

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

Meeting Title: PROS Commission

Meeting Date: January 30, 2024

Attendance:

- Heather Bennett, Chair
- Candace Sotwick, Vice Chair
- Toby Levy, Secretary
- Mike Doyle, Member
- Matthew Lunn, Member
- Andrei Teudean, Member
- Jody Walker, Member

Facilitator: Heather Bennett, Chair

Meeting Timeframe: 5:30 p.m. until 7:30 p.m.

- Mary Colton, PROS Director
- Brett Collins, Parks Project Manager
- Meagan Arvidson, Deputy Director of Recreation
- Jared Musil, Deputy Director of PFOS
- Jaime Vollertsen, Communications and Marketing Manager
- Brenda Mooney, Special Projects Analyst

Meeting Items

Topic	Facilitator	Vote Required?	Details/Notes	Action Items?
Call to Order	Heather	No		No
Roll Call	Toby	No		No
Public Comment	Heather	No		No
Approval of January 30, 2024 Agenda	Heather	Yes		No
Approval of October 24, 2023 Minutes	Heather	Yes		Yes
Discussion Items - Below	Heather	No		Yes
Upcoming Engagement Opportunities - Below	Brenda	No		No
Action Item Summary - Below	Brenda	No		No
Next Meeting Dates: March 26 (?) and April 30	Heather	No		No
Adjourn	Heather	No		No

Discussion Items

Topic	Facilitator	Notes	Action Item?
Introductions – Mike Doyle	Heather		No
Communications and Marketing Overview	Jaime		
Capital Projects Update - Current projects - Salisbury Park – potential name change	Brett		No
PROS – Parks & Recreation Updates - Parks ○ Snow removal ○ Tree damage ○ Turf sustainability - Recreation ○ 2023 Review ○ 2024 Goals ○ Discovery Park Highlights	Jared Meagan		No

Shadow Shifts – Facilities, Programs			
Commission Update - Onboarding for New Member - Brainstorm Topics for 2024; Alignment with PROS Timeline and Needs - Brainstorm Community Engagement Opportunities	Heather		Yes

Upcoming Engagement Opportunities

Event	Date	Staff Contact	Location
Sweetheart Ball	Feb 9	Diane Lange	PACE
Love ‘em or Leave ‘em Valentine’s Day 5K/10K	Feb 10	Todd Panik	Salisbury Park
Arbor Day Celebration	April 27	Erik Stadsvold	Discovery Park
Senior Stroll	May 29	Heather Ballantyne	Salisbury Park

Action Item Summary

Topic	Responsible Party	Due Date
Obtain signatures for October 24 minutes, Send to Town Clerk	Toby, Brenda	Jan 30
Update “Engagement Opportunities” document in Teams, if interested	All	Varies