

Status Summary

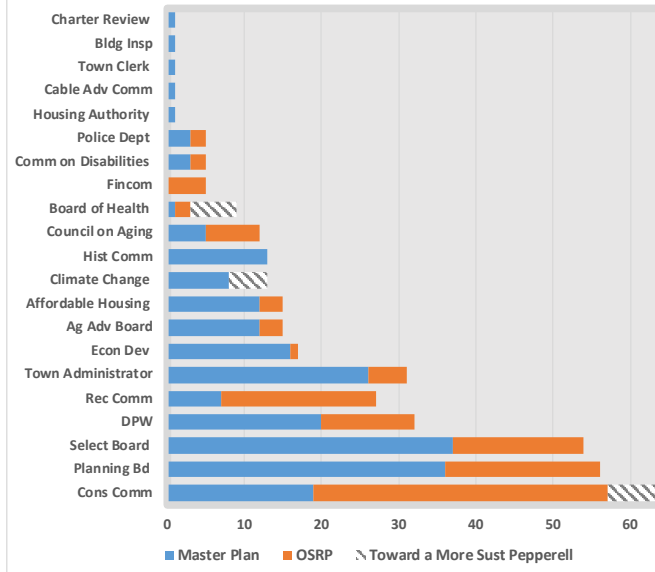
for Master Plan, OSRP & Toward a More Resilient & Sustainable Pepperell
Reporting Period: Oct 2020 - Mar 2021

Summary by # of Recommendations						Summary by Percentages		
Report	Total # Recs	Not Started	In Process	Completed	Total # of "Ongoing" Recs	Percent Completed	Percent In process	Percent Not Started
Master Plan	121	37	75	9	8	7.4%	62.0%	30.6%
Open Space & Rec Plan (OSRP)	62	21	35	6	21	9.7%	56.5%	33.9%
Toward a More Resilient and Sustainable Pepperell	14	2	8	4	6	28.6%	57.1%	14.3%
TOTAL	197	60	118	19	35	9.6%	59.9%	30.5%

Number of Recommendations Assigned by Organization

Responsible Party	Master Plan	OSRP	Toward a More Sust Pepperell	Total
Cons Comm	19	38	8	65
Planning Bd	36	20		56
Select Board	37	17		54
DPW	20	12	0	32
Rec Comm	7	20		27
Town Administrator	26	5		31
Econ Dev	16	1		17
Ag Adv Board	12	3		15
Affordable Housing	12	3		15
Climate Change	8		5	13
Hist Comm	13			13
Council on Aging	5	7		12
Board of Health	1	2	6	9
Fincom		5		5
Comm on Disabilities	3	2		5
Police Dept	3	2		5
Housing Authority	1			1
Cable Adv Comm	1			1
Town Clerk	1			1
Bldg Insp	1			1
Charter Review	1			1

Number Of Recommendations Assigned by Organization



Note: Many recommendations are assigned to more than one organization. The numbers in this chart reflect all recs assigned to each organization and do not balance to the actual total number of recommendations as shown in the data summary table.

Master Plan Recommendations		Assignees		Jan-Mar 2021, Status Update				Results / Status
Recommendation	Primary Responsibility and Points of Contact	In Process	% Complete (est)	Not Started	Completed	Date Completed		
2.10 - Consider the adoption of an inclusionary zoning bylaw, as recommended in the Town's Housing Production Plan, for multi-family projects and single-family subdivisions over a certain size threshold. Utilize technical assistance provided by Mass Housing Partnership (MHP) to develop the bylaw.	Planning Board , Affordable Housing Committee	X	25%				AHC is reviewing potential by-law language at March and April 2021 meetings. PB: Not started; see recommendation 5.15	
2.1 - Update and revise the Town's Zoning Bylaw to provide clarity and consistency, update uses, and add appropriate design standards, guidelines and performance standards, including updated standards for landscaping, lighting and signage.	Planning Board	X	10%				PB: See progress on specific efforts for OSRD, Peter Fitz Overlay, and Design Guidelines. Work underway on several projects.	
2.11 - Consider adopting a Low Impact Development (LID) bylaw for managing stormwater on site and assisting the Town in meeting the requirements of the new EPA MS4 permit.	Planning Board, (DPW Stormwater Adv Group), Conservation Commission, PB (C. Walkovich)			X			Cons Comm: Town staff members are determining how this recommendation will be addressed. PB: Stormwater bylaw in development. Approach for LID bylaw has not yet been developed.	
2.12 - Address the need for improved design standards or guidelines to help the Town to : - achieve it economic development goals, - protect environmental assets by incorporating sustainable landscape design and green infrastructure, - provide guideliness for affordable housing for both profit and non-profit developers, - strengthen our neighborhoods. - Promote heat island reduction strategies: erect cool roofs, green roofs, green spaces, and designs that minimize heat magnification, and - follow recommendations in the Healthy Chapter of the Open Space & Recreation Plan "	Planning Board, Affordable Housing Comm	X	5%				AHC: Not started PB: Have assigned PB members Morrow and Walkovich to coordinate with Planner and NMCOG on revisions to Design Guidelines under DLTA Grant.	
Deleted. This rec has been combined with 6 design-related recs, all now under #2.12. Combined recs are: 2.12, 2.13, 2.14, 2.18, 2.19 and 5.8.	Planning Board						NA	
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2.15 - Continue to pursue redevelopment of the Peter Fitzpatrick School. Reassess the zoning for the property to determine whether adaptive reuse could be better accommodated with certain zoning changes in place.	Select Board (B Greathead), Town Administrator, Planning Board	X	5%				PB: Have discussed at PB meetings to identify best course of action. PB believes an overlay district would be best remedy. Require Planning assistance/consultant assistance to carry out effectively. Will consider neXt round of grants for DTLA. SB: Recommend add SB as lead for this. PB can assist with working toward these goals but cannot make decisions for municipal property.	
2.16 - Improve and strengthen the Town's Floodplain Management bylaw and move the bylaw from the Town Code to the Zoning Bylaw. Consider participating in the Community Rating System (CRS) as a means of addressing the future impacts of climate change and of lowering flood insurance premiums for residents.	Planning Board, Select Board (M Scarsdale), Conservation Commission (P Terrasi), DPW	X	10%				Cons Comm: The current Floodplain Bylaw has been reviewed by Joy Duperault/State Floodplain Manager for federal compliance. Additional work is needed in the review and approval of this bylaw. A review of the updated bylaw will begin later this summer. DPW: No DPW action requested/taken to date. SB: Per PT 2/5/21: Floodplain maps not ready; she should be able to start working on this end of March. Per DF: ConsComm is Lead: No need for SB comment PB: to be determined	

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2.17 - Address impediments to solar energy development, as identified through the SolSmart initiative. Complete the SolSmart designation process.	Town Planner, Select Board (T. Beattie), Climate Change Council (R. Cataldo, J. Veysey)	X	50%				<p>CCC: "SolSmart: Several steps to start the process: Fill out information form and request a Consultation . Who would be designated to start and drive the process? Who would be identified to be on the Consultation call? Solar Options: Identify areas withing Town for possible solar installations: buildings, landfill, other open areas PB: (30% complete) Application has been submitted for SolSmart designation; awaiting response Trying to find the original landfill solar plan. Contacted Paula Terrasi to get plan." SB: Climate Change Council has taken the lead. Lisa Davis has written letter to SolSmart to complete this designation. Lead on Climate Change MP goals is Climate Change Council.</p>
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2.2 - Conduct a comprehensive review of the town's Zoning Bylaw and development regulations every five years.	Planning Board			X			PB: Will revisit this recommendation once PB begins looking at changes to Zoning Bylaw. Anticipate lessons learned on process that will inform setting up a zoning review.
2.3 - Re-eXamine the concept of allowing miXed-use development in the Hollis Street/Brookline Street area, as outlined in the previous Master Plan. EXplore opportunities for small-scale neighborhood-style commercial development in Park Street, through adaptive reuse of large residences.	Planning Board, Affordable Housing Committee			X			<p>AHC: Not started PB: TBD, 2024</p>
2.4 - Establish minimum lot size requirements for the commercial and industrial districts.	Planning Board			X			PB; Identified as a priority goal for 2021
2.5 - Rework the table of uses within the Zoning Bylaw to eliminate inappropriate uses, such as allowing self-storage units and contractor yards in the downtown, and to add uses that achieve the goals of the Master Plan, including better accommodation of agriculture related businesses, entertainment, arts and cultural uses, and a wide range of appropriately sized retail uses.	Planning Board			X			PB; Identified as a priority goal for 2021
2.6 - Modify the zoning in Railroad Square and along the downtown portion of Main Street to be consistent with the historic development pattern, allowing for miXed uses and utilizing standards that protect historic resources. Consideration should be given to creating a Village Center zoning district in this area and eXamining the feasibility of form-based code.	Planning Board, Historical Commission (Diane Cronin)	X	10%				<p>Hist Comm: Initial informational meeting done with a local eXpert on form-based codes. PB: (10%) Current project efforts for Railroad Square will inform process of rezoning/updates. Effort to eXamine form-based code will likely be done with technical assistance or grant funding.</p>
2.7 - Revise the Zoning Bylaw to discourage undesired uses, such as big boX retail, car dealerships, fast food restaurants, and large manufacturing facilities. Address the lack of zoning regulations for adult entertainment establishments to ensure that such an establishment is not sited in a residential neighborhood, near a school or other inappropriate location.	Planning Board			X			PB: Low risk for these concerns; will consider as component of larger zoning efforts and individual projects
2.8 - Revise the Open Space Residential Development Bylaw (OSRD) to provide additional clarity, allow for smaller lot sizes for the residential portion of a project, and ensure that the open space and habitat areas are in a location that provides the greatest ecological impact. Use of native plant materials should be required, along with low impact development techniques, where possible. Consider requiring mandatory OSRD for all subdivisions over a certain size threshold.	Planning Board, Conservation Commission, Climate Change Council (C. Walkovitch, B. FaXon, J. Veysey-Powell)	X	5%				<p>Cons Comm: Kickoff meeting 3/4/2021 with Chuck Walkovich/Planning, Beverly Woods/NMCOG, Lisa Davis/Planning, Paula Terrasi/Conservation CCC: (25%) reviewed the eXisting OSRD; MA model OSRD bylaw, and additional supporting documents. Preparing list of priority outcomes to be included in the revised OSRD, when it becomes available. PB: (5%) Have assigned PB member Walkovich to coordinate with Planner and NMCOG on revisions under DLTA Grant.</p>

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2.9 - Reaffirm the 2006 Master Plan recommendation to "restrict Sewer District expansion to designated areas with minimal natural resources", which was intended to protect water resources and focus development where increased density is desired.	Planning Board, DPW (DPW Director / BPW)		100%		X		DPW: There are no current plans to expand the Sewer Overlay District. Any modification would require approval at Town Meeting. PB: Discussions indicate this recommendation under DPW purview
3.1 - The Economic Development Advisory Committee should work in collaboration with the Pepperell Business Association to develop an effective public-private partnership.	Economic Development Advisory Committee		100%		X	3/18/21	Communications are ongoing.
3.10 - Meet with the owners of the former Pepperell Paper Mill site to determine what options are available to move this project forward.	Town Administrator	X	10%	X			TA met with John MacDonald of 1A in April 2021. John provided a new concept plan for the property that includes multi-family housing and retail/restaurant uses but no specific timeline for development.
3.11 - Implement the recommendation made by the Peter Fitzpatrick Feasibility Committee (PFFC) to create a "zoning overlay for restricted light mixed commercial uses (i.e. coffee shop, farmer's market, shared office space, small business office space, art/music studios) within the next 1-3 years". Consider the development of a commercial kitchen space for home-grown enterprises, such as finished product businesses i.e. baked goods) that can be sold at local restaurants.	Planning Board (Lead) Select Board (M Scarsdale), Agricultural Advisory Board	X	5%				Ag Bd: The Ag Board is unaware of developing plans regarding establishment of a mixed use overlay district at the Peter Fitz. The Board has not had any conversations with other Boards, committees on this subject. The Board has had conversations with the Peter Fitz Collaborative about development of a commercial kitchen space at the Peter Fitz. PB: Have discussed at PB meetings to identify best course of action. PB believes an overlay district would be best remedy. Require Planning assistance/consultant assistance to carry out effectively. Will consider next round of grants for DTLA. SB: See 2.15. Included as one of five priority projects in Community One Stop grant
3.12 - Determine what space is still available at the Lomar Industrial Park and work with the property owners to address the infrastructure issues.	Economic Development Advisory Committee (J. Masiello)	X	10%				Continue research
3.13 - Identify underutilized properties along Route 119 and redevelop them with recognition of the floodplain issues.	Economic Development Advisory Committee, Town Administrator, Conservation Commission	X	10%				Cons Comm: This recommendation has been assigned to ConsCom member Rob Rand. EDAC: Spoke to Paula T. EDaC to talk to Wilkins in future.
3.14 - Establish a regional Food Hub and encourage collaboration between the Agricultural Advisory Board and the Economic Development Advisory Committee to focus on agriculture as an economic development component.	Economic Development Advisory Committee (K. Kinney), Agricultural Advisory Board	X	10-20%				Ag Bd: Ag Board Visited Worcester Food Hub twice. Acquired business plan for Worcester Food Hub and shared with EDaC; arranged visit to Worcester Food Hub with EDaC. Spoke with lead manager of Coastal Food Shed which is developing food hub business plan in southeast Mass. Spoke with Holly Fowler of Northbound Ventures as potential consultant for Food Hub development. EDAC: Chairs of each committee have met three times.. Ongoing discussion. Chairs to contact MDAR for discussion in March. Sherill to identify contact and set up meeting.
3.15 - Promote eco-tourism and cultural tourism to take advantage of the natural, historical and cultural assets within the community.	Economic Development Advisory Committee			X			EDAC: Invite Diane Cronin back for a meeting. If not available, ask if EDaC could receive a narrative.
3.16 - Identify spin-off opportunities from regional projects, such as the Indian Hill Music Center, that can benefit Pepperell businesses.	Economic Development Advisory Committee (J. Morrow)	X	10%				EDAC: Food, B&B, CSA/Farm store, Indian Music, Historical, Recreation opportunities.
3.2 - Identify grant funds that can supplement the annual budget in addressing economic development initiatives.	Economic Development Advisory Committee, Town Administrator	X	25%				EDAC: LRRP, DLTA. One Stop For Growth
3.3 - Market the Town of Pepperell and maintain a list of available properties.	Economic Development Advisory Committee, Town Planner	X	5%				EDAC: Work with Real Estate professionals. PB (not started): Currently not enough Planning resources to begin project

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3.4 - Implement the economic development zoning recommendations in the Land Use and Zoning Chapter of the Master Plan.	Planning Board	X	10%				PB: Progress being measured for individual recommendations throughout this table
3.5- Re-examine the Town's permitting processes and develop and maintain current Permitting Guidance on Town web site for prospective applicants. (text edited as approved by PB on 2/1/21)	Planning Board, Conservation Commission, Inspector of Buildings	X	10%				Cons Comm: The Building Department is working with IT Director Martin Cadek to implement an online permitting process. Other departments will eventually be phased into the process. PB: Have begun to look at application process to identify areas for improvement - not anticipating involvement with current change to e-permitting for Building Inspector
3.6 - Develop an economic development strategy to attract small businesses that build upon the Town's assets.	Economic Development Advisory Committee, Agricultural Advisory Board, Historical Commission	X	10%				EDAC: Begin with talking points from all of the members. Possibly set up an EDaC agenda to discuss. Hist Comm: Discussions with EDAC regarding leveraging historic assets. Assisted with the Letter of Interest for the One Stop for Growth project to help secure funding for branding, business development, downtown revitalization and more.
3.7 Re-develop Railroad Square as a vibrant center of economic activity that builds upon the Town's assets and vision.	Economic Development Advisory Committee , Select Board (M Scarsdale)	X	10%				Cons Comm: Expression of Interest and LRRP will include RR Square. DLT A will help with design in Pepperell. SB; See 2.15. Included as one of five priority projects in Community One Stop grant
3.8 - Solicit support from the Massachusetts Downtown Initiative (MDI) in developing a brand for Main Street and identifying strategies for marketing the area.	Economic Development Advisory Committee, Historical Commission (Diane Cronin)	X	20%				DPW: One Stop For Growth may be related to the MDI. Hist Comm: Working on a historic brand as wayfinding signage reflects colonial New England styling and the Pepperell town seal. Discussions with EDAC regarding leveraging historic assets.
3.9 - Establish the Route 113 Corridor as a pedestrian oriented corridor that stresses walkability and bicycle accommodations over automobile usage.	Planning Board, DPW, Economic Dev Adv Comm	X	5%				DPW: There are several initiatives in place to further this initiative, including the Complete Streets program as well as the One Stop for Growth Grant. EDAC: May receive some information from LRRP, One Stop For Growth PB: not started, TBD
4.10 - Address the need for parking at the Prudence Wright Overlook, Town Field and in the area around the monuments at the rotary.	Select Board	X	2%				SB; (Email to chair of Historical Comm on 12/5). No known issues of parking (eXcept for trucks using it to eat lunch) at Prudence Wright. Lead is Highway Department/Capital Planning/Climate Change Council
4.1 - Revisit the recommendations in the Railroad Square Transportation Study and consider advancing improvements to the area through the region's Transportation Improvement Program.	Select Board (M Scarsdale), DPW	X	5%				DPW: There are several initiatives in place to further this initiative, including the Complete Streets program as well as the One Stop for Growth Grant. SB: See 2.15. Included as one of five priority projects in Community One Stop grant
4.11 - Identify an appropriate location for a future park and ride lot.	Select Board (T Beattie), Town Planner, DPW			X			DPW: Not clear as to DPW connection for this item PB: Defer to SB status update SB: add Climate Change Council
4.12 - Add bicycle racks at priority locations such as Town Hall, the Library, the Community Center, Albert Harris Center, downtown near the Rail Trail, and at the Covered Bridge.	Select Board, Library, Council on Aging			X			SB: Lead is TA/Dept Heads. Update to come from TA.
4.13 - Address safety issues at the intersections listed on page 151 of the Master Plan.	DPW	X	5%				DPW: There are significant limitations on road funding incl survey/design/construction and possible land takings

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4.14 - Work with the Police Department to improve speed enforcement at problem locations, including the areas around the schools.	Police Department (Chief David Scott)	X	75%				We have been conducting radar in and around the school zones for years. We will contact the schools for more ideas.
4.15 - Address the need for additional crosswalks in Railroad Square and at other locations along Main Street. Install flashing "pedestrian crossing" signs similar to those in Groton Center.	Town Planner (Lead), DPW	X	30				DPW: The Complete Streets grant application is in process. PB: Previous Complete Streets application not successful. Can reapply May 1, can prepare comprehensive plan for crossings/sidewalk widening
4.16 -Install signs along the Rail Trail to educate users on trail etiquette, safety, and other topics related to trail use, such as hours of operation, proper pet waste disposal practices, and anti-littering policy.	DPW or Police (Chief David Scott)			X			DPW: The Rail Trail is under the custody and control of MA DCR.
4.17 - Study heavy vehicle traffic volumes at problem locations to determine whether they qualify for a heavy vehicle exclusion based on MassDOT requirements.	NMCOG, MassDOT			X			
4.18 - Consider advancing eligible transportation projects through the region's Transportation Improvement Program, whereby the Federal Highway Administration and MassDOT would assume construction costs if the town funds design, right-of-way costs, and permitting.	Select Board (W Greathead), DPW			X			DPW: There are currently no Pepperell-specific projects on, or planned for, the TIP. SB: Lead is TA/Susan McCarthy/DPW.
4.19 - Work with LRTA to study the feasibility of providing peak hour transit service from Pepperell to the commuter rail stations and the Tyngsborough Park and Ride lot.	Select Board, LRTA			X			SB: TA/Susan McCarthy. Change Select Board to MS
4.2 - Establish a committee to focus on pedestrian and bicycle planning, specifically the creation of an interconnected network and the implementation of needed safety improvements.	Police Department (Chief David Scott)			X			This is new to us. We will get started on it.
4.20 - Work with the Council on Aging to increase RoadRunner hours of operation for medical appointments for seniors and disabled residents. Investigate opportunities to collaborate with adjoining towns-to provide this service.	Council on Aging, Town Administrator, Comm on Disabilities	X	25%				Comm on Disabilities: Susan McCarthy has broached the subject of regionalizing with the LRTA and Dunstable counterparts. I have done the same with the legislative delegation and the Dunstable TA. SB: Staying educated depending on operational choices that come out of recent legislation.
4.21 - Consider purchasing electric vehicles as part of the town fleet, and install electric vehicle charging stations for use by the town, local residents and visitors.	Select Board (T Beattie), Town Administrator	X	2%				
4.3 - Repair or replace the existing sidewalks that are in poor condition, not in compliance with ADA requirements, or that contain obstructions, such as utility poles and sign posts.	Council on Aging, Town Administrator, Comm on Disabilities, DPW	X	5%				Comm on Disabilities: We are planning this within capital spending and through Ch. 90 and Complete Streets grants.
4.4 - Add pedestrian benches, pedestrian scale lighting, and other amenities such as water bottle filling stations and street trees at appropriate locations in order to encourage walking and bicycling.	DPW			X			DPW: This is not a DPW function and is handled thru Parks & Rec as well as private organizations.

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4.5 - Continue moving forward with the development of the Complete Street Prioritization Plan and participate in the Safe Routes to School Program.	TA, Planning & Highway Dept	X	25-50%				DPW: (25%) The Complete Streets grant application is in process. PB: (50%) State has approved Pepperell's prioritization plan. SRTS program application submitted by school system, not Planner/Town Administrator
4.6 - Consider establishing a bike-share program by contracting with a private company that provides the bikes and operates the system at no cost to the town.	Recreation Commission and EDAC			X			EDAC: Do not see as viable for Pepperell Rec Comm: EDAC is addressing
4.7 - Update the town's subdivision regulations to clarify language regarding sidewalk requirements, and establish a sidewalk fund where a developer may make a contribution in the event that a sidewalk requirement is waived for a specific project.	Planning Board			X			PB: Dependent on grant opportunities and sufficient Planner availability; 2022
4.8 - Pepperell public safety officials and the regional school district should collaborate on a bicycle and pedestrian safety program for school-age children.	Police Department (Chief David Scott)			X			We will discuss this with our schools.
4.9 - Address the downtown parking issues by using kiosks and signage to direct rail trail users to the designated parking lot behind the former jail building and by including such information on the town and state websites.	DPW, DCR	X	50%				DPW: Wayfinding signage installed Fall 2020.
5.1 - Work with the Northern Middlesex Council of Governments to update the 2014-2018 Pepperell Affordable Housing Production Plan (AHPP).	Affordable Housing Committee				X	Sep-20	Approved by DHCD 10/1/2020
5.10 - Develop an Affordable Housing Trust to partner with the Pepperell Affordable Housing Committee to work with developers to produce neighborhood friendly projects.	Affordable Housing Comm (Lead), Select Board (M Scarsdale)	X	75%				AHC: Article Warrant submitted to Town Administrator 3/21 to be included on June 2021 Town Meeting agenda. SB: Civic Engagement Night (CEN) Team produced PPT for next CEN (to be scheduled). Will be warrant article for Spring Town Meeting.
5.11 - Once the Community Preservation Act (CPA) is adopted, finance the Affordable Housing Trust initially through CPA funds and then use developer funds in lieu of affordable housing units to increase the availability of funding for future affordable housing developments.	Select Board, Affordable Housing Trust, Affordable Housing Committee and Community Preservation Committee (to be formed)			X			CPA not adopted SB: Needs rich organic outreach for education. Involve CEN/AHT/AHC/CCC/COA. Select Board contact is MS
5.12 - Encourage the Pepperell Housing Authority to work closely with the newly created Affordable Housing Trust to determine how each entity's resources could be maximized in creating affordable housing units.	Pepperell Housing Authority, Affordable Housing Trust (to be formed)			X			Pepperell Housing Auth (PHA) is a state entity; not managed by town. Affordable Housing Trust in not yet in existence. When and if a Trust it is formed, the Trust may reach out to the PHA to open communications and discuss potential for aiding each other.
5.13 - Access existing resources related to first-time homebuyer and foreclosure assistance programs.	Pepperell Affordable Housing Committee				X		Resources available through regional agencies (CBA in Lowell, CTI in Lowell)
5.14 - Develop a project under the Green Communities, MVP and other funding sources to address climate change and sustainability issues as an example of what can be accomplished locally in conjunction with the Enterprise Community Partners, the Commonwealth of Massachusetts and private developers.	Climate Change Council (Lead), Select Board (T Beattie), Town Administrator, DPW	X	5%				CCC: Investigating net-zero housing project SB: Through the MVP, Town applied for culvert (stormwater management funding). Denied. Lisa Davis/P. Terrasi/K. Kalinowski ill re-apply in 2021.
5.15 - Utilize the resources provided by the MassHousing Partnership to study and consider the adoption of an Inclusionary Zoning Bylaw.	Planning Board			X			PB: Dependent on sufficient Planner availability; 2023
5.2 - Use the DHCD-approved Housing Production Plan (HPP) as a management tool to develop new affordable housing opportunities in meeting the Town's annual housing production goals.	Affordable Housing Committee	X	25%				AHC reviewing potential properties identified in HPP to solicit proposals through RFP process.
5.3 - Encourage the production of multi-family rental units as a means of making progress toward DHCD's 10% affordability goal, thereby allowing Pepperell to attain "safe harbor" status.	Affordable Housing Committee	X	25%				This standard will be included in RFP to potential developers.
5.4 - Establish a mechanism to monitor and maintain existing affordable housing units.	Affordable Housing Committee	X	10%				Once affordable housing trust and CPA are adopted, this outreach can be accomplished

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5.5 - Utilize the Pepperell Affordable Housing Committee, the Pepperell Housing Authority and non-profit developers, such as the Coalition for a Better Acre, Common Ground Development Corporation, Inc., and Habitat for Humanity, to develop local affordable housing development capacity.	Affordable Housing Committee			X			
5.6 - Apply for designation as a Housing Choice Community if the Town meets the housing production eligibility. If designated, apply for Housing Choice Capital and Technical Assistance Grants.	Town Planner			X			PB: Pepperell is ineligible until at least 2022. New units must have annual increase of 3% to qualify. Revisit in 2022.
5.7 - Utilize state and local funds and other "tools", such as Chapter 40R, Inclusionary Zoning and "friendly" Chapter 40B developments, to increase the supply of affordable housing.	Planning Board, Zoning Board of Appeals			X			PB: Dependent on sufficient Planner availability, currently not enough resources; TBD
Deleted. This rec has been combined with 6 design-related recs, all now under #2.12. Combined recs are: 2.12, 2.13, 2.14, 2.18, 2.19 and 5.8.	Affordable Housing Committee, Zoning Board of Appeals						
5.9 - Establish a process and criteria to review and determine the disposition of any taX title properties as they become available. All town organizations that may have an interest in the property should be included. (text edited and approved by PB on 2/1/2021)	Town Treasurer (D. Nutter)				X		SB: MP Recs 5.9 and 6.2 were completed by a single action. A process document, including criteria for decision making establishes a 2/yr circulation of TaX Title properties to all orgs in town that may have an interest in the property. The document is on file with the TaX Collector. TA presented to staff. Process coord with TaX Collector, TA, CA and SB member Scarsdale.
6.1 - Implement the Seven-Year Action Plan outlined in the 2016 Pepperell Open Space and Recreation Plan.	Conservation Commission, Recreation Commission	X	See items identified in OSRP tab				Rec Comm: Recreation feels that they can support the Seven Year Action Plan but they are not the lead group.
6.10 - Continue to eXpand upon the work undertaken by the Conservation Commission, Recreation Commission and Nashoba Conservation Trust by further integrating recreation and environmental protection through initiatives, such as nature walks, establishment of an environmental education center, fitness trails and interpretative trails.	Conservation Commission (P. Terrasi), Recreation Commission	X	Ongoing effort				Ongoing - All organized walks/events have been temporarily suspended due to COVID but will resume once authorization is given by the Governor
6.11 - Prepare an ADA Transition Plan for town-owned conservation and recreation properties. Apply for grant funding from the Massachusetts Office on Disability to implement needed accessibility improvements.	Conservation Commission, Recreation Commission, Town Administrator, Comm on Disabilities	X	Ongoing effort				Cons Comm: The Commission and our land protection partners have evaluated most of our conservation areas for possible ADA compatibility. We hope to eXpand the availability of ADA accessible trails in the future. Comm on Disabilities: (20 %, in process) The ADA transition grant has been applied for and we are awaiting word on whether we were successful. Part of the requirement is that we have an active Comm. On Disab. I have recruited three members but the Charter calls for a 9 member board. I am asking the SB to reduce this to five so that we can begin work. I will further ask the Charter Review Committee to make the change permanent. Rec Comm: Not started: Will require support for grant writing.
6.12 - To address climate change and resiliency, apply for state Municipal Vulnerability Preparedness action grant funding to implement the recommendations contained within the MVP plan.	Town Planner, Town Administrator	X	10%				PB: Town plans to submit application for FY22 action grant cycle currently developing submittal
6.13 - Implement the recommendations outlined in the Pepperell Fields and Hard Courts Facilities Master Plan as resources permit. The Recreation Commission and Board of Health should assess whether the use of artificial turf presents an unacceptable health risk based on the latest available research.	Recreation Commission, Board of Health			X			Rec Comm: Briefly discussed. Commission understands the importance of this initiative.
6.2 - Establish criteria for determining which town board or commission is given care and custody of lands acquired in fee, through donation, or by tax title foreclosure.	Select Board (M Scarsdale)				X	3/31/21	SB: MP Recs 5.9 and 6.2 were completed by a single action. A process document, including criteria for decision making establishes a 2/yr circulation of TaX Title properties to all orgs in town that may have an interest in the property. The document is on file with the TaX Collector. TA presented to staff. Process coord with TaX Collector, TA, CA and SB member Scarsdale.

Master Plan Recommendations		Assignees	Jan-Mar 2021, Status Update				
Recommendation	Primary Responsibility and Points of Contact	In Process	% Complete (est)	Not Started	Completed	Date Completed	Results / Status
6.3 - Business/corporate donations and sponsorships should be explored as a means of supporting conservation and recreation projects.	Select Board			X			SB: Needs to be ascertained. Not SB
6.4 - Protect additional open space on an ongoing basis, prioritizing the following: parcels located in the WRPOD; remaining farmland; lands that extend protected corridors along the Nissitissit River, Sucker Brook, and Mine Brook; additions to the west bank of the Nashua River greenway; the remaining gaps in the open space network located between Lawrence Street and Boynton Street, and between Hollis Street and Brookline Street; open space network connections to protected parcels in neighboring towns; historical sites, areas and landscapes; important habitat areas; and forested lands.	Conservation Commission (P Terrasi)				X		A list of WRPOD parcels within priority areas has been created. This is not a public document.
6.5 - Continue to pursue Agricultural Preservation Restrictions (APR) and Conservation Restrictions (CR) for acquired farmland, forest land, riparian corridors, and water supply areas.	Agricultural Advisory Board, Conservation Commission (P Terrasi)	X	Cons Comm: This is an ongoing effort. Ag Bd: 15%				Cons Comm: Terrasi introduced APR Lands Agent/Ashley Davies and APR Stewardship Agent/Chris Chisholm to the Ag Board and worked with the Ag Board to schedule a virtual meeting in January 2021, to provide an overview of the APR Program to the Ag Board and several local farmers (meeting was recorded for future viewing). The Commission often reaches out to property owners, often including other land protection agencies, to discuss land preservation options. The Commission worked with the Ag Board in April 2021 to create a list of potential APR properties for review by MDAR for prime/important soils. Ag Bd. Initiated 1st public review of APR with MDAR. Follow-up conversation re: inventory of prospective lands for inclusion in APR program; introduction to NRCS "Farmlands of Local Importance" initiative.
6.6 - Establish trail linkages between conservation areas and pursue easements needed for future linkages. Work with proponents of future development projects on preserving the easements and rights-of-way needed for these connections. Coordinate with neighboring communities on linkages at the town boundaries in order to establish a regional network.	Conservation Commission (P Terrasi), Planning Board	X	Ongoing effort				Ongoing efforts continue to identify and create trail connections, both within Pepperell and with abutting communities. The Conservation Commission and our land protection partners (private and state) are always looking to identify trail connections with abutting towns and with NH (we work with Hollis and Brookline). The second part of this recommendation highlights the need to identify trail connections when planning future development projects. This is an opportunity to ensure the update to the OSRD includes language to evaluate future trail connections when identifying the open space selected as part of a project. PB: Conservation Commission has ongoing efforts to identify opportunities for trail linkages. Efforts on this recommendation for Planning Board will be covered in OSRD update, with language to evaluate future trail connections.
6.7 - Continue to develop and update management plans for all conservation areas and town-owned forests as resources permit.	Conservation Commission (P Terrasi), Fire Chief (Tree Warden), Highway Supt	X	Currently 90% This is an ongoing effort. Management plans are in place for most larger conservation areas and the Plans are updated periodically. Changes to Management Plans become necessary from time to time.				Cons Comm: Most of the larger town-owned conservation areas have management plans. DPW: Not clear as to DPW connection for this item
6.8 - Encourage forest landowners to enroll in Chapter 61 and provide information on available assistance from the Conservation District and the New England Forestry Foundation.	Town Assessor (M. Bolger)			X			No report

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Recommendation	Primary Responsibility and Points of Contact	In Process	% Complete (est)	Not Started	Completed	Date Completed	Results / Status
6.9 - Promote the conservation and recreation areas and programs through the Town's website, social media, the Recreation Commission quarterly flyer, the Albert Harris Centernewsletter, and by posting flyers and notices at the Library, Community Center, at conservation area kiosks, and at the North Central Massachusetts Regional Visitor's Center. Future publications should incorporate information on recreation, conservation and historic sites, programs and events that are available or planned in Pepperell. These events, sites and programs should be promoted through wayfinding kiosks and the local Pepperell channel.	Conservation Commission (P Terrasi), Recreation Commission, Historical Commission (Diane Cronin)	X	Ongoing effort				When public gatherings are allowed to commence (with the Governor's approval) future walks and events will be advertised in the Albert Harris Center Newsletter and the Recreation Commission newsletter, in addition to current outreach methods
7.10 - Continue to work collaboratively with neighboring communities and the Northern Middlesex Stormwater Collaborative (NMSC) on the implementation of, and compliance with EPA MS4 Stormwater Permit. Educate businesses, residents and homeowners on best practices for managing stormwater and protecting water quality.	Conservation (P Terrasi) and DPW staff, NMCOG	X	Evergreen (ongoing) As long as Stormwater is an EPA requirement, this will continue to be an ongoing effort.				Cons Comm: Stormwater compliance is dictated by the EPA permit, which requires an educational component DPW: We continue to work collaboratively with the NMCOG SW collaborative as well as our consultant to maintain MS4 compliance. Ongoing public education and messaging is an integral part of the annual compliance effort.
7.1 - Investigate the feasibility of establishing a National Register district in Railroad Square/East Pepperell, and in other appropriate locations.	Historical Commission (Diane Cronin)			X			Hist Comm: Need to Investigate the current criteria for inclusion to determine if sites qualify.
7.11 - Establish a "Detection and Response" plan to address invasive plant species. Educate homeowners and the agricultural community on the importance of using native plantings, and on how to detect and report the presence of invasives.	Conservation Commission	X	25%				The Invasives Committee has been created, reporting to the Select Board
7.12 - Revise and update the Town's development regulations to strengthen environmental protection, consider climate change, protect forested habitat, and address water quality issues. Such changes should include a more rigorous sedimentation and erosion control plan, stormwater management requirements, and provisions for low impact development (LID) and green infrastructure.	Planning Board, Conservation Commission	X	The Stormwater Bylaw is 90% complete but requires TM approval. The Stormwater Regs are approximately 70% complete but require Planning Board approval. I suggest you look at the % complete provided by Ken K, who is the lead.				Cons Comm: Pepperell's Stormwater Bylaw and Regulations will require a sedimentation and erosion control plan and stormwater management compliance. PB: (not started) after 2022
7.13 - Develop an educational brochure for homeowners, developers, contractors, landscapers, and facility managers on best practices for reducing the use of fertilizers, pesticides and deicing chemicals, and for improving soil conditioning and health.	Climate Change Council (Lead)	X	50%				CCC: Drafted outreach plan, v1. Rough draft brochure. Collaboration with Library. Planned two webcasts: one on reducing chem use on yards; 2. healthy soil.
7.14 - The Scenic Road Bylaw should be reevaluated and revised to better define what constitutes a scenic road, and additional public education should be provided to increase the awareness and knowledge of residents regarding the bylaw.	Select Board (JM Scarsdale), DPW			X			DPW: not started SB: Table until Town Elections 4/26
7.15 - Adopt a tree retention bylaw to encourage the preservation and protection of trees during significant construction activity.	Planning Board, Climate Change Council	X	5%				CCC: Examining bylaws currently implemented in other towns PB: 2022
7.16 - Implement the Conservation Commission-approved recommendations contained in "Toward a More Sustainable and Resilient Pepperell".	Conservation Commission, Climate Change Council		See tab for Toward a More Resil....				See comments provided under tab for Toward a More Resilient.....Pepperell

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Recommendation	Primary Responsibility and Points of Contact	In Process	% Complete (est)	Not Started	Completed	Date Completed		
7.17 - Promote the agricultural economy by encouraging: the preservation of agricultural lands through APRs and Conservation Restrictions; farm-to-table restaurants; a "buy local" campaign; community supported agriculture (CSA); community gardens; and agri-tourism.	Agricultural Advisory Board, Economic Development Advisory Board	X	10%				Ag Bd: Planning Open Farm Days program to encourage local awareness of Pepperell Farms. Proposed town warrant article to convert Ag Board to an Ag Commission with eXpanded authority to acquire local farmlands, manage local farmlands, create community gardens, seek grants monies for farm infrastructure. EDAC: Ag working with dairy farms and working on DBIC grant due April 1, 2021 related to an Agri tourism grant. EDaC to contact Russ/Gary Wilkins for follow up on current farm stand and available property. Farming community will identify what their needs and wants are through the Ag. Committee. EDaC to speak with Carl Hills at Kimball's Farms in the spring. Community Garden opportunity was reviewed between Chairs.	
7.18 - Work with local farm owners and the Massachusetts Department of Agricultural Resources (MDAR) to identify funding for a local agricultural plan that addresses agricultural preservation and helps promote the stability and possible growth of the local agricultural economy.	Agricultural Advisory Board, Economic Development Advisory Board	X	10%				Ag Bd (10%) : Proposed adoption of Ag Commission which includes in its authority development of a local agricultural plan. Begun identifying grant programs run by MDAR as well as USDA for farmland preservation. EDAC (not started) : Presentation held in 2021 for farmers on the MDAR program by the AG. Board. Currently the Ag and Conservation Commissions are addressing. EDaC could be involved with Agricultural /Equine tourism.	
7.19 - Develop a prioritization plan for lands classified under Chapters 61, 61A and 61B, so that the Town is prepared to act quickly when parcels become available for possible acquisition. In addition, the Town should address parcels that do not comply with the requirements set forth in Chapters 61, 61A and 61B.	Select Board (T Beattie), Town Administrator, Cons Comm, Town Planner, Agricultural Advisory Board, Town Forest Comm, Rec Comm	X	20%				Cons Comm: The ROFR (right of first refusal) option for Chapter 61 properties is dictated by MGL but, if the town is serious about being prepared to act quickly, the only thing lacking is funding. Funding has to be readily available because 120 days is not a long time to come up with funding. It is eXtremely rare that a ROFR is offered to the town. Most of the Chapter 61 properties are already prioritized as WRPOD or non-WRPOD parcels for protection, with water supply protection at the top of the list. The Select Board, ConsCom, Planning Board, and Assessor are required to be notified when a ROFR is available for a property. The various boards/commissions report to the Select Board if they are interested in eXercising a ROFR, or not. The Select Board has the responsibility of following up with the property owner. Re: The town and noncompliance with Chapter 61: Yearly, property owners file a Chapter 61 application with the Assessor indicating those portions of their property in Chapter 61. If this document is not filed on time, the Assessor removes the property from Chapter 61 status. PB: timeline dependent on SB priorities SB: AG Board is working on prioritization plan. T. Beattie needs clarification on 2nd part of this goal. DPW: Not clear as to DPW connection for this item	
7.2 - The Town should pursue the listing of qualifying properties on the National Register and on MACRIS. There are many historic assets, including buildings, monuments and cemeteries, which are clearly eligible for inclusion. The Town could apply for state grant funding to undertake this work.	Historical Commission (Diane Cronin)	X	20%				Hist Comm : Spreadsheet created identifying over 450 structures sorted by street name for future inclusion in MACRIS. Budget request submitted. SB : Collaboration with Sen. Ed Kennedy on legislation that has been filed to allow Towns to decide for themselves RE: dual use. Bill is active at State House.	
7.20 - Town officials should work with local legislators on modifications to the Chapter 61A program that would allow farmers to construct solar energy facilities on their property, as long as such facilities do not interfere with the active cropland.	Select Board (T Beattie), Agricultural Advisory Board	X	15%				Ag Bd : Tony Beattie has taken the lead on this recommendation, contacting Senator Kennedy to sponsor a Senate Bill SD 2106 to allow farms to construct solar energy infrastructure on their farmlands. SB : Collaboration with Sen. Ed Kennedy on legislation that has been filed to allow Towns to decide for themselves RE: dual use. Bill is active at State House.	
7.21 - Further investigate the establishment of a food hub at the Peter Fitzpatrick School, which would be beneficial to local farmers in terms of value-added agriculture.	Select Board (T Beattie), Agricultural Advisory Board, Economic Development Advisory Board	X	12%				Ag Bd : Have had an initial conversation with the Peter Fitz Collaborative about establishment of a commercial kitchen at the school, as well as Food Hub and Farmer's market. Tony Beattie and Amanda Huntington visited UTEC commercial kitchen in Lowell. SB : Amanda Huntington of The Fitzpatrick Collaborative has taken this on. Zoning issue must be addressed to allow this.	

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Recommendation	Primary Responsibility and Points of Contact	In Process	% Complete (est)	Not Started	Completed	Date Completed	Results / Status
7.22 - The Pepperell Agricultural Advisory Board should reach out to the regional school district regarding the possibility of including locally sourced food in the school lunch program. In addition, education on local agriculture and the benefits of sound nutrition should be incorporated into the school curriculum.	Agricultural Advisory Board, School District			X			
7.3 - Consider the establishment of one or more local historic districts through the formation of a Historic District Study Committee.	Historical Commission (Diane Cronin)	X	15%				EDaC: Worcester Food Hub was visited by Ag. Representatives. Could include a commercial kitchen and EDaC would be involved. Agricultural tourism could be part of this initiative. EDaC visited food hub with Ag. Reprs. EDaC/ Ag Commission to follow up with T. Beattie re: kitchen. Hist Comm: Historical Commission needs to investigate this as two quality attempts have failed in the past.
7.4 - Pepperell should consider adopting a Demolition Delay Bylaw to protect historic resources. A twelve-month delay period is recommended.	Historical Commission (Diane Cronin)			X			Hist Comm: PHC recommends Pepperell consider adopting the bylaw after adopting the Community Preservation Act.
7.5 - The Master Plan Advisory Committee strongly recommends that Pepperell adopt the Community Preservation Act to provide resources for historic preservation and restoration, open space, recreation and affordable housing.	Select Board (M Scarsdale), Hist Comm, Rec Comm, Cons Comm, Affordable Hsg Comm, Ag Board	X	1%				Cons Comm: Rob Rand has volunteered to represent the Conservation Commission for this recommendation. There is considerable work to be done. CPA committee has been established, not yet convened. Hist Comm: Liason (Ron Karr) from the Historic Commission identified to work with the Community Preservation Act Committee. Budget request submitted to develop a survey on historic preservation. AHC: Brian Keating will represent AHC when CPA committee is convened. PB: C. Campetti will represent PB when committee is convened.
7.6 - Using the principles of historic preservation, conserve and protect town owned structures and properties of historic significance. In particular, Town Hall, Lawrence Library, Shattuck School, the covered bridge, the Old Jail, the DAR building. Historic and memorial sites, and other structures like the Peter Fitzpatrick School should be included in historic preservation planning. Our cemeteries should also be well documented and maintained. (teXt edited as approved by PB on 2/1/2021)	Select Board (W Greathead), Town Administrator, Historical Comm	X					Hist Comm: Discussions with TA and DAR regarding preservation and funding for the DAR building/School House #1. PHC is working with TA on current repairs to Town Hall. A listing of the oldest cemetery headstones and condition information is mostly complete. SB: RE: the cemeteries: WG had initial conversations with Terry Spaulding. SB needs to get updated on what was outcome.
7.7 - The Town needs to address the storage of town records and documents as soon as possible. As resources allow, historic documents should be scanned and digitized. All documents and records should be stored in a protected and safe location. An index should be developed listing each record, its storage location, condition, and responsible steward. An official policy is needed to address records/document retention, preservation and disposal criteria and processes.	Town Clerk (B. Montesanti, Historical Commission (Diane Cronin)			X			Hist Comm: Preliminary assessment identified the most historic records are not at risk. Budget request submitted for funding. Town Clerk: This is a long term project and at this point I have not had an opportunity to evaluate this project and the work to be done nor is the funding available at this time. Not started, quote from 2019 to begin the digitization was forwarded to Deb Fountain.

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Recommendation	Primary Responsibility and Points of Contact	In Process	% Complete (est)	Not Started	Completed	Date Completed	
7.8 - Promote and market the Town's historical and cultural resources to foster a greater sense of appreciation and stewardship, and for economic development. As part of this effort, plaques could be provided for display on historic properties. In addition, a "self-guided walking tour" of historic areas should be developed.	Historical Commission (Diane Cronin)	X					Hist Comm: Wayfinding signs designed and installed. Edited the Walk Bike Pepperell map to add historic sites. Historic sites are being listed in Googlemaps and links to descriptions are in progress. Three information kiosks purchased. Content outline created and a template is started to aid in the development of printed information in the kiosks. Budget request made for funding.
7.9 - Work with the School District to include town history, local agriculture, and the natural resources of Pepperell within the curriculum.	Historical Commission (Diane Cronin), Agricultural Advisory Board, Conservation Commission (P Terrasi)	X	5%				Cons Comm: (in process) Rob Rand, as a former teacher, has volunteered to reach out to the schools. He has already spoken with other departments who are responsible for their recommendation. Ag Bd: Not started Hist Comm: (in process) List of content sources started beginning with Prudence Wright to submit to school as part of a recommended curriculum by grade/age level. Other topics include Colonel Prescott, Industrial History, Railroad History. Initial strategy discussion with member of Pepperell Agricultural Board.
8.1- Implement capital improvements needed to address maintenance, repair, and renovation issues for all Town facilities. (teXt edited as approved by PB on 2/1/2021)	Select Board (W Greathead), Town Administrator	X	15%				SB: Capital improvement plan done. Building Committee proposal for PD/FD/Communications. Re-assess assignment after 4/26/21 elections.
8.10 - a) Proposals should be sought from telecommunications companies that offer low-cost cable and internet services across the town, including for seniors, low-income residents and those with disabilities. b) Public access and local programming should also be considered as part of any proposal. c) Alternatively, the Town could explore the possibility of establishing a local telecommunications wired service center with Pepperell Community media.	Cable Television Advisory Committee, Select Board	8.10c	8.10c- 75%		8.10a & b	4/20/20	8.10 a & b - Repeated proposals and inquiries over the past 10 years reveal the Pepperell market to be too small for competing cable service. Most recent confirmation was April 2020. PCM already subscribes to the emergency Broadband Benefit network to help low-income Americans pay for broadband service and equipment. This is no longer part of negotiations with service provider. Our cable franchise agreements allow up to 5% of the gross annual revenue of the provider to support local access and public programming. 8.10c - Pepperell has a limited wired network with fiber lines to most frequently-used town buildings. Expansion to include PFS and Community Center is currently being negotiated. Options beyond this would need to be self-funded. SB: Needs Assignment. After 4/26 election
8.11 - Work with the major cell phone carriers to better understand coverage dead zones within Pepperell and the infrastructure enhancements that would be needed to address them.	Town Administrator			X			TA has not yet started this process but will add to spring 2021 plans. The ARP includes funds for broadband services, possibly a way to improve this delivery.
8.12 - Recommendation deleted, as recommended by the TA and CCC and approved by PB on 2/1/2021)	Select Board (T Beattie)						
8.13 - Update and revise the town charter to reflect current operations, and managerial, board, and committee duties, roles and responsibilities.	Select Board (T Beattie), Charter Review Committee (M Jussaume)	X	75%				Charter revisions for relevant portions of articles 2 Legislative Branch, 3 Elected Officials, 4 Town Administrator, and 5 Administrative Organization have been drafted. A final refinement will be needed for completion.
8.14 - Continue to pursue regionalization opportunities, including the regionalization of dispatch services with the towns of Ashby and Townsend.	Select Board (M Scarsdale), Town Administrator	X	75%				SB: Ashby regionalized with PRECC/Townsend in FY23. Other regionalization opportunities (CCC, Facilities Manager, HR?) ongoing.

Master Plan Recommendations		Assignees	Jan-Mar 2021, Status Update				
Recommendation	Primary Responsibility and Points of Contact	In Process	% Complete (est)	Not Started	Completed	Date Completed	Results / Status
8.15 - Building upon its Green Community designation, the town should pursue additional opportunities to advance and promote renewable energy. The Town should increase public awareness of renewable energy and energy efficiency grant programs for residents and businesses, by distributing information through town-wide mailings, getting the word out through social media, and posting information on the town website. Such programs currently include Solarize Mass, PACE, and the Mass Solar Loan program.	Town Administrator, Select Board T Beattie), Climate Change Council	X	5%				CCC: The following working goals to be done by year's end: The information gathering continues Warrant article to initiate the process to authorize aggregation by majority vote at Fall Town Meeting. CCC: Multiple talks planned in conjunction with Lawrence Library and CounterAct climate change; Ken to work with town IT director to set up a local "clean energy" page on town website CCC: "The following working goals to be done by year's end: The information gathering continues Warrant article to initiate the process to authorize aggregation by majority vote at Fall Town Meeting. Consult with DOER and start process of choosing an Aggregator, devise and RFP."
8.16 - Acquire the town's streetlights from National Grid and convert them to LED lighting that is compliant with International Dark-Sky Association (IDA) standards.	Select Board (A. MacLean), Town Administrator	X	80%				SB: Only TA, not Select Board, too. (Waiting on National Grid to sign the contract that allows us to buy the streetlights).
8.17 - Community facilities should continue to be retrofitted with energy efficient lighting, appliances, heating and cooling systems, windows and doors, to reduce energy consumption.	Town Administrator, Select Board (T Beattie), Climate Change Council (B. FaXon, R. Cataldo)	X	10%				SB: Lead is Climate Change Council. Will MPIT work with them for update, or should SB provide?
8.18 - Consider retrofitting community facilities with solar canopies or rooftop solar.	Town Administrator, Select Board T Beattie), Climate Change Council	X	5%				CCC: Contacted Andrew MacLean to determine what work, if any, has already been done on this issue. He indicated that not very much has been done (eXcepting solar on Varnum Brook). He identified two key issues: 1) roof quality (varies building by building); and 2) Pepperell already has a power purchase agreement (20-year contract). Possible neXt steps: analyze which town facilities are most promising for rooftop solar (using PVWatts); investigate business models for rooftop solar in which town would not need to purchase the power. Need to contact Andrew for a list of town properties (Ken will add this to an email he's preparing). SB: Lead is Climate Change Council. Will MPIT work with them for update, or should SB provide?
Deleted; duplicate of Rec#4.21; approved by PB on 2/1/2021	Town Administrator, Select Board (T Beattie)						
8.20 - Implement the wastewater infrastructure repairs identified in the recently completed Inflow and Infiltration (I/I) study.	DPW	X	10%				DPW: These updates will be programmed into the Wastewater operation plan as budget allows.
8.2 - Replace the Emergency Management Garage located to the rear of Town Hall.	Select Board (M Scarsdale)				X		Change Select Board to TA
8.21 - Develop a community engagement program to educate residents on town issues, improve communication between residents and town government, and build trust among community members.	Select Board (M Scarsdale), Town Administrator				X ongoing		SB: Community Engagement Night fully operational and robust. OK to delete TA from Column D

Master Plan Recommendations		Assignees	Jan-Mar 2021, Status Update				
Recommendation	Primary Responsibility and Points of Contact	In Process	% Complete (est)	Not Started	Completed	Date Completed	Results / Status
8.3 - Create a Facilities Manager position, perform a condition assessment of all town-owned properties and develop a facilities management and maintenance plan.	Select Board (W. Greathead), Town Administrator			X			SB: Reassign SB after Town elections.
8.4 - Investigate the feasibility of replacing the Police Station building, and upgrading or replacing one or both fire stations.	Select Board (W. Greathead), Town Administrator	X	90				SB: Change to MS as responsible party. Building Committee has completed their investigation and have recommendation. To come before Spring Town Meeting 2021 for town vote.
8.5 -The Town should continue to pursue the renovation and reuse of the Peter Fitzpatrick School and perform a thorough professional assessment of the condition of the property by a structural engineer, architect and/or contractor, in order to identify existing and future improvements needed to ensure that the building is functional and code compliant.	Select Board, Town Administrator	X					SB: Update to come from TA. Select Board member to be assigned after 4/26/21 election.
Rec has been combined with Rec# 7.10, as approved by PB on 2/2. Budget request data was also moved.	DPW, Conservation Commission						
8.7 - Plan for the projected increase in older residents in terms of the demand for senior services and programs, possible expansion or replacement of the Albert Harris Center, the growing demand for transportation services, and the need for accessibility accommodations at town-owned properties.	Council on Aging, Select Board (M Scarsdale)			X			SB
8.8 - Complete the age- and dementia-friendly designation process through the Council on Aging.	Council on Aging			X			No Report
8.9 - As a means of reducing the town's solid waste disposal costs, provide ongoing public education regarding the recycling program, implement a more robust composting program, investigate ways to use recycled products and materials in construction and development projects, and consider implementing a food composting program for the schools and the Albert Harris Center.	DPW, Town Administrator, Board of Health	X	10				DPW: The Transfer Station continues to offer cost effective recycling opportunities that work within the constraints of the operational budget and secondary markets. Public education is conducted continually thru the website, annual advertising, and periodic site enhancements. BOH: (10%)See "Beyond the Bin" on the town web site. BOH will update the website with more information. BOH will require meeting with DPW to discuss food composting program for schools and Albert Harris Center. .

OPEN SPACE & RECREATION PLAN (OSRP) RECOMMENDATIONS				Jan-Mar 2021, Status Update					
Other Related Recs	OSRP Sub_rec#	Recommendation/ Action	Responsible Parties	In Process	% Complete (est)	Not Started	Completed	Date Completed	Results / Status
6.4, 6.5, 6.7	OSRP.1.1	Study & prioritize for protection all privately owned open space parcels in the Water Resource Protection Overlay District (WRPOD).	CC (Conservation Commission), DPW (Dept. Public Works)				X		Cons Comm: A list of WRPOD and non-WRPOD parcels within priority areas has been created. This is not a public document. DPW: not started
6.4	OSRP 1.2	Develop protection plans including acquisition and conservation restrictions to be held by the town or a land trust for WRPOD parcels.	CC/DPW	X	Ongoing effort				Cons Comm: Protection plans are identified once a specific parcel becomes available. Once a parcel becomes available, whether it occurs when a property owner contacts the Commission or another land protection organization, including State land protection agencies, or a property owner wants to donate a property, or the interest to sell a property comes up in conversation with a property owner, we begin the process of identifying how we will use the tools (i.e. bringing multiple land protection organizations together and/or applying for grants) and funding available to identify how we will proceed with the fee interest purchase or a CR in the property.
6.2	OSRP 1.3	Investigate eligibility of town- owned lands, including tax title properties, to be added to open space and/or recreation inventory.	CC, DPW, Tax Collector, SB (Select Board)				X		Cons Comm: Terrasi met with Deb Fountain and Debbie Nutter/Treasurer and Tax Collector to assist Deb Fountain drafted a policy to address tax title properties. DPW: Not clear as to DPW connection for this item
6.7	OSRP 1.4	Implement protection plans	CC, DPW	X	Ongoing effort				Cons Comm: See OSRP 1.2 above DPW: not started
6.4	OSRP 2.1	Study & prioritize for protection all non-WRPOD open space parcels.	CC				X		A list of WRPOD and non-WRPOD parcels within priority areas has been created. This is not a public document.
	OSRP 2.2	Develop protection plans including acquisition and conservation restrictions to be held by the town or a land trust.	CC	X	Ongoing effort				See OSRP 1.2 above
2.16, 3.13	OSRP 2.3	Identify properties within floodplain areas. Introduce a floodplain bylaw. Introduce a funding mechanism for the town to purchase properties located in floodplains as they become available.	CC, PB, SB, FinCom	X	10% complete to introduce a floodplain bylaw. With the adoption of new maps in the neXt year, floodplain areas will change. At that time, property owners will be alerted by FEMA if their properties are within the floodplain and the TOP will work with FEMA and property owners.				Cons Comm: Terrasi reached out to Joy Duperaut/State Floodplain Manager and forwarded a copy of the town's Floodplain Bylaw. Joy edited the current bylaw to comply with regulations but additional discussions and review will be necessary. A Letter of Final Determination (LFD) is eXpected to be issued in Dec. 2021 for the maps, and adoption of the maps and a Floodplain Management Ordinance will be required by June 2022 (Requires TM approval). PB: not started Fin Com: not started, begin in 2022.
	OSRP 2.4	Implement protection plans	CC	X	Ongoing effort				Cons Comm: See OSRP 1.2 above
6.5, 7.17	OSRP 2.5	Investigate parcels that qualify for inclusion in APR Program working with MDAR.	CC, Agricultural Commission (AC)				X		Cons Comm: The ag parcels being considered for preservation are included in the Priority Parcels list, which was updated and provided to MDAR's representatives on 4/1/2021 for evaluation as APR properties. This is not a public document.

OPEN SPACE & RECREATION PLAN (OSRP) RECOMMENDATIONS				Jan-Mar 2021, Status Update					
Other Related Recs	OSRP Sub_rec#	Recommendation/ Action	Responsible Parties	In Process	% Complete (est)	Not Started	Completed	Date Completed	Results / Status
6.5, 7.17	OSRP 2.6	Collect/develop/distribute information about APR Program to local farmers.	CC, AC	X	Ongoing effort				Cons Comm: The Ag Board should be able to take this on, with help, if necessary, from ConsCom. List has been updated and shared with Ag Board in April 2021. Ag Bd: (5% complete) Met with MDAR 3/29 to review land inventory in Pepperell for possible APR inclusion.
6.5, 7.18	OSRP 2.7	Identify funds to assist in purchase of APR's.	CC, AC	X	Ongoing effort				Cons Comm: The Ag Board should be able to take this on, with help, if necessary, from ConsCom. A Capital request for \$30K was requested for the FY22 budget.
7.16, 7.5, 6.8, 6.9, 7.19	OSRP 3.1	Identify workable structure for oversight group, e.g. appointment of committee by Selectmen, sub-committee of Conservation Commission, or other.	CC, RC (Recreation Commission), PB, SB			X			Cons Comm: The current and former TA did not want to implement an Open Space Committee so the Commission has taken the lead since 2016 and reached out to departments who should be involved. PB: not started
7.16, 7.5, 6.8, 6.9, 7.19	OSRP 3.2	Appoint members, including individuals, as an oversight group who can be liaisons to Conservation Commission, Recreation Commission, Finance Committee, and Planning Board.	CC, RC, PB, SB, FinCom			X			Cons Comm: The current and former TA did not want to implement an Open Space Committee so the Commission has taken the lead, since 2016, and reached out to departments and land protection partners to accomplish the goals identified in the OSRP. Fin Com: not started, begin in 2021
7.16, 7.5, 6.8, 6.9, 7.19	OSRP 3.3	Meet quarterly to discuss actions/schedule/updates for the oversight group.	CC, RC, PB, SB, FinCom			X			Cons Comm: No need for this group to form. TA does not support and all items are being addressed as part of MPI PB: not started
7.16, 7.5, 6.8, 6.9, 7.19	OSRP 3.4	Integrate plans for actions in Objectives 1-a and 2-a.	CC, DPW, PB, SB	X	Ongoing effort				Cons Comm: 1-a is to protect WRPOD parcels with high ecological value and 2-a is a recommendation to protect non-WRPOD parcels. These parcels are on
7.16, 7.5, 6.8, 6.9, 7.19	OSRP 3.5	Produce "vision map" of ideal Open Space network.	CC, RC, PB, SB				X		Cons Comm: Completed in 2018 PB: not started Rec Comm: no status reported
7.16, 7.5, 6.8, 6.9, 7.19	OSRP 3.6	Plan long-term funding mechanism to support open space projects.	PB, CC, RC, SB, FinCom	X	Ongoing effort				Cons Comm: For FY22, requested (from capital fund) \$50,000 to be used as a grant match or to contribute toward land protection eXpenses. CPA has been identified as a possible long-term funding solution. Fin Com: not started, begin in 2022. PB: not started Rec Comm: no status reported
7.5	OSRP 3.7	Implement CPA	PB, CC, RC, SB, FinCom	X	1% - Rob has volunteered to represent the Commission but there is a great deal of work needed				Cons Comm: Rob Rand has volunteered to represent the Cons Commission. Fin Com: not started, begin in 2024 PB: (5%) Have had conversations with Conservation and Affordable Housing on this issue, PB participating on CPA Committee (TBD).
6.13, 2.15	OSRP 3.10	Evaluate 50-acre town-owned parcel off Merrimack Drive, land behind Peter Fitzpatrick School, and other appropriate area for recreational facilities	RC, SB, CC, PB	X					Cons Comm: Recreation Commission has had conversations with TA regarding this property and discussions have taken place to investigate an access to this parcel. This property was intended to be used for recreational playing fields but public access has not been provided. PB: not started SB: need update from TA Rec Comm: no status reported
6.9, 6.10	OSRP 4.1	Install signs, kiosks, parking areas at all conservation areas, wherever possible.	CC	X	Ongoing effort				Cons Comm: The Commission is currently working with four Eagle Scout candidates to construct signs, benches, a picnic table

OPEN SPACE & RECREATION PLAN (OSRP) RECOMMENDATIONS				Jan-Mar 2021, Status Update					
Other Related Recs	OSRP Sub_rec#	Recommendation/ Action	Responsible Parties	In Process	% Complete (est)	Not Started	Completed	Date Completed	Results / Status
6.9, 6.10	OSRP 4.2	Publish trails map in cooperation with the Nashoba Conservation Trust (NCT). Include trail maps at all trailheads/kiosks.	CC, NCT	X	Ongoing effort				Cons Comm: The Nashoba Conservation Trust and the Town of Pepperell have created a trail guide, which is available online. Copies of the trail maps are provided at most trailheads. QR codes are provided at trailheads for those who prefer to use their phone to access trail maps. As new properties are purchased, new trail maps are added.
6.9	OSRP 4.3	Publicize conservation land and Conservation Commission events in the Recreation Commission quarterly flier and Senior Center Newsletter.	CC	X	Ongoing effort				Cons Comm: The Commission will add the Al Harris Newsletter and Rec. Commission newsletter to the outreach list of Commission-sponsored events
	OSRP 4.4	Issue periodic press releases about Conservation and Recreation Commission programs or decision	CC, RC			X			Rec Comm: no status reported
6.9	OSRP 4.5	Post fliers about upcoming events on conservation land kiosks and in the Library, Community Center, and Senior Center. Use social media such as Facebook and websites.	CC, RC	X	Ongoing effort				Cons Comm: The Commission will add posting fliers about upcoming events at the Library, Community Center, and Senior Center to their "outreach list" for events. A volunteer will be needed to update social media (FB). The town's website NewsFlash always lists ConsCom events.
6.10	OSRP 4.6	Hold public events such as guided walks on conservation land and advertise in local newspaper, websites, Recreation Newsletter, Senior Center Newsletter	CC, RC, Senior Center (SC)	X	Ongoing effort				Cons Comm: Except during COVID, the Commission has been sponsoring walks on various conservation areas several times each month. Once the Commission has approval to sponsor organized activities on conservation properties, the events will resume.
	OSRP 4.7	Initiate a natural history/conservation column in a local newspaper, on the website, or create a Blog	CC			X			
	OSRP 4.8	Promote educational programs run by groups such as the NRWA and the DFW, encourage such groups to use conservation land for their educational programs. Use Social media such as Facebook and websites.	CC	X	Ongoing effort				Cons Comm: The Commission will provide a link to DFW and NRWA events on the ConsCom webpage.
4.12	OSRP 4.9	Provide bike racks at conservation and recreation destinations.	CC, RC			X			Rec Comm: no status reported
	OSRP 4.10	Provide town-wide alternative transportation network, including off-road trails, sidewalks and bike lanes "Complete Streets" by working with town officials and NMCOG.	PB, CC, RC, DPW, NMCOG	X	The Planning Board is the lead on this recommendation and they should be able to provide a % of completion				Cons Comm: The Commission participated in the Complete Streets process to identify off-road trails/opportunities DPW: The Complete Streets grant application is in process. PB: not started Rec Comm: no status reported
6.11	OSRP 4.12	Posts information about accessibility of conservation and recreation lands and programs for people with disabilities and older residents.	CC, RC			X			Rec Comm: no status reported
2.13, 6.11, 4.4	OSRP 4.13	Install additional benches	CC, RC	X	Ongoing effort				Cons Comm: The Commission is currently working with four Eagle Scout candidates to construct benches on conservation properties Rec Comm: no status reported
6.11	OSRP 4.14	Implement one project per year to improve accessibility of conservation and recreation land.	CC, RC	X	Ongoing effort				Cons Comm: The Conservation Commission maintains parking lots, with help from DPW, and trails constantly. The Town DPW has been very helpful with maintaining parking areas and was very helpful with the Library ADA trail. Rec Comm: no status reported
	OSRP 5.1	Increase collaboration between Selectmen, Conservation Commission, Planning Board, DPW, and Town Forest Committee on town-owned open land management.	CC, SB, PB, DPW, Town Forest Committee (TFC)			X			Cons Comm: The Conservation Admin or a Commission member attends most evening meetings, when discussions involve conservation-related matters

OPEN SPACE & RECREATION PLAN (OSRP) RECOMMENDATIONS				Jan-Mar 2021, Status Update					
Other Related Recs	OSRP Sub_rec#	Recommendation/ Action	Responsible Parties	In Process	% Complete (est)	Not Started	Completed	Date Completed	Results / Status
	OSRP 5.2	Continue quarterly informational meetings for town department heads	SB	X					
	OSRP 5.3	Designate a specific representative of the town for each non-profit group and ask the representative to keep pertinent town agencies informed of issues and decisions.	CC	X	Ongoing effort				Cons Comm: The Conservation Administrator represents the TOP on the Wild & Scenic Stewardship Council. The Conservation Administrator is the VP of the Nashoba Conservation Trust. The Conservation Administrator works closely with the Squan-A-Tissit Chapter of Trout Unlimited to protect our coldwater fisheries.
	OSRP 5.4	Encourage commissioners and town staff to become active individual members of local groups such as the Nashua River Watershed Association and local land trust.	CC, PB, SB			X			Cons Comm: Members have been encouraged, and some are, active members of local groups. PB: not started
2.3, 2.6, 3.11	OSRP HLC 1	MIX land uses, where possible to create walkable neighborhoods (currently miXed use zoning can only be found on the former mill site).	PB, AHC			X			PB: not started
	OSRP HLC 2	Enact a leash law to make walking less intimidating for older adults concerned about unleashed dogs.	SB			X			SB: Would need to understand the need here
	OSRP HLC 3	Work with non-profit partners to provide enhanced home health services and elder care, and to provide additional counseling and mental health support groups.	COA, BOH			X			No status reported
2.12	OSRP HLC 4	Consider healthy community design in updating the Town's Master Plan and include a health advocate and an older adult on the MPC.	PB			X			PB: not started
6.6	OSRP HLC 5	To the eXtent possible, continue to interconnect the town's open space parcels, trail system and sidewalk system to create an eXtensive active transportation and recreation network.	CC, PB	X	Ongoing effort				Cons Comm: Connecting corridors, which provide trails for people and wildlife, are constantly being evaluated PB: not started
6.4, 6.6	OSRP HLC 6	Work with non-profit land trusts to increase the inventory of protected open space in Pepperell and establish trail connections into neighboring communities.	CC	X	Ongoing effort				Cons Comm: The Commission works with NCT, the Nissitissit River Land Trust, DCR, and DFG. Conversations with several of these organizations occur weekly, or at least monthly. Working with our non-profit partners has always been a priority because the town has not had funding for conservation land protection for many years.
7.16.3	OSRP HLC 7	Educate residents on avoiding tick-borne and mosquito transmitted diseases	BOH				X		Information from the government web site is on town web site. BOH to continue Tick Talks in town. Committee will do this annually.
6.10	OSRP HLC 8	Publicize the availability of the Town's Trail Map and Guide and make trail maps available at the trailhead	CC	X	Ongoing effort				The maps are at trailheads, online, and QR codes are at trailheads.
4.16	OSRP HLC 9	Educate users of the Nashua River Rail Trail on littering and the safety and courtesy rules for using the trail	Completed, (DCR)			X			Not within Town Control; state property
	OSRP HLC 10	Provide restroom facilities for users of the Nashua River Rail Trail	DPW			X			DPW: Not clear as to DPW connection for this item
	OSRP HLC 11	Provide positive police enforcement, reminding residents and visitors of the law pertaining to pedestrian, bicyclist and motorist safety	PD	X					This will likely come as a result of the committee's work.
2.12, 6.11, 4.4	OSRP HLC 12	Install additional benches in the vicinity of Lorden Hardware, at the recreation fields, along Main Street and along the Nashua River Rail Trail	DPW			X			DPW: This is not a DPW function and is handled thru Parks & Rec as well as private organizations.
8.7, 6.11	OSRP HLC 13	Provide affordable, inclusive and accessible recreation and transportation opportunities for older adults and those with disabilities, and improve access to Town Hall	Comm on Disabilities, COA, TA	X	5				Comm on Disabilities: I would separate the last phrase in the recommendation as it appears to be a separate issue. As for the rest of it. Same answer as below, overlapping with Recommendation 4.2 and we are exploring the opportunity to make this happen.
6.11, 2.12	OSRP HLC 14	Modify the Town's site plan review process and subdivision regulations to address the needs of older adults by focusing on universal access issues, site layout and circulation, pedestrian and bicycle safety and amenities, streetscaping, ADA compliance, sidewalk standards and lighting.	PB, AHC			X			PB: not started

OPEN SPACE & RECREATION PLAN (OSRP) RECOMMENDATIONS				Jan-Mar 2021, Status Update					
Other Related Recs	OSRP Sub_rec#	Recommendation/ Action	Responsible Parties	In Process	% Complete (est)	Not Started	Completed	Date Completed	Results / Status
4.3	OSRP HLC 15	Evaluate the condition of eXisting sidewalks and crosswalks and address uneven surfaces, cracks, tripping hazards and grade changes, and remove poison ivy from the sidewalk edges. The following problem locations for pedestrians were noted: Curb height in RR Square, the need for improved crosswalks and signage in the vicinity of the rotary, and pedestrian safety at the Lowell St intersection	DPW	X	15				DPW: Significant sidewalk hazards are/will continue to be investigated and addressed as staff and funding are available. RR Sq solution should be part of larger scale effort in this area to maXimize efficiencies. Annual roadside mowing and sidewalk clearing has resumed full functionality. Some items such as cross walks near rotary are included in the Complete Streets program.
4.3	OSRP HLC 16	EXtend the Town's sidewalk network, as funding becomes available, and develop a maintenance plan for this infrastructure	DPW			X			DPW: No known plans to eXtend sidewalk network.
4.5	OSRP HLC 17	Adopt a Complete Streets policy, develop a Complete Streets Implementation Plan and participate in MassDOT's Complete Street Grant Program	TA, PB, DPW	X	25				DPW: The Complete Streets grant application is in process. PB: (10%) Town Planner has worked on this for approx. 2 years
5.1, 5.12	OSRP HLC 18	Implement the Town's Affordable Housing Production Plan and work with the Housing Authority to address the modernization of senior housing	AHC			X			
8.7, 4.20	OSRP HLC 19	Work to address transportation options for older adults through the LRTA, COA and private transportation providers	COA, TA, Comm on Disabilities	X	5				Comm on Disabilities: Overlaps with Recommendation 4.2 and we are eXploring how to make this happen.
8.7	OSRP HLC 20	Consider the needs of the Town's growing older adult population in assessing the space and programming needs at the Senior Center	COA, SB, TA			X			No report
	OSRP HLC 21	Consider developing a community garden for older adults and other residents who may be interested in growing their own food	COA, Ag Adv Bd	X	5				Ag Bd: Held initial discussion with PACH Director, S. McCarthy. NeXt step is to hold a discussion COA on working this issue together.
2.13	OSRP HLC 22	Lead by eXample and establish municipal policies that encourage healthy community design, such as installing benches, water fountains, street trees, public restrooms, bicycle racks at municipal properties and withing the downtown business district	PB			X			PB: Recommend add SB as lead for this. PB can assist with working toward these goals but cannot make decisions for municipal property
3.15	OSRP HLC 23	EXamine town event and programming opportunities for community building such as street festivals, health fairs, public safety fairs, or a fall harvest festival	EDAC, Ag Adv Bd	X	10				Ag Bd: Ag Board is working on holding an Open Farm Days public event in 2021.
	OSRP HLC 24	Market active living opportunities to older adults through the Senior Center, newspapers, local cable, the town website, the Recreation Departement's Activity List and other venues	COA	X	Ongoing effort				No report
7.16.2	OSRP HLC 25	Work with the Recreation Dept and the Senior Center to organize walking events, such as senior walking groups and community-wide walking programs	BOH, COA, RC	X	25				BOH: Healthy Chapter and walking maps are on the website. Currently the walks are self directed. BOH could share information with Senior Center. BOH will follow up with Senior Center and Rec Comm this MP initiative.
	OSRP HLC 26	Educate older residents on safety and security issues through the Police Dept.	PD	X					This will likely come as a result of the committee's work.

TOWARD A MORE RESILIENT AND SUSTAINABLE PEPPERELL REPORT RECOMMNDATIONS					Jan-Mar 2021, Status Update					
Master Plan Rec	Sub_rec#	Recommendation	Report Element	Primary	In Process	% Complete (est)	Not Started	Completed	Date Completed	Results / Status
7.16		Implement the Conservation Commission-approved recommendations contained in "Toward a More Sustainable and Resilient Pepperell".	Natural and Cultural Resources							
	7.16.1	Promote heat island reduction strategies: erect cool roofs, green roofs, green spaces, and designs that minimize heat magnification	Heat and Air Quality	Climate Change Council, C. Walkovitch, K. Hartlage			x			
	7.16.2	Support implementation of DPH's Mass in Motion and other Wellness programs to increase community resilience (see also OSRP Rec# OSRP HLC 25)	Heat and Air Quality	Board of Health			x			
	7.16.3	Continue requiring reporting of human cases and positive laboratory results of vector borne diseases, including diseases that are not currently endemic to Massachusetts (see also OSRP Rec # OSRP HLC 7)	Vector Borne Disease	Board of Health				x		Information is reported by the town nurse and is always in process. Information is reported to the state.
	7.16.4	Educate the public, particularly high-risk groups about personal prevention practices and encourage their adoption	Vector Borne Disease	Board of Health				x		Information is in the BOH town web link. Town nurse educates the public.
	7.16.5	Maintain mosquito surveillance at multiple sites	Vector Borne Disease	Board of Health				x		Sites are monitored as required. Town is not currently in a state wide program.
	7.16.6	Educate the public about mosquito breeding habitats and opportunities to eliminate them (such as reducing areas of standing water)	Vector Borne Disease	Board of Health				x		See town web site. BOH receives calls for nuisance mosquitos.
	7.16.7	Use community-based groups, organizations and town website or town social media to do outreach and education about risks and prevention and to connect citizens to appropriate services.	Vector Borne Disease	Board of Health	x	10				Meet with stakeholders to identify important/needed education services and local support. Could explore interests from the schools. Schools to build bat houses. Educate preventive opportunities.
	7.16.8	Develop and implement rivers and streams management plan to: - Maintain and expand riparian buffer zones that shade the streams and assist in keeping water temperatures low. - Remove barriers to fish passage to allow access to and spawning in upriver areas. - Replace smaller-bore culverts with culverts that meet Massachusetts Stream Crossing Standards, which facilitate passage.	Fresh Water Rivers and Stream Habitats	Conservation Commission, Climate Change Council	x	Ongoing Effort				Cons Comm: The Commission, working with our land protection partners (NCT and State agencies) are focused on protecting coldwater fisheries and creating buffers along our tributaries. This effort is also supported by the NRWA and the Nashua Wild & Scenic Stewardship Council (the Town of Pepperell has two volunteers who sit on this Council). Barriers, such as dams and culverts are constantly under review with the DPW, Trout Unlimited, NRWA, and MA Division of Ecological Restoration. All major culvert replacements will meet MA Stream Crossing Standards to address climate resiliency. CCC: Contacted the CC to establish liaison connection and offer assistance/perspective; CC is the lead on this
	7.16.9	Develop and implement regulatory solutions that: - Warmed water from retention ponds is not released into streams - Precludes building of impervious surfaces (e.g., parking lots and other developments) close to coldwater streams and rivers, as this may result in warmed runoff entering the waterbody; Encourage partnerships with federal, state, and local agencies, watershed associations, land conservation organizations and educational institutions to identify challenges and opportunities for addressing climate change impacts.	Fresh Water Rivers and Stream Habitats	Conservation Commission	x	Ongoing Effort				Most of this work is regulated under the MA WPA. These recommendations are also addressed under the Stormwater Bylaw (Warrant Article for 2021 Spring Town Meeting) and Stormwater Regulations (Regulations are before the Planning Board - No Town Meeting approval required).
6.4, 6.8, 7.15	7.16.10	Increase continuity of forest habitat through additional land conservation	Forest Habitats	Conservation Commission	x	Ongoing Effort				Cons Comm: Working with the our land protection partners and with support from the Climate Council, the town is focused on preserving additional forested land. One method of addressing this is to ensure the update to the OSRD bylaw allows for a pre-meeting to identify the more critical portions of a property to be retained as open space. CCC: Contacted the CC to establish liaison connection and offer assistance/perspective; CC is the lead on this
2.8	7.16.11	Increase continuity of forest habitat by requiring housing developments of five parcels or more be proposed as OSRD and insure open spaces identified in OSRD are in line with goals identified in the Master Plan	Forest Habitats	Conservation Commission, Climate Change Council	x	Ongoing Effort				Cons Comm: A goal already discussed during the kickoff meeting to update the OSRD suggests a pre meeting with property owners, prior to submitting a subdivision, to identify critical habitats on a property and takes into consideration forested and wetland resource areas. CCC: Contacted the CC to establish liaison connection and offer assistance/perspective; CC is the lead on this
	7.16.12	Promote best management practices to reduce the hazard of pest transportation from site to site by humans	Forest Habitats	Conservation Commission, Climate Change Council						Cons Comm: Climate Change Council will take the lead. CCC: Contacted the CC to establish liaison connection and offer assistance/perspective; CC is the lead on this

TOWARD A MORE RESILIENT AND SUSTAINABLE PEPPERELL REPORT RECOMMENDATIONS					Jan-Mar 2021, Status Update					
Master Plan Rec	Sub_rec#	Recommendation	Report Element	Primary	In Process	% Complete (est)	Not Started	Completed	Date Completed	Results / Status
6.7	7.16.13	Develop and implement Forest Management Plans for Town and Conservation Commission-owned land to - Actively monitor for pest outbreaks in their earlier stages, combined with aggressive elimination and control activities to eliminate outbreaks in early stages. - Promote resilience by aggressively managing current stressors: grazers and browsers, invasive species, pests. - Manage change by selective cutting, introductions of preferred species, and the control of non- climate stressors. - Promote resilience by managing the age structures of forest stands to favor an increased representation of young vigorous trees.	Forest Habitats	Conservation Commission	X					The Town Forest (which is under the control of the Town Forest Committee) has a 10-year Forest Management Plan. Heald Orchard, Nissitissit Meadows, Keyes-Parker, Sucker Brook and Gulf Brook Conservation lands all have plans. Pepperell Springs has a ten-year Forest Management Plan, which was approved by the federal Forest Legacy Program and the MA DFW, who hold easements on the property. Current science for best property management, pest control, resiliency and sustainability are considered when monitoring properties and drafting management plans.
	7.16.14	Increase continuity of wetland habitat through additional land conservation proposed as OSRD and insure open spaces identified in OSRD are in line with goals identified in Master Plan	Freshwater Wetland Habitats	Conservation Commission, Climate Change Council	X	Ongoing				Cons Comm: A goal already discussed during the kickoff meeting to update the OSRD suggests a pre meeting with property owners, prior to submitting a subdivision, to identify critical habitats on a property and takes into consideration forested and wetland resource areas. CCC: Contacted the CC to establish liaison connection and offer assistance/perspective; CC is the lead on this
	7.16.15	Develop and implement wetland management plan for Town and Conservation Commission owned land to: - Control non-climate stressors. The threats currently posed by invasive plant species to wetlands will be exacerbated under climate change. If we are to continue to protect valued wetlands, it will be vital to increase efforts aimed at detecting and eliminating or controlling outbreaks. This will require more active monitoring and detection, aggressive elimination, and the education of the public about and the enforcement of best management practices - Preserve wetlands by protecting the hydrologic, geomorphological, and ecological matrices within which they are situated. This requires the management and conservation of watersheds. - Protect, restore, and manage large, functionally-healthy wetland complexes. We must aim to preserve and support the large wetland complexes that remain in the Commonwealth. We should also aim to increase the size of existing wetland complexes through habitat restoration (e.g., on floodplains). - Require developers to use native species for wetland mitigation Install culverts that are compatible for wildlife migration by insuring culverts meet Massachusetts Stream Crossing Standards.		Conservation Commission	X	Ongoing				These recommendations are being addressed in management plans, through land protection efforts, and by working with MA DER on culvert replacements.