

PARKS & RECREATION COMMISSION

FINAL MINUTES

Tuesday, October 27, 2015 @ 7:00 PM

Open Meeting - Council Chambers

1. CALL TO ORDER

| Attendee Name | Title | Status |
|----------------------|--------------|---------|
| Timothy Quillen | Chairman | Present |
| Cheryl Dowdell | Vice Chair | Present |
| 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 | Present |
| Jodi Frank | Commissioner | Absent |
| Richard E. Horstmann | Commissioner | Present |
| Thomas L. Nowell | Commissioner | Absent |
| Edward Vazquez | Commissioner | Present |
| Holly Eaves | Commissioner | Present |

Meeting was called to order at 7:02 PM by Chairperson Tim Quillen. Also in attendance were Town Council Liaison Bonnie Van Slyke and Parks and Recreation Director Vicky Hilton.

2. APPROVAL OF MINUTES

b. September 22, 2015 DRAFT Minutes

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| RESULT: | APPROVED [7 TO 0] |
| MOVER: | Edward Vazquez, Commissioner |
| SECONDER: | Richard E. Horstmann, Commissioner |
| AYES: | Quillen, Beasley, Campbell, Cummings, Deyorio, Horstmann, Vazquez |
| ABSTAIN: | Eaves, Dowdell |
| ABSENT: | Currier, DeMerchant, Frank, Nowell |

3. COMMENTS FROM PUBLIC

There were no comments from the public.

4. TOWN COUNCIL LIAISON REPORT

Town Council Liaison Bonnie Van Slyke reported that the Fall Festival event was great.

5. NEW BUSINESS

a. Eagle Scout Flagpole Gardens Update by Cody Clarkin

Cody Clarkin presented the updates to the Flagpole Gardens project which included a business proposal, article that appeared in the Westerly Sun and updated plan. Mr. Clarkin reported that he reached a milestone over the summer by raising \$10,000. He continued to report on his summer fundraising endeavors.

He asked the Commission for their recommendation on how to proceed with the project. The Commission suggested Mr. Clarkin meet with the Building Official and Department of Public Works Director to see what is required. The Commission also noted that the Town Council has approved the preliminary drawing.

William Clarkin noted that there were still many steps required. He asked the Commission and public for input on the project design.

RESULT: NO VOTE TAKEN

b. Cancellation of December 15, 2015 Meeting

The Commission discussed waiting to cancel the December meeting until the November Parks and Recreation Commission meeting.

RESULT: NO VOTE TAKEN

c. Priority of Improvements in Ninigret Park

The Commission discussed the results of the Town Council meeting with regards to the list of priorities that was submitted to the Town Council from the Commission. The Commission discussed waiting to see the Town Council motion.

The Commission discussed a gate and fence at the Criterium to stop people from walking across the Criterium. The Commission discussed safety fencing at the Criterium as a priority over repaving the course.

Commission member Cheryl Dowdell motioned to not go forward with the resurfacing of the Criterium Course and to go forward with the safety aspect.

The Commission then discussed signage at the course and the need and planning for it. The Commission discussed the progress of the Bicycle Ad Hoc Committee and how it interacts with signage and the Park.

The Commission discussed the process of placing an RFP and the need for composting restrooms along the trail and writing a grant to pay to install them. The Commission also discussed that they wanted to continue down the list of priorities with remaining bond money.

Different ways to make the soccer organization and participants aware of the safety issue with the Criterium was discussed amongst the members. Asking parents to volunteer to redirect soccer participants around the course was suggested.

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

d. Ninigret Park Nature Trails

Chairperson Quillen presented a map showing some of the roads in Ninigret Park and mentioned tying the Bicycle trail into a 5k trail. Vice-Chairperson Chery Dowdell reported on the progress of the Bicycle 5K.

The Commission discussed the progress and need for a Trail Subcommittee. Julia Beasley and Holly Eaves offered to be members of the Subcommittee and mentioned that at a previous meeting Jodi Frank offered to be on the Subcommittee as well. Ms. Eaves cited issues that making nature trails might need to address and organizations and department heads the Subcommittee would have to meet with.

Julia Beasley motioned to solidify the trails Subcommittee with 3 appointees being Holly Eaves, Julia Beasley and Jodi Frank.

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

e. Parks and Recreation Commission Presence at Town Council Meetings

Chairperson Quillen apologized for not being able to attend the October Town Council meeting. Chairperson Quillen asked members of the Commission try to attend some Town Council meetings. He asked that the Commission go together for support. The Commission suggested that 2 or 3 members be present at the meeting.

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| RESULT: | NO VOTE TAKEN |
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6. OLD BUSINESS

a. Program Manager Position Discussion

Parks and Recreation Director Vicky Hilton presented a description for the full-time position titled Recreation Leader. It was noted the position would compliment the existing Director position.

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| RESULT: | NO VOTE TAKEN |
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b. Amendment to the Guidelines for Large Events Cover Sheet

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

7. COMMUNICATIONS RECEIVED

a. Seafood Festival Application - 2016

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

8. SPECIAL PROJECTS

9. PARKS AND RECREATION DIRECTOR'S REPORT

a. October 2015 Director's Report

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

10. COMMITTEE REPORTS

a. DOG PARK SUBCOMMITTEE

Chairperson Quillen reported that the Dog Park Subcommittee would be meeting on Saturday, October 31st.

b. FRIENDS OF NINIGRET PARK SUBCOMMITTEE

It was reported that at the last Friends of Ninigret Park Subcommittee meeting the Fall Festival was discussed.

c. TREE STEWARD

No Tree Steward report was given.

11. COMMISSION, TOWN COUNCIL LIAISON AND DIRECTOR COMMENTS:

Sunny Cummings reported that the Fall Fun Fest was great.

12. AGENDA REQUESTS

13. NEXT MEETING DATE - TUESDAY, NOVEMBER 17, 2015 AT 7:00 PM, LOCATION TO BE ANNOUNCED.

14. NEXT TOWN COUNCIL MEETING - NOVEMBER 9, 2015 AT 7:00 PM

15. ADJOURNMENT

a. Motion to adjourn.

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