

Friends of Ninigret Park Subcommittee Special Meeting

FINAL MINUTES

August 21, 2014 at 7:00 PM

Charlestown Town Hall – Council Chambers

4540 South County Trail

Charlestown, RI 02813

1. Call to Order:

The August 21, 2014 Friends of Ninigret Park Subcommittee meeting was called to order at 7:03 PM by Tim Quillen.

2. Roll Call:

Present at the meeting were Subcommittee members Tim Quillen, Anne Mulhall, Peter Wronski, Ronald Russo and Parks and Recreation Director Jay Primiano.

3. Approval of Minutes from August 7, 2014 meeting:

Ronald Russo motioned to approve the Minutes from the August 7, 2014 Friends of Ninigret Park Subcommittee. Anne Mulhall seconded the motion to approve. Tim Quillen and Peter Wronski were in favor. All members were in favor. The motion passed unanimously.

4. Comments from the public:

There were no comments from the public.

5. Old Business

- a. Potentially adding the Disc Golf Fund, Flagpole Gardens fundraised monies and Playground ADA Compliant Project fundraised monies to the Friends of Ninigret Park Fund:

The Subcommittee questioned if the monies to these funds would be included in the general fund. Ronald Russo motioned to recommend to the Economic Improvement Commission, the Parks and Recreation Commission and the Town Council that the Disc Golf Fund, Flagpole Gardens Donations and Playground ADA compliant donations be included in the Friends of Ninigret Fund. Anne Mulhall seconded the motion. Tim Quillen and Peter Wronski were in favor. The motion passed unanimously.

- b. Purchase of donation receptacles in Ninigret Park for Friends of Ninigret Park:

Tim Quillen asked that the purchase of commercial receptacles be postponed while he finishes a sample donation receptacle made from upcycled materials.

The Subcommittee discussed potential locations of the donation receptacles at the Dog Park, Criterium Bicycle Track, Disc Golf Course and at the front gate/kiosk of Ninigret Park.

Bolting the receptacles to the ground and other means of securing the donation receptacles was discussed.

No motion was made.

6. Solicitation Update

- a. Letter to Chuck Wentworth Regarding Rhythm and Roots Festival:

The letter written by Parks and Recreation Director Jay Primiano to Rhythm and Roots promoter Chuck Wentworth was noted. Tim Quillen mentioned that for a golf cart to be used at Rhythm and Roots general liability insurance would be required.

No motion was made.

- b. Approval of Postcard to be used at Rhythm and Roots Festival:

Anne Mulhall displayed the draft postcard for use at the Rhythm and Roots Festival. She mentioned that the language came from the previously approved brochure.

Parks and Recreation Director Jay Primiano mentioned that ten thousand (10,000) to thirteen thousand (13,000) people attended the Rhythm and Roots festival and that many cards would be necessary.

Director Primiano suggested that he determine how many cards could be purchased for \$500 for the Rhythm and Roots Festival and that language could be added to the cards noting that donations above \$25 would receive a receipt letter noting the donation for tax deductible purposes. It was suggested that the additional language be approved by the Town Treasurer before being added to the cards.

No motion was made.

c. Solicitation plans at Rhythm and Roots Festival:

The Subcommittee discussed staffing a booth at the Rhythm and Roots Festival. The Subcommittee also discussed displaying the Master Plan maps and utilizing the existing banner, brochures and stickers.

No motion was made.

7. New Business

a. How to solicit Boosters for Friends of Ninigret Park and what is the next action with them:

Anne Mulhall asked how someone interested in helping with Friends of Ninigret Park becomes a Booster. Director Primiano suggested that anyone interested in volunteering with Friends of Ninigret Park contact the Parks and Recreation Department and be added to a list.

No motion was made.

b. Presence and solicitation at October Parks and Recreation Event:

Two (2) potential Parks and Recreation October events were identified, Trunk or Treat and a Pumpkin Walk.

No motion was made.

8. Commission Comments:

Anne Mulhall suggested that Friends of Ninigret Park sponsor a local event every month during the winter to solicit awareness for the Park.

9. Next Meeting:

The next Friends of Ninigret Park meeting will be held on Thursday September 25, 2014 at 7:00 PM

10. Adjournment:

Ronald Russo motioned for the meeting to adjourn at 7:56 PM. Peter Wronski seconded the motion. Tim Quillen and Anne Mulhall were in favor. The motion passed unanimously.