

**Open Space Stewardship & Policies Work Group**  
**Wednesday, August 3, 2022**  
**4:30 PM – In Person**

**SPECIAL MEETING MINUTES – DRAFT**

**PRESENT:** Margery Winters, Karyn Cordner, Susan Masino, Erin Leavitt-Smith and Helen Peterson

**ALSO PRESENT:** Tom Tyburski, Director of Culture, Parks and Recreation and Thomas Roy, Director of Public Works, were also in attendance.

**CALL TO ORDER:** Ms. Winters called the meeting to order at 4:41 p.m.

**1. Approval of Minutes**

Ms. Cordner moved to approve the minutes of July 6, 2022 Open Space subcommittee workgroup; Ms. Masino seconded the motion; the motion passed unanimously. The minutes were accepted.

**2. Discussion on Hometown National Park**

Ms. Masino presented the group with handouts of examples for the layout of the website and a listing of possible categories. It was suggested to add the EPA watershed and an updated open space map to the website. The group agreed on the 2 columns of text with a photograph on the top right for the online format. The group discussed the potential of a Face Book page that would direct the public to the Hometown National Park website. Ms. Peterson inquired if there is a way to know how often the site is visited to which Mr. Tyburski stated there is a feature to see how many views the site would get.

**3. Discussion on Pinchot Sycamore**

The Pinchot Sycamore should be added as a landmark on the website.

**4. Discussion on Open Space Template Format and Topics**

Ms. Masino would like to do a fact sheet on the different topics with links, she shared examples with the group. Ms. Masino will email Mr. Tyburski regarding the headers.

**5. Discussion on Open Space and Agricultural Related APRA Requests**

Mr. Tyburski explained the process for the APRA requests. He has a template that he has used in the past that he will circulate to the group. The deadline to have the template completed is January 1, 2023. The group discussed prioritizing the different issues such as invasive plant removal. The group agreed that another meeting is required where everyone will come with a list of issues. The next meeting will take place on September 7, 2022 at 4:30 pm.

**Adjourn**

The meeting adjourned at 5:51 p.m.

Respectfully submitted,  
Jackie Lachance  
Committee Clerk