

# Open Space and Recreation Committee

Town of Tisbury  
Department of Public Works  
115 High Point Lane, Tisbury, MA

## Meeting Minutes

**Date:** January 11, 2024

**Meeting called to order:** 10:38am

**Place:** Zoom

**Attendance:** Committee members - Cheryl Doble (CD), Gerard Hokanson (GH), Henry Stephenson (HS), Carolyn Wallis (CW)

Also Attending: Dan Martino (Martha's Vineyard Productions)

### 1. Approval of Minutes

- December 14: CW moved, GH seconded. Approved 3-0. (Minutes were approved before HS joined the meeting.)

### 2. Open Space and Recreation Website

- Dan Martino (Martha's Vineyard Productions) attended to provide an update on website development, and to receive Committee feedback. Dan shared three possible views of Tisbury parks, organized by frequency of use: 1) organized by park photos (small photos), 2) organized by maps showing location of parks, and 3) organized by park photos (larger photos).
- Committee Comments:
  - The committee preference for the Parks layout was choice 1 above. By clicking on a park photo, a park-specific page comes up, which includes additional photos, a satellite map showing the park's location, equipment/facilities at that park and additional information, such as a description of the ongoing bandstand project at Owen Park.
  - Dan noted that the listings under Parks was by frequency of use. GH commented that persons accessing the site would not have that information. It was agreed to change to an alphabetical listing.
  - CD suggested that the equipment/facilities list be modified to insert activities instead (e.g., "Children's Play Area" instead of "Playground Equipment." She also noted that it would be helpful to associate facilities with photos (e.g., "Harbormaster's Office"). CW suggested that wording be added to the "Details" list to more fully describe items, but agreed later that if a description of the facility (e.g., Harbormaster's Office) existed elsewhere a link could be inserted. GH suggested that the wording of park activities be consistent park to park so that a search function could be built. The Committee also noted that the text for the specific parks required review and update by the Committee.
  - The Committee agreed that the satellite map view of the park location was preferred over the drawn illustration map.
  - The Committee requested that a separate landing (Home) page be developed with a welcoming note, and that a top of the page link to the parks list be created rather than use the parks list as the landing page. GH noted that this suggestion was consistent with the original (Summer 2023) web design plan.
  - CD actioned the Committee to follow up on the items below to advise Dan's work:
    - Go through the Park pages and note changes/updates needed in the text for parks

- ▶Develop welcoming text for a new Home (landing) Page
- ▶Consider what entries may be appropriate for a top of the page site navigation bar
- ▶Consider a town-wide map showing the location of all parks and open spaces/trails, including Sheriff's Meadow Foundation and Land Bank properties.
- ▶Look at personal files to identify park photos with people/activities included.
- ▶Dan requested help in identifying Committee resources: committee members, 2019 Open Space plan, park plans (e.g., Lake Street, Tashmoo Spring Pond), and tennis sign-up
- Dan asked about the timing of the next review. It was agreed that at least 6 weeks be allowed for Committee feedback and site revision. If Dan has questions in the meantime, he should email them to GH with screenshots of options as appropriate.

### **3. Status of Blue Trails Project**

- CW reported that about 20 landing sites had been identified. She has been visiting each of these sites and has just one more to visit.
- Sheriff's Meadow has been working on the design and wording for signs for each of the sites. CW will send this info to the Committee for review.

### **4. HS Role on the Committee**

- HS expressed concern that he is not contributing enough to the Committee, and that perhaps he should step away. He would still be available to help out as needed.
- Other Committee members noted their appreciation for Henry's concerns and acknowledged his important contributions, but no immediate action was taken. HS agreed to stay on the committee until a replacement could be identified.
- HS has developed ideas for a 5-year plan and shared this with CD, who in turn will share with the Committee.

### **5. Committee Organization**

- CD has been assessing Committee function, how we're organized, the assignment of responsibilities, and what shifts could be made to help achieve priorities.
- CD noted that there is some confusion regarding the definition of the "advisory" role of the Committee - distinguishing the roles of the committee versus Town staff (i.e., DPW). She offered that at times we exceeded an advisory role (e.g., field maintenance) in responding to requests from the Town for help.
- CD suggested looking at rotating various Committee responsibilities and better defining these, namely:
  - Committee Chair (e.g., develop and post agenda)
  - Communications (e.g., interact with Town staff on Committee activities and meeting the Town's needs) - CW volunteered to take on this new role
  - Minutes
- There was insufficient time to follow up further at this meeting. Committee organization will be the topic of a future meeting. As part of the 5 year planning process, we could start with how we've been working, seek to better understand the advisory role, and look for how best to communicate to achieve our priorities (e.g., a quarterly report to the Select Board and Jay Grande?).

### **6. Next Meeting**

- The next Committee meeting will be Thursday, January 25 at 10:30am. Agenda topics suggested are a) Committee Organization (continued) and b) 5-year planning.

- GH noted that a discussion with Horsley Witten was needed, but agreed to discuss this off-line with CD.

### **Adjourn Meeting**

GH moved, HS seconded, approved 3-0 (CW had left the meeting). Meeting ended 12:10pm.

Submitted by Gerard Hokanson