



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

Meeting Title: PROS Commission

Meeting Date: March 26, 2024

Attendance:

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

Facilitator: Heather Bennett, Chair

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

- Andrei Teudean, Member
- Jody Walker, Member
- Mary Colton, PROS Director
- Meagan Arvidson, Deputy Director of Recreation
- 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 March 26, 2024 Agenda	Heather	Yes		No
Approval of January 30, 2024 Minutes	Heather	Yes		Yes
Discussion Items - Below	Heather	No		Yes
Upcoming Engagement Opportunities - Below	Brenda	No		No
Action Item Summary – Below	Brenda	No		Yes
Next Meeting Date: April 30	Heather	No		No
Adjourn	Heather	No		No

Discussion Items

Topic	Facilitator	Notes	Action Item?
Town's Strategic Plan – How Parks, Recreation and Open Space Fits	Mary		No
Overview of PROS Budget Process	Meagan		No
Overview of Recreation PT Staffing Strategies	Meagan		No
2024 Community Events	Brenda		No
Earth Day Trail Cleanup	Toby		

Upcoming Engagement Opportunities

Event	Date	Contact	Location
Earth Day Trail Cleanup	April 22	Toby Levy	TBD
Arbor Day Celebration	April 27	Erik Stadvold	Discovery Park
Senior Stroll	May 29	Heather Ballantyne	Salisbury Park
Princess Ball	June 7	Diane Lange	PACE
Cattle Crossing 5K & Family Fun Trek	June 15	Todd Panik	Tallman Meadow Park
Kids' TRY-athlon	July 13	Todd Panik	O'Brien Park

Action Item Summary

Topic	Responsible Party	Due Date
Obtain signatures for January 30 minutes, Send to Town Clerk	Toby, Brenda	March 26
Update "Engagement Opportunities" document in Teams, if interested	All	Varies