

**PARKS & RECREATION COMMISSION
MINUTES
Thursday, October 13, 2016 @ 7:00 PM
Open Meeting - Council Chambers - Town Hall**

1. CALL TO ORDER

Attendee Name	Title	Status
Timothy Quillen	Chairman	Present
Cheryl Dowdell	Vice Chair	Absent
Julia Beasley	Commissioner	Present
Ryan Campbell	Commissioner	Present
Sonita K. Cummings	Commissioner	Present
David Currier	Commissioner	Absent
Keith D. DeMerchant	Commissioner	Absent
Donna M. Deyorio	Commissioner	Absent
Jodi Frank	Commissioner	Present
Thomas L. Nowell	Commissioner	Absent
Edward Vazquez	Commissioner	Present
Holly Eaves	Commissioner	Present

Also, present was Town Council Liaison Bonnie Van Slyke.

2. NEW BUSINESS

A. Closure of Access Roads in Ninigret Park Because of the Multipurpose Trail

Commissioner Vazquez motioned to table item 2. A. until the regular monthly meeting of the Parks and Recreation Commission.

Commissioner Beasley clarified that it would be discussed at the next meeting and asked what was referred to as the multipurpose trail as there are many names out.

Chairman Quillen clarified that he was concerned about the rocks and that more preparation was needed, that there were other issues pertaining to it and that they wanted to address them all at once.

Commissioner Beasley clarified that they were calling it the multipurpose trail and not the bike pathway.

Chairman Quillen noted that it was the bike path being worked on by Faith LaBossiere.

RESULT:	TABLED [UNANIMOUS]
MOVER:	Edward Vazquez, Commissioner
SECONDER:	Sonita K. Cummings, Commissioner
AYES:	Eaves, Quillen, Beasley, Campbell, Cummings, Frank, Vazquez
ABSENT:	Dowdell, Currier, DeMerchant, Deyorio, Nowell

B. Memo Regarding Safety Concerns with Multipurpose Trail in Ninigret Park

Commissioner Eaves noted she came up with the draft, and in that time Councilor Van Slyke had been alerted and spoke with Bradford directly and got Bradford, TM Dyer, Bill Wilson a representative from the Bike Path Ad Hoc, and someone from Cardi's to get together and address the primary tee twelve (12) concerns. She thanked Councilor Van Slyke for the face-to-face finally happening.

Commissioner Eaves noted that with the measurement it was fine and that vegetation height was a concern and that she was assured, although she had not seen any emails that TM was satisfied that the height of the vegetation and the location of everything. She was sent an email from Director Hilton that day that contained an email from Bill Wilson stating that TM was happy.

Commissioner Eaves mentioned that at this point the people have met and that she was assured by those people that there is an email that says that everybody is happy with it and when she wrote the draft TM was leaning towards it being fine so she laid out that Councilor Van Slyke got those people together and TM seemed to be ok, but laid it out so it was documented.

Commissioner Eaves continued that since then there was an email that was sent today saying that different issues were ok, but that number three (3) in the Memo had not been addressed appropriately. She noted that at the next meeting it may pertain to the issue with the stones as they didn't cover anything about the obstruction of the area which had been in the plan all along.

The Commission noted that the Memo was in the packet on page four (4).

Commissioner Eaves noted the Memo was to the Bicycle Pathway Ad Hoc Committee and cc'd to the Town Administrator and Town Council and asked what the Commission wanted to do and if it wanted to proceed.

Councilor Van Slyke suggested maybe it should be sent to Bradford as well.

Commissioner Eaves noted she didn't mind sending it but that it might be overstepping to send it straight to Bradford.

Commissioner Vazquez asked who Bradford was.

Chairman Quillen noted they were the designer and architect of the project.

Councilor Van Slyke noted they were also doing the oversight.

Commissioner Eaves mentioned it was being paved and that Councilor Van Slyke had got them together and it could have happened after the last meeting as it had been brought up in August and if someone had taken proper action there wouldn't be the need for the special meeting that night.

Commissioner Frank asked if they had paved over the tee pad.

Commissioner Campbell noted it was paved.

Commissioner Frank noted the purple spray painted circles with "x's" were where the boulders were going.

Commissioner Vazquez asked if hole three (3), ten (10) and twelve (12) were addressed.

Commissioner Frank noted twelve (12) had been addressed.

Commissioner Eaves mentioned she had asked TM Dyer if he was ok with three (3) and ten (10) as well and he said yes so she assumed a conversation was had about one (1) and two (2).

The Commission identified that ten (10) was the tee that was in the middle of the road.

Commissioner Beasley asked if the multi-use trail she referred to was the bike path.

Commissioner Eaves clarified that it was the name used in the bid for that project and that they changed the name and that the Bicycle Pathway Ad Hoc Committee created the multipurpose trail.

Commissioner Beasley noted that was when she discontinued being the liaison as it was addressed and it was clear that it was supposed to be in the minutes and was ignored.

Commissioner Cummings noted she too started going to the first couple of meetings and the bike trail was not to go in the park and the park was to be used for parking and restroom facility but that it was out of the park and that the name was throwing people off.

Chairman Quillen asked what it was referred to.

Parks and Recreation Secretary Crosby noted that it was called the multipurpose trail is in the RFP.

Commissioner Eaves noted that she had completed what the Committee asked her to do and that action was taken and number three (3) still feels like something may still be an issue so she would like a response. She asked if the Commission wanted to end the memo in a different way then, "(i)t is our hope that some attention will be given to these areas of concern."

Chairman Quillen noted to stick with the current memo as there were more issues to address at the next meeting and that it should go to the Town Council, the Bicycle Pathway Ad Hoc Committee and to the Town Administrator.

Commissioner Eaves noted Councilor Van Slyke and Bradford Associates.

Chairman Quillen suggested it be sent to Bradford Associates.

Commissioner Beasley requested that a charge be added on and a response for that area for number three (3). She read, "to ensure that the plans are set in place to keep the area safe for potential users." She noted that clearly it has changed traffic flow and number of folks that will be in that area. She asked about signage in that area.

Commissioner Campbell noted that it should be straightforward and that part of the rationale for the bike path was safety, to enable kids not to have to ride on the streets. He suggested that it be mutual to make it easy.

Commissioner Beasley mentioned that was why she wanted to put a charge in it so that they would know that there is actually a job to do with the memo, to acknowledge that the area had been compromised. She noted that when a paved pathway is installed it is used by rollerbladers, skateboarders, pedestrians, people in wheelchairs, campers, counselors, summer camp facilitators, walkers, babies and strollers. She noted that there is a hairpin turn and that not everybody knows it is coming and that it can be addressed with signs and crossways can be painted.

Commissioner Eaves noted she didn't think they could be charged, that they could be asked for a plan.

Commissioner Campbell asked why the Town Council was not being asked and if the Commission could state their concerns and send those to the Town Council to do something or not.

Councilor Van Slyke asked if a memo had been written before.

Commissioner Cummings noted when they addressed the Parks & Recreation Commission and nothing was done.

Councilor Van Slyke mentioned she thought they had moved the path based on what TM said.

Commissioner Vazquez asked if they were notified when it was going to be paved.

Chairman Quillen replied that they did know.

Commissioner Eaves asked if someone wanted to make a motion to send the memo with the change from multi-use trail to multipurpose trail.

Commissioner Cummings motioned to send the memo with the change from multi-use to multipurpose throughout the body of the letter and send it with those changes to the Town Council, Town Administrator and the Bicycle Ad Hoc Committee, cc'ing it to the Town Council and Town Administrator.

Commissioner Campbell suggested that it just be sent to the Town Council.

Commissioner Beasley noted that the chain of command had fallen apart and that now they have to make sure they are not liable if something happens.

***Memo to Bicycle Pathway Ad Hoc Committee
From: Charlestown Parks and Recreation Commission***

CC: Town Administrator, Charlestown Town Council

Date: 10/13/2016

At the August 2016 Parks and Recreation Commission Meeting, some potential safety concerns were identified regarding the approved "multipurpose trail." A meeting was requested, with the key parties to address these concerns prior to construction. Because the meeting was denied, the safety concerns were brought up on the September 2016 Parks and Recreation agenda. A motion was made to document the concerns to the Bicycle Pathway Ad Hoc Committee and the Town Council.

Because the multipurpose trail was under construction at the time of the September 27, 2016 Parks and Recreation meeting, Bonnie Van Slyke took action contacting Bradford Associates and the Bicycle Pathway Ad Hoc Committee to seek resolution on these issues.

The following safety issues were identified in order of need of attention. A map has been included to highlight the areas of concern.

- 1) There was a very serious concern that the multipurpose trail was traversing too close to Disc Golf tee area and basket 12. The multipurpose trail parallels the tee directionality and there is a concern that golfers are throwing toward tee 12 that appears to be very close the bike path. The concern was that there was not enough vegetation being preserved to keep a healthy boundary between riders and golfers in this area. The concern was not just the thickness of the vegetation but the height of the vegetation as well. At the time of this writing, because Bonnie Van Slyke sent an email on 9/28/2016, Bradford Associates, Bill Wilson and T.M. Dyer have meet to discuss this potential area of concern. T.M. Dyer feels like he is satisfied with the safety of this site.
- 2) The multipurpose trail shares space with holes 3 and 10 in that tee pads are painted in the road which is now the designated multipurpose trail. The concern is that no boundary of any height will be used around the bike path in these areas to allow the disc golf and the multipurpose trail to utilize the same space.
- 3) The final concern regards the area of the multipurpose trail that passes down Festival Lane along the playground to Park Lane. The piece of Festival Lane from Park Lane to the playground parking access gets heavily congested at times. During the summer, parents park in the large parking area and the playground parking area to access their children during summer day camp. With the playground and Little Nini Pond being very active in the summer, the traffic in this area is not well controlled. The multipurpose trail goes right through possibly the highest traffic area in the park.

It is our hope that some attention will be given to these areas of concern as it is in our highest interest to keep those in the recreational areas safe while they are enjoying the amenities in our town parks.

APPROVED – UNANIMOUS VOTE
PARKS & RECREATION COMMISSION – SPECIAL MEETING
10/13/2016

RESULT: APPROVED [UNANIMOUS]
MOVER: Sonita K. Cummings, Commissioner
SECONDER: Jodi Frank, Commissioner
AYES: Eaves, Quillen, Beasley, Campbell, Cummings, Frank, Vazquez
ABSENT: Dowdell, Currier, DeMerchant, Deyorio, Nowell

3. ADJOURNMENT

Motion to adjourn at 7:35 PM

RESULT: APPROVED [UNANIMOUS]
MOVER: Sonita K. Cummings, Commissioner
SECONDER: Jodi Frank, Commissioner
AYES: Eaves, Quillen, Beasley, Campbell, Cummings, Frank, Vazquez
ABSENT: Dowdell, Currier, DeMerchant, Deyorio, Nowell

APPROVED OCTOBER 25, 2016