

PARKS & RECREATION COMMISSION

MINUTES

Tuesday, July 26, 2016 @ 7:00 PM

Open Meeting - Council Chambers

1. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Timothy Quillen	Chairman	Present	
Cheryl Dowdell	Vice Chair	Present	
Julia Beasley	Commissioner	Present	7:05 PM
Ryan Campbell	Commissioner	Absent	
Sonita K. Cummings	Commissioner	Present	
David Currier	Commissioner	Present	
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	Absent	
Holly Eaves	Commissioner	Absent	

2. APPROVAL OF MINUTES

A. June 28, 2016 Minutes

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

3. COMMENTS FROM PUBLIC

TM Dyer displayed an archived article from May of 2000. He said the article was from Newport and it regarded the world’s biggest. He mentioned the bike helmets that were brought up at the previous meeting.

4. TOWN COUNCIL LIAISON REPORT

There was no Town Council Liaison report.

5. NEW BUSINESS

A. WWII Prop Exhibit in Ninigret Park by Air Memorial

Mr. Frank Glista mentioned he appreciated the opportunity to speak. He reported he was the self-appointed caretaker of the naval air memorial in Ninigret Park and that recently he was contacted by Larry Webster who is part of the aviation museum in Quonset who told him they may be closed up in two (2) years. The museum is looking to distribute some of the artifacts that they have, one of which is a prop that was found five (5) or six (6) years ago by a boater in Ninigret Pond and taken to the Quonset Museum. Mr. Glista passed around a photo of a Hellcat plane.

Mr. Glista read, “(o)n March 2, 1945 Lieutenant Junior Grade Kenneth B. McQuady was killed when his F6F Hellcat lost power on takeoff at Charlestown Naval Auxiliary Air Field and crashed into the ice at Ninigret Pond at the end of runway twenty-two (22).” He then displayed an aerial photo and explained that runway twenty-two (22) was where the tennis courts are.

Mr. Glista noted that his father served at the air base and when he talked to Mr. Webster he was made aware of a piece of history that was previously unknown to him, when the fire stopped his father recovered the body that had been severed at the waist. The gentleman had been twenty-two (22) when he passed on and left a wife and a

daughter of six (6) months. The daughter had contacted Mr. Webster and wanted to see the air field. The daughter went to the memorial where she placed her hand on her father's name, which had been the only connection she had to her father and that it goes to show the importance of having something like that in the park, to remember the pilots that died in training.

Mr. Glista mentioned that they have the opportunity to bring his prop back to the air base and display it and asked that the Commission give him the approval to do so.

Chairman Quillen offered his services to move the prop and to fabricate a display if needed.

Mr. Glista mentioned he wanted to acquire it because a lot of items from the museum may be dispersed to other museums throughout New England and other areas, that there were other items that he was hoping to get and that he would return at a later date.

Mr. Glista mentioned he was hoping to pull a group of people together to construct a small display building, and not looking to do anything major, but there are a couple of artifacts that would be nice to have enclosed.

Mr. Glista noted that first was to let Quonset know that the Town is willing for it to be brought to Ninigret Park, once that is established he would like to come back to the Commission and work on where the best place for it might be, and that for the big picture he was given permission by previous Town Council's to recover and maintain any artifacts that he could find on Ninigret Park and that he had approximately fifty-nine (59) runway lights that he removed from near the tennis courts. He mentioned that ideally he would like to raise enough money to use the runway lights around the memorial to shine at certain times. Mr. Glista noted they are not heavy-duty lights, just ground reflectors that would not ruin the dark sky, and they would not be on for a regular basis. He mentioned two (2) ideas for the lights, the first would be to put them around the memorial; the second would be to line the walkway to the memorial almost like what a runway would look like.

Commissioner Dowdell motioned as an advisory to the Town Council to allow Mr. Glista to acquire the propeller and store it at a proper place during the interim for placement in Ninigret Park.

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

B. Bike Path Update

Chairman Quillen reported that the Town Council approved the Bike Path, that it was going forward and that it was being paid for with the bond money.

Commissioner Dowdell noted that there was grant money from the state that was being pursued as well and that she had asked the Town Administrator if that would be applied towards the total sum and he indicated that generally it would decrease the amount that came out of the bond.

Commissioner Beasley asked if they had ever asked for any sponsorship from the Cardi Corporation.

RESULT:	NO VOTE TAKEN
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C. Ninigret Park Trails Subcommittee Direction

Chairman Quillen noted the memos from Commissioner Eaves.

Commissioner Frank reported that the Subcommittee was trying to move forward with the RFP and noted page twenty-one (21) had corrections and that there was a meeting on August third (3rd) scheduled.

Commissioner Dowdell noted that because the Subcommittee reported to the Commission the results of the meeting couldn't make the August Town Council meeting.

RESULT: NO VOTE TAKEN

D. Safety Around the Disc Golf Course

Chairman Quillen noted that Commissioner Eaves requested the item to be tabled and asked that TM Dyer return for the next meeting.

Commissioner Frank asked if it should be considered for the September meeting to address the issue with the bike path before anything gets done.

Commissioner Cummings motioned to table the item until the August meeting.

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

E. Entrance Theme Bid Results

Commissioner Dowdell reported the Entrance, Roads and Signage Subcommittee met at 6:00 PM that night and they were forwarding their motion to accept the bid from Bradford and Associates although it was more expensive, they have much historical and institutional knowledge of the park. She noted that after meeting with both bidders that was the best choice for the town. She continued that as they moved forward from the theme they were capable of managing the interpretative signage for the next phase. They show a strong background in signage and elements with entrances in parks and have worked with the state, feds and local communities in town.

Commissioner Dowdell noted she and Commissioner Cummings went to meetings with the Town Administrator and Director of Parks & Recreation when they were interviewed and feel strongly that is the best choice.

Commissioner Dowdell motioned to accept the bid from Bradford and Associates.

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

F. Jason Quillen Memorial Scholarship Fund for Counselor in Training Leadership Program

Parks and Recreation Director Hilton mentioned that recently Jason Quillen had passed and the Parks and Recreation Department decided it wanted to do something lasting in memorial for him by establishing a leadership fund for the counselor in training program, as a scholarship fund. It could be added to camp applications for people to donate to the fund so that kids that can't afford it can be part of the program. Director Hilton noted that Jason Quillen did a lot for the community.

Commissioner Dowdell inquired about the process and setting up the account with the finance department.

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

6. OLD BUSINESS

A. Little Nini Beach Sand

Chairman Quillen noted he and Director Hilton were looking into the beach sand and that the Town Council approved about eighteen thousand dollars (\$18,000) of beach sand and that two inches of grit at a cost of about twenty-two hundred dollars (\$2,200) was put in.

Chairman Quillen noted it could not be done at this time of the year and would have to be done during winter or spring.

Commissioner Dowdell noted that she was looking forward to seeing the details and that she was concerned that it slipped through. She questioned where it went to after the Town Council.

Chairman Quillen noted they were in the process of looking into it and it may have to be addressed again in January or February.

Commissioner Dowdell noted Narragansett beach purchases four hundred thousand dollars of sand (\$400,000) every other year.

RESULT:	NO VOTE TAKEN
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B. Community Center Lighting

Chairman Quillen noted at the last Town Council meeting, of which the minutes were not yet available the Town Administrator and Town Council President were mixing the Community Center lighting with the rest of the lighting in the park.

Town Council Liaison Van Slyke noted that she believed the design was going to be done by the people that were doing the street lighting and also, there was the grant from Nationalgrid.

Chairman Quillen noted that it was mentioned that he thought the lighting would be completed by this winter.

RESULT:	NO VOTE TAKEN
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C. Parks and Recreation Department Logo

The Commission discussed the uses of the proposed logo and the existing Charlie the Shark logo used by beach staff.

Commissioner Dowdell questioned if it would be used on letterhead.

Director Hilton reported it would not.

Commissioner DeMerchant motioned to approve the logo for use on staff shirts.

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

7. COMMUNICATIONS RECEIVED

8. PARKS AND RECREATION DIRECTOR'S REPORT

A. July Director's Report

Commissioner Beasley asked for an update on the tennis courts.

Director Hilton reported that it was being worked on and that they were having a difficult time getting the proper screens.

Commissioner Dowdell noted the electronic sign. She asked that on the approach to east beach not everyone sees the sign, as it can only be seen from the south.

Director Hilton noted that if there was another sign in the other direction more people would be able to see it.

Commissioner Dowdell noted that the majority of people from Charlestown that go to Blue Shutters come from that direction.

Director Hilton mentioned it was a work in progress.

The Commission discussed getting another sign.

The Commission discussed adding the Recreation Bond Report as a monthly agenda item.

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

9. ASSISTANT DIRECTOR'S REPORT

A. Assistant Director's Report - July

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

10. COMMITTEE REPORTS

A. Ninigret Park Trail Subcommittee Report

Commissioner Frank reported that there would be a meeting on August 3rd.

B. Ninigret Park Entrance, Roads and Signage Subcommittee Report

There was no report.

C. Friends of Ninigret Park Subcommittee Report

Chairman Quillen reported that the last meeting was cancelled.

D. Dog Park Subcommittee Report

Chairman Quillen noted there had been a five hundred dollar (\$500) donation made to the Dog Park. He reported that the Dog Park was mowed and weed wacked and that in September he was going to try to seed the large dog park.

E. Tree Steward's Report

Tree Steward Jodi Frank noted that at the last Seafood Festival the trees were run over and people parked on them. She noted there were potential plantings that would happen in the fall.

The Commission discussed ways to keep patrons from parking on the trees including caution tape and cones. Commission members volunteered to wrap caution tape around the cones. Commissioner Currier noted Seafood Festival volunteers may offer to tape the area.

11. LIAISON, COMMISSION, DIRECTOR, ASSISTANT DIRECTOR COMMENTS

Commissioner Dowdell noted that at the Town Council there were agenda items that were minor priorities and that another one hundred forty thousand dollars (\$140,000) were approved.

12. AGENDA REQUESTS

Chairman Quillen requested that the bond fund report be added to the agenda as an agenda item which would be updated monthly.

13. NEXT TOWN COUNCIL MEETING - AUGUST 9, 2016

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

15. ADJOURNMENT

A. Motion to adjourn at 7:50 PM.

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