

**PARKS & RECREATION COMMISSION**

**FINAL MINUTES**

**Tuesday June 23, 2015 @ 7:00 PM**

**1. CALL TO ORDER**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Holly Eaves	Commissioner	Present	
Timothy Quillen	Chairman	Present	
Cheryl Dowdell	Vice Chair	Present	
Julia Beasley	Commissioner	Present	7:08 PM
Ryan Campbell	Commissioner	Absent	
Sonita K. Cummings	Commissioner	Present	
David Currier	Commissioner	Absent	
Keith D. DeMerchant	Commissioner	Present	
Donna M. Deyorio	Commissioner	Present	
Jodi Frank	Commissioner	Present	
Richard E. Horstmann	Commissioner	Absent	
Thomas L. Nowell	Commissioner	Absent	
Edward Vazquez	Commissioner	Present	

Also present at the meeting was Town Council Liaison Bonnie Van Slyke and Acting Parks and Recreation Director Vicky Hilton.

**2. APPROVAL OF MINUTES**

b. May 26, 2015 Minutes

<b>RESULT:</b>	<b>APPROVED AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Sonita K. Cummings, David Currier
<b>SECONDER:</b>	Jodi Frank, Commissioner
<b>AYES:</b>	Eaves, Quillen, Dowdell, Cummings, Currier, Deyorio, Frank, Vazquez
<b>ABSTAIN:</b>	DeMerchant
<b>ABSENT:</b>	Beasley, Campbell, Horstmann, 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. Columbia Heights Eagle Scout Project

Evan Vazquez a Life Scout of Troop 1 Richmond, RI presented his proposed project for Clark Memorial Park. He mentioned wanting to help the community by improving the foliage and décor of the park to make it more inviting. He noted the playground was in the back left hand corner of the park and needed to be updated. Mr. Vazquez gave a brief history of the park.

Other improvements that he noted were needed was reseeding and aerating of the park, and the removal of rocks in front of the field. He recommended that the rocks could be replaced with a fence. He mentioned the possibility of seeking the donation of picnic tables and benches.

It was recommended that the project be phased and that Mr. Vazquez meet with the Parks and Recreation Director to discuss the project.

Motion to approve the general idea of the project at the location and come back to the Commission at the July meeting with a schedule and details.

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

b. Advisory Opinion Request from Town Council Regarding Funding the Bike Path in Ninigret Park

Chairperson Tim Quillen noted the Commission was in favor of the Bike Path project but that following the bond referendum the Commission is not sure how to proceed. Chairperson Quillen mentioned that at the Workshop they will discuss how to properly fund projects like it, and the effect the project will have on the Master Plan.

It was noted that the Town Council motioned to fund the project through two (2) sources, the Ninigret Park Fund and the Bond Referendum. The Commission discussed being in favor of the bicycle path but the process for funding had not yet been identified and noted that the group was still able to fundraise.

Motion to table the funding request from the Town Council until after the Workshop when there will be a better understanding of the process and the funding concerning the bond money and the park money following the Master Plan meetings.

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

c. Results of June 1st Referendum

The Commission discussed that the result of the referendum was \$1 million dollars to fund improvements at Ninigret Park.

<b>RESULT:</b>	<b>NO VOTE TAKEN</b>
----------------	----------------------

d. June 29th Master Plan Workshop Priorities and Agenda Items

Chairperson Tim Quillen noted that the first meeting was a history of the Master Plan with Dan Alves. Mr. Quillen noted that the plan was to have four meetings to determine what to do with the Park then seek approval from the Town Council. He encouraged the Commission members to be present at the workshop meetings.

<b>RESULT:</b>	<b>NO VOTE TAKEN</b>
----------------	----------------------

e. Advisory Opinion to Town Council Regarding Site 8 Remediation

<b>RESULT:</b>	<b>TABLED [UNANIMOUS]</b>	<b>Next: 7/28/2015 7:00 PM</b>
<b>MOVER:</b>	Sonita K. Cummings, Commissioner	
<b>SECONDER:</b>	Edward Vazquez, Commissioner	
<b>AYES:</b>	Eaves, Quillen, Dowdell, Beasley, Cummings, DeMerchant, Deyorio, Frank, Vazquez	
<b>ABSENT:</b>	Campbell, Currier, Horstmann, Nowell	

## 6. OLD BUSINESS

### a. Revisions to the Large Event Form

Commission member Holly Eaves presented the proposed changes to the Large Event Form. Ms. Eaves noted that the information was organized to be easily tallied and that a map might be added with a label for each area. Proposed changes to the tax information portion were noted to reflect the Corporate ID information that the Parks and Recreation Commission is seeking.

Motion to review the additions to the Large Event Form and make revisions then present the updated form to the Commission.

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

## 7. COMMUNICATIONS RECEIVED

### a. Ocean State Harley Owners Group - Ocean State Hog Picnic

Dawn Campbell Secretary of the Ocean State Harley Owners Group, Paul Campbell, Director and Paul Wright, Treasurer presented the application for the Picnic. The group would like to hold a picnic in the Kimball pavilion where they will play kickball and other games. She noted that it is a chapter ride and that motorcycles would be driven to the park then parked. She noted that normally they have between thirty and forty bikes.

The Commission noted that some areas have rules about how loud the bikes can be. Ms. Campbell responded that many of the cities and towns the group rides through have noise rules that they have to follow and are respectful of them.

<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, Beasley, Cummings, DeMerchant, Deyorio, Frank, Vazquez
<b>ABSENT:</b>	Campbell, Currier, Horstmann, Nowell

### b. Ichiban Summer Ending Picnic Application

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

### c. Chariho Field Hockey Application - Fee Waived

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

8. SPECIAL PROJECTS:

Chairperson Tim Quillen noted that construction on the new pavilion would begin the following day.

9. PARKS AND RECREATION DIRECTOR REPORT

a. June 2015 Acting Director's Report

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

10. COMMITTEE REPORTS

a. Friends of Ninigret Park Subcommittee:

Friends of Ninigret Park Subcommittee member Tim Quillen reported that the Subcommittee met for a site walk. He also reported on some of the activities and groups that will be participating in the event.

b. Dog Park Subcommittee:

Tim Quillen reported on the Dog Walk fundraiser and noted that the group raised \$150.00.

c. Tree Steward Report:

Jodi Frank reported that the trees are being watered by volunteers and that the sycamores are not growing well. She reported that Roger Williams is sending volunteers to tend to the trees and may work in the area around the skating rink.

11. TOWN COUNCIL LIAISON, COMMISSION AND ACTING PARKS & RECREATION DIRECTOR COMMENTS

Julia Beasley noted that there were more requests from the Town Council to the Commission to give advice on the allocation of funds.

Ed Vazquez asked after the status of the Parks and Recreation position.

Cheryl Dowdell asked that Tim Quillen and volunteers be thanked for their efforts with building of the pavilion.

Holly Eaves asked that the Parks and Recreation Commission report more often to the Town Council about the volunteer activities happening in the park.

Jodi Frank also noted the volunteer groups that help out in the park and noted that they should be reported to the Town Council.

Vicky Hilton thanked the Commission for volunteering.

Tim Quillen asked everyone to attend the Workshop, and asked that grants be considered for the project. He also asked that the Commission consider potential agenda items for the Workshops.

12. NEXT MEETING DATE - TUESDAY, JULY 28, 2015 AT 7:00 PM IN THE TOWN HALL'S TOWN COUNCIL CHAMBERS, 4540 SOUTH COUNTY TRAIL

13. NEXT TOWN COUNCIL MEETING DATE - MONDAY, JULY 13, 2015

14. ADJOURNMENT

a. Motion to adjourn the meeting at 8:20 PM

<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, Beasley, Cummings, DeMerchant, Deyorio, Frank, Vazquez
<b>ABSENT:</b>	Campbell, Currier, Horstmann, Nowell