

IMPLEMENTATION

The following Implementation Table summarizes the over 230 implementing actions of the various Plan elements. Listed is a summary of each action from each Plan element, the suggested lead agency to implement the action, and the time period when the action is expected to be initiated. The primary purpose of the table is to provide an easy reference list and a sense of the timing to be used by Town staff, boards, and the responsible entities. This may be used as an annual guide to document progress in implementing the Plan. After reviewing and adopting this Plan, the Planning Board agreed to review the status and execution of these implementing actions, beginning each May and continuing through the summer months as needed depending on timing and workflow.

The columns of the Implementation Table are as follows:

- Action** The identifying number of each implementing action from each element.
- Action Summary** A brief description of the implementing action.
- Lead Agency** The suggested Town department, board, or committee that should take responsibility for implementing the action, listed in order of responsibility.
- Ongoing** The action is already in progress and/or should be done on a regular basis.
- Short Term** Expected to be initiated within two years.
- Mid Term** Expected to be initiated within three to five years.
- Long Term** Expected to be initiated after five years.
- High Priority** A major area of concern that needs implementation as soon as possible.

The challenge of addressing this demanding agenda inevitably falls most heavily on the Select Board and Planning Board and the Planning Division, but others also are called upon to do a great deal. Keeping up with the schedule will call for careful priority setting and coordination among the responsible groups.

To assure sound implementation of this broad agenda, ongoing coordination and direction will be needed. Westwood has a strong tradition of Town organizations working closely together, and now has the staff and organizational structure to make that effort work.

This list of actions reflects not only the judgement of the Comprehensive Plan Steering Committee and the Planning Board, but also the concurrence of the many organizations who reviewed and made suggestions on this Plan. Gaining that concurrence took some time but was worth pursuing. The Plan represents the collective intentions of the boards, agencies, and officials involved, as well as the broad array of citizens who participated.

The responsibility for Plan adoption lies with the Planning Board. The intention is that the Board will annually review the Implementation Table to help guide efforts over the forthcoming year. The Board will also provide each agency with a convenient format to update its progress, and to explain any departures from the implementation schedule. After the current coronavirus pandemic is stabilized the Town and Board will review and evaluate any necessary changes and re-examine priorities as needed.

Regularly plan to set aside time and resources for updates are of critical importance and are recommended for every seven to ten years. An update generally takes two years to complete, therefore, this Plan recommends beginning the update process no later than seven years from adoption or 2027. As noted in the introduction, this plan was finalized during a period of extraordinary disruption and uncertainty about future conditions due to the COVID-19 pandemic. If certain changes brought about by the pandemic become long-term trends, it is possible that the Planning Board will want to revisit some of these measures in a couple years within a shorter timeframe.

COMPREHENSIVE PLAN IMPLEMENTATION TABLE									
Action	Action Summary	Lead Agency	Ongoing	Short Term	Mid Term	Long Term	High Priority	2024 Updates	2024 Future Updates
Land Use									

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Action	Action Summary	Lead Agency	Ongoing	Short Term	Mid Term	Long Term	High Priority	2024 Updates	2024 Future Updates
L1	Foster community gathering places, walking paths, bike paths, trails, shuttle services.	Select Board, Planning Staff, Conservation, Recreation		X				The Commission is currently working with BETA on a Conservation Land Management Plan.	Continue to work with BETA and DPW.
L13	Prioritize open space protections & acquisitions.	Select Board, Land Trust, Conservation			X			This is included in the Conservation Land Management Plan.	Continue to work with BETA and DPW.
Community Facilities									
CF21	Implement electronic permitting for all departments.	Town Administrator, All Depts.	X					Ongoing	Ongoing
CF24	Devote staff to website updates and communications.	Town Administrator, All Depts.			X			Ongoing	Ongoing
Natural & Cultural Resources									
NC1	Work with neighboring communities and regional entities to protect quality and supply of water and habitats.	Planning Staff, Conservation, Public Works				X		I am currently working with Neponset Watershed Association as a member of the Resilient Neponset Climate Collaborative Steering Committee.	Continue to work with this and other Committees.
NC4	Provide connections to fragmented open space.	Select Board, Conservation, Land Trust				X		This could be looked at as part of the Conservation Land Management Plan.	
NC5	Compatible economic development & resource protection.	Planning Staff, Conservation	X					The Commission incorporates conditions within the issued permits to protect resources.	Continue to include conditions within issued permits to protect resources.

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NC7	Ensure water quality.	Public Works, Conservation			X			Working with Neponset Watershed Association as a member of the Resilient Neponset Climate Collaborative Steering Committee	Continue to work with this and other Committees.
NC8	Adopt practices that require improvement to stormwater management systems.	Planning Board, Conservation	X					The Commission is currently reviewing updates to the Stormwater Bylaw.	Update the Stormwater Bylaw when necessary.
NC13	Discourage use of invasive species.	Conservation	X					The Commission is requiring "native plantings only" as part of all Order of Conditions.	Continue requiring native plantings as part of future Order of Conditions and education of the public on the importance of invasive plant management.
NC14	Adopt a tree preservation bylaw.	Planning Board, Public Works, Conservation			X			On 4/24/24 the Commission voted to approve the Town of Westwood Tree and Plant Removal Guidelines which includes fines for unapproved tree and plant removal. These funds could be used for new town trees.	Work with residents with tree and plant removal projects.
NC28	Develop promotional material to promote trails & historic sites.	Conservation, Recreation, Historical Commission, IT Department			X			The Commission is currently working with BETA on a Conservation Land Management Plan.	Continue working with BETA and DPW.
NC29	Improve opportunities for use at Neponset River.	Conservation, Recreation, Public Works				X		There has been no work on this action summary to date.	
Open Space & Recreation									
CC3	Partner with Westwood Land Trust, Conservation Commission, Historical Commission to protect natural features and historic buildings.	Conservation, Historical Commission, Land Trust, Planning Staff			X		X	Any work within 100 feet of a resource area, 200 feet of a perennial stream or land disturbance of over 5,000 sq. ft. requires a filing with the Conservation Commission. If a filing is required, the Commission imposes conditions to protect natural features when they are able.	Continue to address this on a case to case basis.

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CC5	Increase usability and attractiveness of trails.	Public Works, Conservation, Recreation			X			The Commission is currently working with BETA on a Conservation Land Management Plan.	Continue working with BETA and DPW.
CC6	Educate the community on the benefits of the CPA.	Select Board, Finance, Housing Partnership, Conservation, Recreation, Historical Commission			X			This has not been addressed.	
OS1	Incorporate universal design at feasible locations.	Conservation, Disability Commission, Public Works		X				There has been no work on this action summary to this date.	
OS2	Prepare management plans for conservation areas.	Conservation, Public Works			X		X	The Commission is currently working with BETA on a Conservation Land Management Plan.	Work with BETA and DPW
OS3	Consider developing a mobile app to increase awareness of open space and conservation land.	Conservation, Land Trust			X			This has not been addressed.	The Commission and Land Trust could work with the IT department to develop an app.
OS4	Land acquisition for contiguous connectivity such as near Lyman's Pond.	Conservation, Select Board, Land Trust			X			This has not been addressed.	This could be looked at under the Conservation Land Management Plan.
OS7	Pursue grants, donations, funding for open space acquisition and improvements.	Conservation		X				The funds for the Conservation Land Management Plan were secured via a grant.	Continue to explore future grants.

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Transportation									
T9	Pursue contiguous trail network.	Conservation, Ped./Bike Com.				X		The Commission is currently working with BETA on a Conservation Land Management Plan.	Continue working with BETA and DPW.
Sustainability & Resiliency									
S1	Develop Climate Action & Resiliency Plan.	Town Administrator, Public Works, Fire, Police, Conservation, Planning Staff		X			X	The Commission has been working with the Town Planner on the Development of the Climate Action and Resiliency Plan.	Continue to support the Planning Board's development of this plan.
S2	Consider climate change in all Town decisions.	Town Administrator, Select Board, All Departments	X				X	Climate change is considered in all issued stormwater and wetland permits.	Continue to consider climate change as part of all issued permits.
S10	Explore revisions Wetlands Protection Bylaw.	Conservation			X		X	On 4/24/24 the Commission voted to approve revisions to the Town of Westwood Conservation Commission Wetland Protection Regulations.	Make revisions to the Westwood Conservation Commission Wetland Protection Regulations when necessary.
R1	Develop Climate Action Resiliency Plan	Select Board, Fire, Health, Public Works, Conservation, WEAC		X			X	The Commission has been working with the Town Planner on the Development of the Climate Action and Resiliency Plan.	Continue to support the Planning Board's development of this plan.
R4	Develop updated flood maps.	FEMA, IT, Conservation		X				This is done as needed when FEMA revises their maps.	Continue to incorporate FEMA's changes to our maps.