

PARKS & RECREATION COMMISSION

MINUTES

Tuesday, February 23, 2016 @ 7:00 PM

Open Meeting in the Council Chambers

1. CALL TO ORDER

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

Also in attendance was Parks and Recreation Director Vicky Hilton.

2. APPROVAL OF MINUTES

b. January 2016 Minutes

RESULT:	APPROVED [8 TO 0]
MOVER:	Richard E. Horstmann, Commissioner
SECONDER:	Sonita K. Cummings, Commissioner
AYES:	Eaves, Quillen, Dowdell, Cummings, Currier, Frank, Horstmann,
ABSTAIN:	DeMerchant, Vazquez
ABSENT:	Beasley, Campbell, Deyorio, Nowell

3. COMMENTS FROM PUBLIC

TM Dyer reported that he was thankful to the town for the inside space and to Frosty Drew for the use of their space for the Frostbite Classic Event. Mr. Dyer noted that in the fall of '96 he first came to the group and that the discussion around maintenance in the park was very exciting. He mentioned that he donated \$146 from the 2016 Frostbite event and that on April 23rd is the RI Overall Flying Disc Championship.

4. TOWN COUNCIL LIAISON REPORT

There was no Town Council Liaison report.

5. NEW BUSINESS

Motion to move up agenda item 7. a.

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

a. Flagpole Gardens Update - Cody Clarkin

Cody Clarkin reported that there is an architect who will help design the area around the flagpole and that Mark Weber is a mason who may help build the wall and supply some of the material. There is an excavation person and landscaper who would help. He reported that he is hoping to have a meeting with everyone in the month to discuss what they can do and to solicit ideas. He mentioned some dedications to consider.

Cody Clarkin asked about the kickball field backstop and a dedication memorial across the pond. The Commission discussed the need for more research. Mr. Clarkin asked members of the Commission to attend a meeting with the people who would be helping with the project.

Cody reported that he raised over \$13,000 for the project. He was looking at adding four pieces to the playground that were handicapped accessible. The total with installation but not surfacing was \$8,750. He reported on the additional pieces.

The Commission discussed the two parts of the project the flagpole and playground. Cody Clarkin mentioned that the project was two pronged and that as things were developing the focus was switched. That since the playground was getting funding now they didn't want to disturb the ground twice.

The Commission discussed the four pieces of the playground equipment. The Commission asked if there was coordination between the projects and that a meeting needs to take place between the Parks and Recreation Director, Cody Clarkin, someone from the Commission and the Town Administrator.

William Clarkin reported that his understanding was that the motion that was passed at the Town Council meeting was open to all accessible equipment at the playground.

Commissioner Cheryl Dowdell motioned that a meeting take place with Cody Clarkin, the Town Administrator, the Parks and Recreation Director and a member of the Commission and that Cody Clarkin is to come back to the Commission to report the fruition of the meeting.

Cody Clarkin added that the reason he was looking at the playground now was because of the discussion and money going to the playground and that originally he wanted to raise all the money first.

The Commission discussed the motion from the Town Council. Commissioner Tim Quillen read the following motion from the February 8, 2016 Town Council meeting, "motion was made by Mr. Gentz and seconded by Mr. Tremblay to use \$50,000 from bond funding for renovations for Kids Place adding the Lunar Blast and a contingency of 15%. Motion was made by Ms. Van Slyke, seconded by Mr. Tremblay and approved unanimously to amend the motion to consider handicapped accessible equipment for the future." The Commission discussed the motion.

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

b. Parks and Recreation Commission Elections for Chairperson, Vice-Chairperson and Secretary - 2016

Commissioner Sunny Cummings motioned for the Chairperson and Vice-Chairperson to remain the same.

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

Motion to keep Sunny Cummings as Secretary.

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

c. Send Letter to Town Council Seeking Clarification Regarding What Protocol Will be Set for the Priorities in Ninigret Park

Commissioner Quillen asked that he write a letter to the Town Council to be brought to the next Commission meeting for approval.

Commissioner Dowdell noted that good people can decide to disagree and read the following quote from Teddy Roosevelt, "great achievement and great effort does not come without error." The Commission discussed that it had set priorities for the bond after many meetings and that it was to be worked on whether it took three months or two years. The Commission noted that it pulled the Criterium Course after no one came forward to say it needed improvements to be frugal and do the things that needed attention. The Commission discussed the entrance and how it would be costly.

Commissioner Eaves recommended the letter suggest a protocol as that would be a little more proactive.

Deb Carney spoke as an outside observer, she noted that the proposal was put for in the amount \$200,000 that did not go out to bid and 20% of the bond was going toward a project that the Parks and Recreation did not put forth and did not come out of the meeting with the Town Council. She noted that there were no complaints about the playground. She noted that 20% of the bond was going to one vendor.

Sunny Cummings motioned for Commissioner Quillen to write the letter.

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

d. Purchase of Grills and Tables for Ninigret Park

The Commission discussed the need for picnic tables at the new pavilion. The Commission asked if the best price was coming from the vendor and questioned why it was not going out to bid even though it was a recognized vendor under an alliance. The Commission discussed the bid process. It was noted that there were complaints when Powaget Park went in and that the picnic tables were too hot to sit on. The Commission asked that the picnic tables be checked for their rating even though they will be under a pavilion as people will pull them out.

The Commission discussed the funding source, the Ninigret Park Fund or from the bond. It was noted that the picnic tables were in the Master Plan and that it should be taken from the bond.

Commissioner Dowdell motioned that the picnic tables were in the Master Plan and that funds be taken from the bond.

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

e. Bond Fund Allocation and Requests for Proposals

Commissioner Eaves mentioned that voting on items where the funds information was not available was difficult. She presented an example to keep track of what monies were coming out of the funds. The Commission went through the information. It was asked if the efforts were being duplicated with the Treasurer's Office. The Commission discussed the bike path and where the funds would come from.

Deb Carney mentioned that the bike path was not in the master plan and that the master plan calls for bike trails going to interlocking pods within the park and that it was not on the list of priorities. That the bond was for items that were in the master plan and that the bike path was not in the master plan and that it would be 20% of the bond to a project that was not in the master plan or approved by the Town Council.

Commissioner Vazquez motioned to have something like the example at every meeting going forward.

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

f. Ninigret Park Priorities

Commissioner Quillen mentioned that it would be addressed with the letter as the Parks and Recreation Commission came up with a list of priorities and that the letter would address the Town Council on whether they were going to follow it.

RESULT: NO VOTE TAKEN

g. Improvements to the Entrance of Ninigret Park and Signage

Commissioner Dowdell motioned to form a Subcommittee of three people to come up with enough information to come up with an RFP.

Commissioner Dowdell noted that there was only one road with a name in the park, Park Lane and that there were eleven possible roads. She recommended that the Subcommittee could do something to respect the space and that she spoke to multiple people including teachers that could work on the project as well and include community members.

Commissioner Ryan Campbell had communicated that he was interested on being on the Subcommittee; Commissioner Cheryl Dowdell indicated she wanted to be on it as well as Commissioner David Currier.

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

h. Ninigret Park Maintenance

Commissioner Quillen opened that as improvements to the park are made the Department of Public Works and funding and monies need to be included to keep things up. The Commission discussed the impact the projects would have, and increasing funding to the DPW budget to keep the park and all the parks in good shape.

The Commission discussed the Walking Trails and that for the dollars that would be budgeted some would be set aside for maintenance. Also noted was that as the park is built up and gets more usage the funds need to be increased. It was noted the park was being used in the winter more than ever.

Motion to increase communication with the Department of Public Works and Parks and Recreation Department for maintenance issues and future improvements of the park.

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

i. Advisory Opinion Sprague Property Allocation

Karen Jarret and Jane Burns from the Charlestown Land Trust discussed the Sprague property allocation. Ms. Jarret mentioned that it is 27 plus acres of land on the Pawcatuck River. The access was off Railroad Avenue and went to a whole system of trails. Ms. Jarret mentioned some potential uses for the property including an apiary and biking. She mentioned it had been a biodynamic farm, that it had vernal ponds and glacial holes. The funding was discussed. Ms. Jarret noted the high ecological value of the property.

The Commission discussed the title and the easement with DEM. The Commission discussed maintenance of the property as well. Ms. Jarret mentioned that she hoped someone from the Commission would be on the management committee.

Richard Horstmann motioned to proceed with the advisory opinion to approve the acquisition.

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

6. OLD BUSINESS

7. COMMUNICATIONS RECEIVED

a. South County Youth Soccer Club - Goal 4 Rams Soccer Tournament

Brian Bradley presented the application for the Goal 4 Rams Soccer tournament. He mentioned that his father started the tournament and that he was the former soccer coach at URI. The event was held previously at URI. It is a one day tournament on Saturday July 30th looking to be held at Ninigret Park. He would like to have the Chariho Youth Soccer Association be able to sell beverages and the teams from that organization would receive a discount.

Chairperson Tim Quillen read the following correspondence from Chariho Youth Soccer Association's President Leray Rinne. "We spoke with Mr. Bradley and all are comfortable with his proposal. Thank you, as always, for the consideration. Best regards, Leray."

Mr. Bradley reported that there would be one hundred participants and that it was a fun tournament. He mentioned that he would get a few vendors like Del's and Pizza by Fire. He also mentioned that he would take care of all the vendor paperwork.

The Commission discussed the new pricing policy and whether the application fell under the policy. Discussion ensued. The Commission discussed the Seaside Classic Tournament and the fee that was charged to that organization.

Commissioner Sunny Cummings motioned to approve the application with the caveat that the fee would need to be figured out.

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

8. PARKS AND RECREATION DIRECTOR REPORT

a. February Director's Report

Parks and Recreation Director Hilton asked that the only change be from "meeting" to "informal gathering" in her report regarding the Ninigret Park Trails Subcommittee.

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

9. COMMITTEE REPORTS

a. Ninigret Park Trails Subcommittee

Holly Eaves reported that the GIS Coordinator came up with a 5K trail that was revised with some new proposed trails. The new trail was able to be kept completely off the Criterium Course. Commissioner Eaves mentioned she hoped the next meeting would result in the final trail. The Commission discussed potential areas that may cost money. It was noted that the runners that were consulted wanted the varied tread.

RESULT:	NO VOTE TAKEN
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b. Dog Park Report Subcommittee

Commissioner Quillen reported, the Subcommittee has not had a meeting and that the fence was repaired and other maintenance took place.

RESULT:	NO VOTE TAKEN
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c. Friends of Ninigret Park Subcommittee

Commissioner Quillen reported that the Subcommittee has not met since the last Parks and Recreation meeting.

RESULT:	NO VOTE TAKEN
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d. Tree Steward Report

Tree Steward Jodi Frank reported that the trees are sleeping.

RESULT:	NO VOTE TAKEN
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10. COMMISSION COMMENTS

Commissioner Quillen noted an editorial in The Westerly Sun that mentioned there was \$80,000 for the Sr. Community Center lighting, but that the money was spent on the generator.

Commissioner Frank wanted the priorities settled, and that she was rushing and worried that they will run out of money.

Commissioner Dowdell will not be able to attend the next meeting.

Commissioner Cummings thanked staff and wished the department luck on interviews.

Commissioner Horstmann reported that he will not be at the March meeting.

11. AGENDA REQUESTS

12. NEXT MEETING DATE - TUESDAY, MARCH 22, 2016 AT 7:00 PM IN THE TOWN HALL'S TOWN COUNCIL CHAMBERS, 4540 SOUTH COUNTY TRAIL

13. NEXT TOWN COUNCIL MEETING - MONDAY, MARCH 14, 2016 AT 7:00 PM

14. ADJOURNMENT

Motion to adjourn at 8:45 PM.

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