requires the most stringent protection. ZONE II recharge areas contribute water to a well, as precipitation or stormwater percolates through the soil to the water table.	Maybe	--	--
Will purchasing this property eliminate an existing environmental hazard?	4	--	--	--	--
How is the property regarded, through direct testing or from testing on adjacent properties, as a potential water source?	4	--	--	--	--
Is the property important to groundwater recharge and maintaining an adequate groundwater supply?	4	--	--	--	--
How permeable are the soils for rapid groundwater recharge rates?	4	--	--	--	--
SUBTOTAL		0	0	0	0



## Links/Connectivity/Trails



- How important is this property as a connection to other protected lands?
- How important is this property as a connection to existing trails?
- Does the acquisition of this parcel require the acquisition of other parcels to create contiguous open space?
- Does the acquisition of this parcel require the acquisition of other parcels for the public to access it?
- Does the property link to already protected or municipal areas, including playground, school, conservation land?
- Does the property link to significant unprotected open space?
- Is the property near other protected areas if not contiguous?
- Does the property provide public access to protected areas?





## Parcel Ranking Matrix

### VII. LINKS/CONNECTIVITY/TRAILS

	<u>Weight</u>	<u>Parcel Name, Address, Plate/Parcel</u>	<u>Parcel Name, Address, Plate/Parcel</u>	<u>Parcel Name, Address, Plate/Parcel</u>	<u>Parcel Name, Address, Plate/Parcel</u>
		--	--	--	--
How important is this property as a connection to other protected lands?	3	--	Critically Important	--	--
How important is this property as a connection to existing trails?	3	--	Very Important	--	--
Does the acquisition of THIS parcel require the acquisition of other parcels to create contiguous open space?	3	--	Important	--	--
Does the acquisition of THIS parcel require the acquisition of other parcels for the public to access it?	3	--	Low Importance	--	--
			Unimportant	--	--
Does the property link to already PROTECTED areas (including playground, school, conservation land)?	3	--	--	--	--
Does the property link to significant UNPROTECTED open spaces?	3	--	--	--	--
Is the property near other PROTECTED areas (if not contiguous)?	3	--	--	--	--
Does the property provide public access to PROTECTED areas?	3	--	--	--	--
<b>SUBTOTAL</b>		0	0	0	0



## Zoning, Legal, and Financial

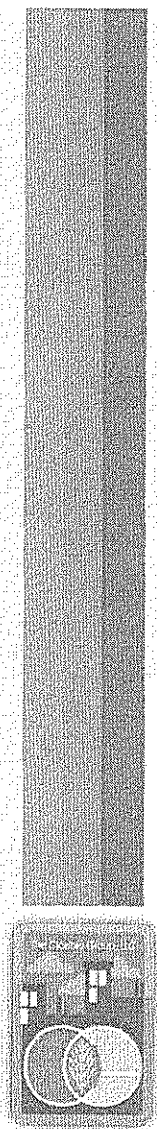
- Is acquisition or funding a time-sensitive opportunity that may not exist in the future?
- Is the property facing development pressure?
- Are there opportunities to leverage public or private funds for acquisition or recreational purposes?



## Next Steps

- ☐ Update Draft
- ☐ Post Draft online
- ☐ Submit written comments to Margaret Hoffman, Planning Coordinator at [mhoffman@wenhamma.gov](mailto:mhoffman@wenhamma.gov) by June 22, 2018
- ☐ Committee meeting – June 26, 2018
- ☐ Final Draft Plan submitted to State - August





**BOARD OF SELECTMEN MEETING**

*July 24, 2018*

**NEW BUSINESS**

**D.**

**Other matters, as may not have been reasonably  
anticipated by the Chair  
(Discussion Only)**

**CH**

# BOARD OF SELECTMEN MEETING

*July 24, 2018*

## OPEN SESSION MINUTES DRAFT MOTION

- Vote: I move to **approve** the Board of Selectmen meeting minutes of:

June 26, 2018

Second / Discussion / Roll Call Vote

- Vote: I move to **approve** the Board of Selectmen Joint Wenham Affordable Housing Trust meeting minutes of:

June 26, 2018

Second / Discussion / Roll Call Vote

JW

TOWN OF WENHAM  
Board of Selectmen  
Meeting of June 26, 2018  
Town Hall, 138 Main Street

Pursuant to the Open Meeting Law, M.G.L. Chapter 30 A, §§ 18-25, written notice posted by the Town Clerk delivered to all Board members, a meeting of the Board of Selectmen (BOS) was held on Tuesday June 26, 2018 at 6:45 pm in the Selectmen Chambers.

Welcome & Call to Order

With a quorum present, Ms. Harrison called the BOS meeting to order at 7:03 pm

Selectmen present: Catherine Harrison, Chair (2020); John Clemenzi, Vice Chair (2021); Jack Wilhelm, Clerk (2019)

Also present: Peter Lombardi, Town Administrator; Catherine Tinsley, Recording Secretary

Public Information

- Recorded with permission by HWCAM

One-Day Liquor License Request, The Academy of Penguin Hall, Molly Martins 36 Essex Street Hamilton-Wenham Rotary Installation, Friday June 29, 2018 5:30 pm – 8:30 pm.

- One Day Liquor License Application
- Certificate of Insurance The Academy of Penguin Hall
- Serve Safe Certification for Mary Ann Lauro
- Check for \$50
- Recommendation Email from T. Perkins, Police Chief
- Recommendation Email from J. Baxter, Fire Captain
- Recommendation Email from J. Bresnahan, Permitting & Special Projects Manager

Ms. Harrison observed this application was submitted on Friday (June 22) and recognized Ms. Roebuck for expediting the process to get this to the BOS for action.

*Vote: Ms. Harrison moved the Bos approve a One Day All Alcohol Beverages Liquor License for Molly Martins for the Hamilton Wenham Rotary Installation to be held at The Academy of Penguin Hall, 36 Essex Street Friday June 29, 2018 from 5:30 pm - 8:30 pm. The motion carried unanimously.*

The BOS unanimously adjourned at 6:51 pm.

Respectfully Submitted By  
Catherine Tinsley  
6.27.18

TOWN OF WENHAM  
Board of Selectmen  
Affordable Housing Trust Action Plan Presentation  
Meeting of June 26, 2018  
Town Hall, 138 Main Street

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Welcome & Call to Order

With a quorum present, Ms. Harrison called the BOS meeting to order at 7:03 pm  
Selectmen present: Catherine Harrison, Chair (2020); John Clemenzi, Vice Chair (2021); Jack Wilhelm, Clerk (2019)  
Also present: Peter Lombardi, Town Administrator; Catherine Tinsley, Recording Secretary  
Jennifer Goldson, Affordable Housing Trust (AHT) Consultant

Present not participating:  
Margaret Hoffman, Planning Coordinator  
Tony Feeherry, Dana Begin- Zoning Board of Appeals  
Josh Anderson, Michelle Bailey, Judy Bubriski, Rick Woodland - Affordable Housing Trust (AHT)  
Jim Purdy, Finance Committee  
Jacki Bresnahan, Permitting Coordinator and Special Projects Manager  
Don Preston, Habitat for Humanity  
Sue Herrick, Wenham Housing Authority  
Harriet Davis, Community Preservation Committee  
Peggy Cahill, Council on Aging

Public Information:

- The meeting was recorded with permission by HWCAM
- Affordable Housing Trust Action Plan
- PowerPoint Presentation

Affordable Housing Trust Action Plan Presentation & Discussion – Jennifer Goldson

The purpose of this meeting was for Ms. Goldson to present the Affordable Housing Trust Action Plan on behalf of the Affordable Housing Trust to the Board of Selectmen.

Josh Anderson, Chair AHT gave a brief overview of the Trust formed in 2009 to preserve and create affordable housing in the Town of Wenham.

The Action Plan is a follow up of the 2016 Housing Needs Study.

Ms. Goldson referenced a PowerPoint presentation which outlined and summarized the Affordable Housing trust Action Plan that lays out priorities and initiatives for the next five years and how to best utilize Trust Funds.

Ms. Goldson explained a Housing Trust is a municipal entity, appointed by the BOS to recommend the use of trust funds to the BOS, to collect funds for Affordable Housing and creates a place to put funds to get affordable housing out of general municipal budget.

Ms. Goldson reviewed the results of the workshop that was held in January (2018) and incorporated into the final Action Plan i.e. supportive of meeting 10% of the affordable housing, seniors aging in place, welcoming families in town, preference to smaller spread out developments and conversion of existing homes to affordable housing. A Trust may be used to create and preserve affordable housing.

The presentation went into depth to explain affordable housing and income limits.

The Action Plan recognizes that Wenham lacks rental housing for local workers, first time homebuyer options, Handicap accessible units including for older adults, and housing with support services.

Ms. Goldson spoke in detail about the Action Plan four categories:

- Mission Statement to guide allocation of trust funds to most effectively Address Wenham's housing needs including but not limited to achieving and maintaining compliance with chapter 40B through initiatives that foster appropriately scaled located and design affordable mixed income housing

- Goals
  - Public awareness
  - Allocation of Trust Funds to achieve Chapter 40B 10 % goal for affordable housing
  - Support local housing needs
  - Advocate to promote creation of affordable housing
- Priority Initiatives - 4 Categories: Short term FY 19-20, Intermediate term FY 20-23, Ongoing, Long Term
- Five Year Budget

Ms. Goldson fielded general questions.

Adjournment

The BOS unanimously adjourned at 7:56 PM

Respectfully Submitted By  
Catherine Tinsley  
7/7/18