

Parks, Recreation and Open Space (PROS) Commission Meeting Agenda

Meeting Title: PROS Commission

Facilitator: Heather Bennett, Chair

Meeting Date: April 25, 2023

Meeting Timeframe: 5:30 p.m. until 6:30 p.m.

Attendance:

- Heather Bennett, Chair
- Candace Sotwick, Vice Chair
- Toby Levy, Secretary
- Austin Craddock, Member
- Matthew Lunn, Member
- Andrei Teudean, Member
- Jody Walker, Member
- Mary Colton, PROS Director
- Brett Collins, Parks Project Manager
- Brenda Mooney, Project Analyst

Meeting Details and Updates

Topic	Facilitator	Vote Required?	Details	Action Item?
Call to Order	Heather	No		No
Roll Call	Toby	No		No
Public Comment	Heather	No		No
Approval of April 25, 2023 Agenda	Heather	Yes		No
Approval of Jan 31, 2023 Minutes	Heather	Yes		Yes
Master Plan Readoption	Mary	Yes		No
Salisbury North Development Update	Brett	No		No
PROS Staff Update	Brenda	No		No
PROS Advisory Commission Update	Heather	No		No
Harvie Open Space Tour	Candace	No		Yes
Upcoming Engagement Opportunities	Brenda	No		Yes

Discussion Items Objectives

Topic	Facilitator	Desired Outcome	Action Item?
Policy Naming Policy	Brett	Review recommended amendment to existing Park Naming Policy	Yes
Community Park Update, Consideration of Amenities	Brett	Provide update and consider Commission's role	No
Explore Alternative Funding Options	Mary	Consider Commission's role in identifying possible grant opportunities	Yes
Parks – Shadow Days	Brenda	Determine interest	Yes
Tour – Parks and Reservoir	Brenda	Propose timeline	Yes
Commission – Projects and Meetings	Heather	Discuss and list future projects and meeting frequency/timeframes	Yes
Commission - Mission Statement	Heather	Discuss timeline and framework for Mission Statement	Yes

Action Item Summary

Topic	Responsible Party	Due Date
Obtain signatures for Jan 31 minutes, Send to Town Clerk	Toby, Brenda	April 25
Review Park Naming Policy Amendment	All	May 5
Let Candace know if you are attending Harvie tour	All	May 5
Provide NRPA List of Grant Opportunities to Members	Brenda	May 15
Work with Parks on Shadow Days, Communicate Interest	Brenda, All	June 1
Add Park/Reservoir Dates to LTP	Brenda	June 1
Commission – Projects and Meetings Follow Up	Heather	
Commission – Mission Statement	Heather	

Upcoming Engagement Opportunities

Event	Date	Location	Interested
Arbor Day Celebration	April 29	Discovery Park	
Senior Stroll	May 31	Salisbury Park	
Kids Zone Princess Ball	June 2	PACE	
Cattle Crossing 5K, FFT	June 17	Tallman Meadow Park	
Kids TRY-athlon	July 15	O'Brien Park	
H2O Glow Swim	Aug 11	H2O'Brien Pool	