



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

**Meeting Title:** PROS Commission

**Meeting Date:** October 28, 2025

**Attendance:**

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

**Facilitator:** Matthew Lunn, Chair

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

- Mary Colton, PROS Director
- Brett Collins, Parks Project Manager
- Jared Musil, Deputy Director of PFOS
- Meagan Arvidson, Deputy Director of Recreation
- Brenda Mooney, Special Projects Analyst
- Heather Bennett, Associate Planner
- Mary Munekata, Senior Planner
- Alfredo Negrin, Recreation Supervisor – Sports
- Lauren Fischer, Recreation Administrator - Sports

## Meeting Items

Topic	Facilitator	Vote Required?	Details/Notes	Action Items?
Call to Order	Matthew			
Roll Call	Toby			Yes
Public Comment	Matthew			
Approval of October 28, 2025 Agenda	Matthew	Yes		Yes
Approval of August 26, 2025 Minutes	Matthew	Yes		Yes
Discussion Items - Below	Varies	Varies		Varies
Upcoming Engagement Opportunities	Brenda			Yes
Next Meeting Date: December 16, 2025	Matthew			
Adjourn	Matthew			

## Discussion Items

Topic	Facilitator	Notes	Action Item?
Staff Spotlight: Sports Team .....	Meagan Arvidson Alfredo Negrin Lauren Fischer		
Items from August 2026: <ul style="list-style-type: none"> <li>- August 26, 2025 Agenda, Minutes (<i>Motion to Approve</i>)</li> <li>- April 2025 Minutes (<i>Motion to Approve</i>)</li> <li>- Trail Naming: Lemon Gulch Trail (<i>Motion to Approve</i>)</li> <li>- Trail Naming: Sunset Crossing Trail (<i>Motion to Approve</i>)</li> <li>- Park Naming: Lost Pines Park – Advise Developer that the name will be considered further (<i>Motion to Approve</i>)</li> <li>- Staff Request: Recommend an estimate on the funds needed for the playground completion for</li> </ul>	Matt	Yes	

fundraising purposes and also donor recognition threshold levels so we can discuss at the October meeting. <i>(Motion to Approve)</i>			
Community Development – Planning Update - Parker 2050 Comprehensive Plan .....	Mary Munekata Heather Bennett		
Department Update - Friends of Salisbury Regional Park..... o Shift of Focus o Donation and Recognition Program o Possible Collaboration with Parker Arts o Next Steps (Design, Levels, Tools) - Park Naming: Pine Curve Project .....	Mary       Brett		Yes
Commission Update: - New Business: o Procedure for Advancing Ideas and Requests o Annual Planning Framework - Commission Onboarding o Review of New Presentation o Suggestions, Changes - Meeting Considerations o Frequency, Timing, Content Areas o Proposed Changes for 2026 - Update on Selection Process o Interviews, Appointments	Matt, Staff		Yes

### Upcoming Engagement Opportunities

Event	Date	Contact	Location
Princess Ball	Nov 14	Diane Lange	PACE
Turkey Day 5K (Jody, Heather)	Nov 27	Todd Panik	Recreation Center
Milk and Cookies with Santa (Matt, Toby)	Dec 7	Diane Lange	Fieldhouse

### Action Item Summary

Topic	Responsible Party	Due Date
Obtain signatures on August 26 minutes, Send to Town Clerk	Brenda	October 29
Add your name to the Engagement Opportunities listed in Teams	All	Varies