

PARKS & RECREATION COMMISSION

FINAL MINUTES

Tuesday October 28, 2014 @ 7:00 PM

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
Susie Fehrmann	Commissioner	Absent
Jodi Frank	Commissioner	Present
Richard E. Horstmann	Commissioner	Present
Thomas L. Nowell	Commissioner	Absent
Edward Vazquez	Commissioner	Present

The meeting was called to order by Chairperson Timothy Quillen at 7:14 PM.

Also in attendance were Town Council Liaison Paula Andersen, Parks and Recreation Director Jay Primiano and Program Director Vicky Hilton.

2. APPROVAL OF MINUTES

September 23, 2014 Parks and Recreation Draft Minutes

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

3. COMMENTS FROM PUBLIC

There were no comments from the public.

4. TOWN COUNCIL LIAISON REPORT

There was no Town Council Liaison Report.

5. NEW BUSINESS

- a. Enabling Parks and Recreation Director the Ability to Approve Repeat Events that Have Historically Waived Fees

Parks and Recreation Director Jay Primiano reintroduced the rental policy and the need for clarity with the policy. He cited the need for the Director of Parks and Recreation to approve repeat events in the Park where fees have been previously waived.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Richard E. Horstmann, Commissioner
SECONDER:	Jodi Frank, Commissioner
AYES:	Quillen, Beasley, Campbell, Cummings, Frank, Horstmann, Vazquez
ABSENT:	Dowdell, Currier, DeMerchant, Deyorio, Fehrmann, Nowell

b. Request for Brush Cut at Charlestown Moraine Preserve for Walking Trails

Richard Thieke from the Conservation Commission spoke towards the Moraine Preserve project, which is a phased project.

Director Primiano noted that he was not involved in planning or any discussions regarding the Moraine Preserve project.

Mr. Thieke mentioned that the property was bought for passive recreation. The property lends itself to hiking and walking as it is densely populated by rhododendron.

Mr. Thieke stated the only area for a parking lot was on Kings Factory Road, as the southern border lies near Route 1. He mentioned that there would be minimal disturbance of the land. That the trails will not require any digging and the plan is for brush to be cut.

Chairperson Quillen asked who would be responsible to maintain the trails. Mr. Thieke responded that if the trails are used frequently they will not require maintenance, much like the Richard Trails. He said that phase one (1) was the eastern side and phase two (2) was the western side.

Mr. Thieke discussed the parking lot saying it may measure 60 X 60, would fit approximately ten (10) cars and would be completed by Town's Department of Public Works.

RESULT:	APPROVED [5 TO 1]
MOVER:	Richard E. Horstmann, Commissioner
SECONDER:	Sonita K. Cummings, Commissioner
AYES:	Quillen, Campbell, Cummings, Horstmann, Vazquez
NAYS:	Frank
ABSTAIN:	Beasley
ABSENT:	Dowdell, Currier, DeMerchant, Deyorio, Fehrmann, Nowell

6. OLD BUSINESS

7. COMMUNICATIONS RECEIVED

a. Proposed July Ninigret Park Event - Charlestown Independence Gourmet Food Truck Carnival and Fireworks

Commissioner Cummings asked if U.S. Fish and Wild life were ok with fireworks.

Director Primiano noted the intent was to create a collaborative effort between the Charlestown Chamber of Commerce along with the Parks and Recreation Department with the intent to raise monies for the Friends of Ninigret Park. The split would be 50% to Friends of Ninigret Park and 50% to the Charlestown Chamber of Commerce. The major contribution from Town would be the facility, Ninigret Park.

The event would be gourmet food trucks with an emphasis on local foods. Director Primiano also noted that there were no fireworks in Charlestown on the Fourth of July and that there were approximately 25,000 people in Charlestown during the week of the Fourth of July.

There would be no fees charged, so there would be no need for gates, but there would be a donation for parking.

The Commission discussed the proposed times. Noting the event could end at 10:00 PM on the first two nights and on July 5th could close at 8:00 PM.

Heather Paliotta from the Charlestown Chamber of Commerce also discussed the times of the event. It was noted that she was present and instrumental at the Pumpkin Walk event and would be participating at the Trunk or Treat event.

Ms. Paliotta mentioned there may be one (1) easy listening band a night.

Commissioner Frank noted the event may not be for local people as locals look for events in September.

Director Primiano noted the event would serve beer and wine and that the Chamber would be applying for the permit and would give a donation to the Friends of Ninigret Park.

Sunny Cummings motioned for the event to be approved contingent upon the approval from the fire district and U. S. Fish and Wildlife and the amended times.

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

b. Charlestown Italian Food and Music Festival - Royal Festivals, Inc.

It was noted that the Park was crowded with events during that time of the year.

Commissioner Frank noted it was too similar to other events that are already occurring in Ninigret Park.

Director Primiano noted that the operation was a professional one.

RESULT:	TABLED [UNANIMOUS]	Next: 11/25/2014 7:00 PM
MOVER:	Sonita K. Cummings, Commissioner	
SECONDER:	Jodi Frank, Commissioner	
AYES:	Quillen, Beasley, Campbell, Cummings, Frank, Horstmann, Vazquez	
ABSENT:	Dowdell, Currier, DeMerchant, Deyorio, Fehrmann, Nowell	

c. RI CAN Polar Plunge - 2015

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

d. Charlestown Chamber of Commerce 31St Annual Seafood Festival

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

8. PARKS AND RECREATION DIRECTOR REPORT

October Director's Report

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Edward Vazquez, Commissioner
SECONDER:	Julia Beasley, Commissioner
AYES:	Quillen, Beasley, Campbell, Cummings, Frank, Horstmann, Vazquez
ABSENT:	Dowdell, Currier, DeMerchant, Deyorio, Fehrmann, Nowell

9. PROGRAM MANAGER REPORT

October Program Manager's Report

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

10. COMMITTEE REPORTS

Chairperson Tim Quillen noted that the Friends of Ninigret Park Meeting was canceled.

It was noted there was a tree in the Dog Park that needed to be cut.

Director Primiano noted that there are dogs running around park scaring people and defecating on the soccer fields and asked if the Commission had any ideas to help with these problems. The signage requesting dogs to be leashed was cited.

11. COMMISSION COMMENTS

Julia Beasley discussed the ice rink and recruiting school groups to help set up and maintain the rink.

Sunny Cummings asked if clothing for Commission members could be purchased by individual Commission members that say Parks and Recreation Commission and could be worn during events.

Jodi Frank gave the Tree Steward's Report. She noted that Peter Wronski and Mr. Frank received a State award and that Ninigret Park was recognized as a top program. The Tree Council may donate eight (8) or ten (10) trees to Ninigret Park, and Ninigret Park was voted by the University students as a favorite site.

Tim Quillen thanked everyone for all their help with the Pumpkin Walk.

12. NEXT MEETING DATE

Tuesday, November 25, 2014 Town Hall, Council Chambers 4540 South County Trail

13. ADJOURNMENT

Motion to adjourn at 8:10 PM

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