

# PARKS & RECREATION COMMISSION

## MINUTES

Tuesday, August 25, 2015 @ 7:00 PM

### 1. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Timothy Quillen	Chairman	Present	
Cheryl Dowdell	Vice Chair	Present	
Sonita K. Cummings	Commissioner	Present	
Julia Beasley	Commissioner	Absent	
Ryan Campbell	Commissioner	Absent	
Holly Eaves	Commissioner	Present	
David Currier	Commissioner	Absent	
Keith D. DeMerchant	Commissioner	Present	
Donna M. Deyorio	Commissioner	Present	
Jodi Frank	Commissioner	Present	7:09 PM
Richard E. Horstmann	Commissioner	Absent	
Thomas L. Nowell	Commissioner	Absent	
Edward Vazquez	Commissioner	Present	

Also present was Town Council Liaison Bonnie Van Slyke, Boy Scout Evan Vazquez, Boy Scout Brandon Perrone and Parks and Recreation Director Vicky Hilton.

### 2. APPROVAL OF MINUTES

#### b. July 28 2015 Minutes

Jodi Frank was absent for the vote.

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

### 3. COMMENTS FROM PUBLIC

TM Dyer spoke about the upcoming August 30<sup>th</sup> Disc Golf event and asked for tee sponsorships. He mentioned that the disc golf course was in great condition.

### 4. TOWN COUNCIL LIAISON REPORT

There was no Town Council Liaison Report.

### 5. NEW BUSINESS

#### a. Columbia Heights Eagle Scout Project Update

Boy Scout Evan Vazquez updated the Commission on his Columbia Heights project. He presented his list of priorities which may include removal of the rocks in the parking area, and replacing them with long-lasting durable fence. He mentioned plantings that take little water and replacing the sign with a new one. He mentioned the current sign is rusty. His priorities were was bringing in plant life, removing the rocks and putting in a new sign.

It was noted that there had been a fence at the park and that it reached its life span and had to be removed and was replaced with the rocks. The Commission discussed the rocks and issues with maintaining the current field with rocks there. Mr. Evan Vazquez noted that if the field was used by sports groups they would not be able to access the field with the rocks in their current spot.

The Commission recommended Mr. Vazquez meet with the Parks and Recreation Director and the Department of Public Works Department.

**RESULT: NO VOTE TAKEN**

b. Ninigret Park War Memorial Sign Replacement Eagle Scout Project

Boy Scout Brandon Perrone presented his proposal to remove and replace the naval auxiliary sign in Ninigret Park. He provided a background for himself and a brief history of the Ninigret Park. He mentioned the current sign was in disrepair.

He mentioned a tentative date for unveiling the sign on May 21, 2016, Armed Forces Day, stating it might be a good way to honor the veterans who served there and to bring awareness to Armed Forces Day.

Mr. Perrone stated the sign would be made of a vinyl-type material.

Frank Glista spoke about his support of the project.

Andrew Dwyer, an Eagle Scout who replaced the sign 22 years ago spoke about the sign and his support of the project.

Joe Deslaurier a 37 year Charlestown resident spoke about a history of the sign and the area and congratulated the scouts on trying to attain their Eagle Scout status.

**RESULT: APPROVED [UNANIMOUS]**  
**MOVER:** Keith D. DeMerchant, Commissioner  
**SECONDER:** Edward Vazquez, Commissioner  
**AYES:** Eaves, Quillen, Dowdell, Cummings, DeMerchant, Deyorio, Frank, Vazquez  
**ABSENT:** Beasley, Campbell, Currier, Horstmann, Nowell

c. Program Director Position Update

Parks and Recreation Director Vicky Hilton updated the Commission on the Program Manager's position. She mentioned the position was a full time budgeted position.

**RESULT: NO VOTE TAKEN**

d. Ninigret Park Basketball Courts

Parks and Recreation Director Vicky Hilton reported that more research was necessary and asked that it be tabled until the following month.

**RESULT: NO VOTE TAKEN**

e. Legal Opinion from Town Solicitor Regarding Master Plan Improvements and the Bond Referendum

Commission Chairperson Tim Quillen reported that he spoke to the Town Solicitor and Town Administrator and asked which Master Plan the bond referendum would apply too. Mr. Quillen reported that their opinion was that whatever project, whether it is from 2008 Master Plan or 2014 Master Plan is decided upon would then go to the Town Council for approval, and if there was a question it would then go to the bond council.

**RESULT: NO VOTE TAKEN**

f. Master Plan Discussion

Commission member Cheryl Dowdell reviewed the memo from the Parks and Recreation Commission to the Town Council and from George Tremblay and Virginia Lee to the Parks and Recreation Commission.

Ms. Dowdell reviewed the Ninigret Park Master Plan Workshop Maps packet. Updates, revisions and placeholders were noted.

The Commission discussed priorities and the joint workshop with the Town Council. The commission discussed suggestions to bring to the workshop. Each member was given an opportunity to discuss their priorities.

The Commission motioned to go forward with the revised packet and priorities for the joint workshop.

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

g. Review of Ninigret Park Fund

Commission member Cheryl Dowdell mentioned that large event fees are submitted to the Ninigret Park fund, and that small event fees go into the general ledger. The Commission discussed how to request that small event fees be placed in the Ninigret Park fund and that park users are under the impression that the small event fees go towards the park. The Commission discussed finding out the amount of fees from user groups that go into the general ledger and how to request that they go into the Ninigret Park Fund.

<b>RESULT:</b>	<b>NO VOTE TAKEN</b>
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h. Frosty Drew Communication

Chairperson Tim Quillen read an excerpt of the communication from the Frosty Drew Organization in regards to the Seafood Festival. The Commission discussed the communication and the tone of the communication.

Scott MacNeill, Director of the Frosty Drew Observatory spoke about the communication. Mr. MacNeill mentioned that it echoed the sentiments expressed by patrons on the evening of the communication.

The Commission discussed events in the park and the process for approval and potential issues with events including issues with parking attendants, the gate and lighting. It was noted that issues could be addressed between the parties.

Cara Scott of the Frosty Drew Observatory noted that she had met with the parties involved and they were working together.

The Commission discussed the application for large events and communication with parking staff for events and how the Commission can address the issues.

<b>RESULT:</b>	<b>NO VOTE TAKEN</b>
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6. OLD BUSINESS

a. Advisory Opinion Regarding Site 8 Remediation

Commission member Sunny Cummings mentioned that her questions regarding site 8 were answered. She noted that in the sample ELUR digging 10 feet down is allowable.

Parks and Recreation Director Vicky Hilton read a communication from Town Councilor George Tremblay. "The Parks and Recreation Commission has yet to write an advisory on the Environmental Land Use Restriction, ELUR proposed by the Army Corps of Engineers for the quarantined 3 acre parcel in Ninigret Park. As I understand it, soil is not to be disturbed without following strict guidelines approved by the ACOE Office of Waste Management, and occupied buildings are not allowed on the site unless vapor barriers adequate to prevent infiltration of volatiles from the ground are installed. These precautions severely restrict use of ELUR site.

The restrictions imposed by the pending ELUR contract prompt me to suggest Parks and Rec explore the possibility of putting an array of solar panels on the site. Installation would require a minimum of soil disturbance, promote the use of alternative energy, offset the cost of electricity consumed in municipal buildings, render the area secure from public intrusion, and give your department and the town a public relations coup. My guess is that experienced in house grant writers could get much of the project funded from outside sources. Please consider this suggestion, and pass it on to the Parks and Recreation Commission for discussion to explore its potential."

The commission motioned that the draft sample of the ELUR is acceptable to the Parks and Recreation Commission, that the Commission recommends to the Town Council that it go forward with the an attachment in the Master Plan with the ELUR and with the minimum depth of soil disturbance to remain 10 feet.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Holly Eaves, Commissioner
<b>SECONDER:</b>	Sonita K. Cummings, Commissioner
<b>AYES:</b>	Eaves, Quillen, Dowdell, Cummings, DeMerchant, Deyorio, Frank, Vazquez
<b>ABSENT:</b>	Beasley, Campbell, Currier, Horstmann, Nowell

7. COMMUNICATIONS RECEIVED
8. SPECIAL PROJECTS
9. PARKS AND RECREATION DIRECTOR'S REPORT
  - a. August 2015 Director's Report

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>SECONDER:</b>	Sonita K. Cummings, Jodi Frank
<b>AYES:</b>	Eaves, Quillen, Dowdell, Cummings, DeMerchant, Deyorio, Frank, Vazquez
<b>ABSENT:</b>	Beasley, Campbell, Currier, Horstmann, Nowell

10. COMMITTEE REPORTS
  - a. Friends of Ninigret Park Subcommittee Report

The September 20<sup>th</sup> event was discussed. The Commission discussed volunteering for the event. It was noted sponsorships were needed.

- b. Dog Park Subcommittee Report

Mr. Quillen reported that there were 2 broken rails at the small dog park and that they were going to be repaired.

- c. Tree Steward's Report

Tree Steward Jodi Frank reported that a tree was run over, and that volunteers from Roger Williams University were coming to help out.

11. COMMISSION, DIRECTOR AND LIAISON COMMENTS

Holly Eaves asked about the progress of the 5K Subcommittee.

Pat Kent asked that at the next meeting the map packets be made available to those in the public and asked about pipes in the park and original plans.

12. COMMISSION AGENDA REQUESTS

13. NEXT MEETING DATE - TUESDAY, SEPTEMBER 22, 2015 AT 7:00 PM IN THE TOWN HALL'S TOWN COUNCIL CHAMBERS, 4540 SOUTH COUNTY TRAIL

14. NEXT TOWN COUNCIL MEETING SEPTEMBER 14, 2015

15. ADJOURNMENT

a. Motion to adjourn at 8:35 PM

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Sonita K. Cummings, Commissioner
<b>SECONDER:</b>	Donna M. Deyorio, Commissioner
<b>AYES:</b>	Eaves, Quillen, Dowdell, Cummings, DeMerchant, Deyorio, Frank, Vazquez
<b>ABSENT:</b>	Beasley, Campbell, Currier, Horstmann, Nowell