

PARKS & RECREATION COMMISSION

MINUTES

Tuesday January 26, 2016 @ 7:00 PM
Open Meeting in the Council Chambers

1. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Timothy Quillen	Chairman	Present	
Cheryl Dowdell	Vice Chair	Present	
Holly Eaves	Commissioner	Present	
Julia Beasley	Commissioner	Present	7:08 PM
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	
Richard E. Horstmann	Commissioner	Present	
Thomas L. Nowell	Commissioner	Absent	
Edward Vazquez	Commissioner	Absent	

Also in attendance were Town Council Liaison Bonnie Van Slyke, Town Administrator Mark Stankiewicz and Parks & Recreation Director Vicky Hilton.

2. APPROVAL OF MINUTES

a. November 17, 2015 Minutes

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

3. COMMENTS FROM PUBLIC

TM Dyer updated the Commission on the 2016 Ice Bowl event. He thanked the town for sponsoring the event and displayed trophies and posters that participants could win.

4. TOWN COUNCIL LIAISON REPORT

Town Council Liaison Bonnie Van Slyke reported that the Assistant Director position was advertised, the tennis and basketball court bids were out to be reviewed in February, that the soccer field gate was bid in February and that crack sealing, chip sealing and lining the roads would be completed in the Ninigret Park. Town Councilor Van Slyke also reported that the Sr. Community Center furnace had been replaced.

5. NEW BUSINESS

Motion to hold off agenda item 5.d. until Frank Glista could be present to speak.

RESULT:	APPROVED [7 TO 1]
MOVER:	Cheryl Dowdell, Vice Chair
SECONDER:	Sonita K. Cummings, Commissioner
AYES:	Quillen, Dowdell, Beasley, Campbell, Cummings, Frank, Horstmann,
NAYS:	Eaves
ABSENT:	Currier, DeMerchant, Deyorio, Nowell, Vazquez

a. Flagpole Gardens Update - Cody Clarkin

Cody Clarkin updated the Parks & Recreation Commission on the progress he has made on the Flagpole Gardens project. He mentioned a mason that may have materials and would provide labor on the wall. He also mentioned an upcoming meeting with Congressman Jim Langevin to discuss potential grants.

RESULT:	NO VOTE TAKEN
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b. Ninigret Park Playground Renovations Update

Town Administrator Mark Stankiewicz reported that he and the Parks & Recreation Director went to the Ninigret Park Playground to look at equipment as the equipment there was approximately 15 to 20 years old. They met with Meghan O'Brien of M.E. O'Brien and Sons to see what needed to be replaced and updated.

A list of items to renovate and update was made. The Commission reviewed the recommendations. It was noted that it was a highly visible and utilized part of the park.

The Commission reviewed some of the handicapped accessible portions of the renovations. Programs that use the playground and general public use were discussed.

Sustaining the playground in the future and maintaining it were discussed. Yearly inspections of the playground were also mentioned. It was noted that expanding the playground and the addition of surface materials was included in the price.

The Commission discussed redundancies and similarities in proposed equipment.

Potential funding sources for the project were discussed including the bond and the Ninigret Park Fund.

The costs of other projects were discussed by the Commission including the park's entrance, signage, tennis court renovations and walking trails.

Renovating the playground then adding the new components at a later date was discussed.

The Commission discussed the list of priorities that they developed and where the playground project fit in with that list. Also, discussed was the issues that may arise from asking for the improvements as a capital expense including the time it may take to complete the project.

Motion to renovate the two parks, 2 to 5 year olds and 5 to 12 year olds and not do options 1, 2, and 3 until a later time; in the amount of \$50,000 to be taken out of the Ninigret Park Fund.

RESULT:	APPROVED [7 TO 1]
MOVER:	Sonita K. Cummings, Commissioner
SECONDER:	Richard E. Horstmann, Commissioner
AYES:	Eaves, Quillen, Dowdell, Campbell, Cummings, Frank, Horstmann
NAYS:	Beasley
ABSENT:	Currier, DeMerchant, Deyorio, Nowell, Vazquez

c. Little Nini Pond Beach Restoration

The Town Administrator presented the memorandum from the Public Works Director regarding the restoration of beach sand for the Little Nini pond. It was noted that twelve (12) inches of new sand was need and it would cost \$18,530.

Funding the project from the Ninigret Park fund and other funding sources were discussed. Replacing beach sand as a line item in the public works budget or Parks & Recreation Department budget was discussed by the Commission. Sinking funds for maintenance items and utilizing the Ninigret Park Fund as a sinking fund was mentioned. It was noted that the Ninigret Park fund was replenished by fees from large events.

Cheryl Dowdell motioned that the sand be replaced as proposed and that the funds come from the Ninigret Park Fund.

RESULT:	APPROVED [7 TO 1]
MOVER:	Cheryl Dowdell, Vice Chair
SECONDER:	Sonita K. Cummings, Commissioner
AYES:	Quillen, Dowdell, Beasley, Campbell, Cummings, Frank, Horstmann
NAYS:	Eaves
ABSENT:	Currier, DeMerchant, Deyorio, Nowell, Vazquez

d. Setting Fees for Large Events in Ninigret Park

Parks & Recreation Director Vicky Hilton reported that in 2008 the Town decided on the uniform fee of \$9,000 for large events and that was after tense negotiations with promoters. Director Hilton recommended that the \$9,000 fee remain until changes and upgrades are made to Ninigret Park.

The size of the function, the duration of the events and the amount of people that attend the events were used as examples of why a flat fee was in question.

Frank Glista, Chairman of the Economic Improvement Commission presented a study from 2008 that was titled the Impacts of Local Businesses During Major Festivals in Ninigret Park. The survey stated that the majority businesses enjoyed increased activity during the festival season and would like to see more events come to Ninigret Park.

Mr. Glista discussed past events that had used the park and have since left. Mr. Glista presented Mr. Tremblay's formula for fees. How to determine the rate was discussed. Mr. Glista noted that increasing the fees could potentially lead to the loss of the two events that currently use the park.

The lack of infrastructure in the Park was discussed. Mr. Glista noted that if the Town provided an event center the Town could raise the rate. The Commission discussed revisiting the rate when there were improvements. The Commission noted the past commissions and councilors that had discussed Ninigret Park Fees. The lack of marketing and staff to support events were also noted.

The support that the current event promoters have given the Town was noted including supporting concerts and installing wells in Ninigret Park.

Commissioner Cheryl Dowdell motioned to recommend to the Town Council that the policy is to leave the current charges in place for large events until an event center is a reality.

RESULT:	APPROVED [7 TO 1]
MOVER:	Cheryl Dowdell, Vice Chair
SECONDER:	Jodi Frank, Commissioner
AYES:	Quillen, Dowdell, Beasley, Campbell, Cummings, Frank, Horstmann
NAYS:	Eaves
ABSENT:	Currier, DeMerchant, Deyorio, Nowell, Vazquez

e. Beach Pass Fees - 2016

The Commission noted that beach pass fees were increased in 2015. Commissioner Jodi Frank motioned to make no changes to beach pass fees in 2016.

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

6. OLD BUSINESS

a. Bicycle Ad Hoc Update

Director Hilton distributed a tentative schedule for the Ninigret Pathways provided by Faith LaBossiere. Commissioner Julia Beasley updated the Commission on the progress of the Bicycle Pathway Ad Hoc.

RESULT:	NO VOTE TAKEN
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b. Sr. Community Center Lighting Update

Town Administrator Mark Stankiewicz reported that the project was funded by a grant and that costs were greater than expected and that the generator was a higher priority than the lights. He reported that the project would be placed in the budget for fiscal year 2017. The Commission asked if temporary lighting could be looked at. It was noted that there were never any lights in the parking lot and that programs had increased.

RESULT:	NO VOTE TAKEN
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7. COMMUNICATIONS RECEIVED

Motion to move agenda item 7. j. up to after item 6.b.

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

Motion to approve agenda item a. through d. and f. through i.

Commission member Sunny Cummings motioned for agenda items a. Through d. And f. Through j. To be approved. Commissioner Horstmann seconded the motion.

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

a. Frosty Drew - Evening Under the Stars

Commission member Sunny Cummings motioned for agenda items a. through d. and f. through i. to be approved. Commissioner Horstmann seconded the motion.

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

b. War Memorial Sign Dedication Ceremony

Commission member Sunny Cummings motioned for agenda items a. Through d. And f. Through i. To be approved. Commissioner Horstmann seconded the motion.

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

c. Charlestown Community Garden/Johnnycake Center Plant Swap

Commission member Sunny Cummings motioned for agenda items a. through d. and f. through i. to be approved. Commissioner Horstmann seconded the motion.

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

d. Arrowhead Dental - Miles for Smiles 5K 2016

Commission member Sunny Cummings motioned for agenda items a. through d. and f. through i. to be approved. Commissioner Horstmann seconded the motion.

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

e. Friends of Ninigret Park/Charlestown Chamber of Commerce Fall Festival

Chairperson Tim Quillen explained that Friends of Ninigret Park had the Fall Festival in 2015 and that this event was a joint partnership with the Charlestown Chamber of Commerce as the Chamber can help with permitting and vendors. The Commission asked that the application be approved contingent that it be updated.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Cheryl Dowdell, Vice Chair
SECONDER:	Holly Eaves, Commissioner
AYES:	Eaves, Quillen, Dowdell, Beasley, Campbell, Cummings, Frank, Horstmann
ABSENT:	Currier, DeMerchant, Deyorio, Nowell, Vazquez

f. Bob Beal Memorial Criterium 2016

Commission member Sunny Cummings motioned for agenda items a. through d. and f. through j. to be approved. Commissioner Horstmann seconded the motion.

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

g. Mystic Velo Criterium 2016

Commission member Sunny Cummings motioned for agenda items a. through d. and f. through j. to be approved. Commissioner Horstmann seconded the motion.

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

h. NEMCA Racing Skills Clinic

Commission member Sunny Cummings motioned for agenda items a. through d. and f. through j. to be approved. Commissioner Horstmann seconded the motion.

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

i. Rhythm & Roots

Commission member Sunny Cummings motioned for agenda items a. through d. and f. through j. to be approved. Commissioner Horstmann seconded the motion.

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

j. Seaside Classic Application - 2016

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

8. PARKS AND RECREATION DIRECTOR'S REPORT

a. January Director's Report

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

9. COMMITTEE REPORTS

a. Ninigret Park Trail Subcommittee Report

Commissioner Holly Eaves reported that they had a walking meeting which was well attended, and that a 5K was being worked on. Commissioner Eaves mentioned that at the walking meeting there was a resounding communication from the runners that the trail not be paved.

RESULT:	NO VOTE TAKEN
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b. Friends of Ninigret Park Subcommittee Report

Chairperson Quillen reported that the biggest result of the last meeting was the event and the collaboration with the Chamber.

RESULT: NO VOTE TAKEN

c. Dog Park Report

Chairperson Quillen noted that spring cleanup would begin.

RESULT: NO VOTE TAKEN

d. Tree Steward's Report

Tree Steward Jodi Frank reported that they were looking to move to native trees.

RESULT: NO VOTE TAKEN

10. COMMISSION COMMENTS

Richard Horstmann reported that Commissioner Nowell was home.

Cheryl Dowdell read an excerpt from the paper.

Sunny Cummings asked about a sign in the park.

Jodi Frank noted that she did not want any more pavement in the Park.

Holly Eaves thanked the Commission.

11. AGENDA ITEMS FOR NEXT MEETING

12. NEXT MEETING DATE - TUESDAY, FEBRUARY 23, 2016 AT 7:00 PM IN THE TOWN HALL'S TOWN COUNCIL CHAMBERS, 4540 SOUTH COUNTY TRAIL

13. NEXT TOWN COUNCIL MEETING - MONDAY, FEBRUARY 8, 2016 AT 7:00 PM

14. ADJOURNMENT

Motion to adjourn at 9:00 PM

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