

PARKS & RECREATION COMMISSION

FINAL MINUTES

Tuesday August 26, 2014 @ 7:00 PM

Open meeting at the Town Hall in the Council Chambers

4540 South County Trail

Charlestown, RI 02813

1. CALL TO ORDER

2. ROLL CALL

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

3. APPROVAL OF MINUTES

b. Parks and Recreation Commission Minutes - July 22, 2014

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

4. COMMENTS FROM PUBLIC

There were no comments from the public.

5. TOWN COUNCIL LIAISON REPORT

There was no Town Council Liaison Report.

6. NEW BUSINESS

a. Commendation to Ray Dussault for Colors for a Cause Attaining 501C3 Status

Chairperson Tim Quillen mentioned that Colors for a Cause received 501c3 status and that Ray Dussault the founder of the organization was going to attend the September meeting where his accomplishment would be recognized.

b. Ninigret Park and Community Center Rental Policy

Director of Parks and Recreation Jay Primiano asked that the Commission review the written policy included in the agenda packet. The Commission was asked to approve the policy to go forward to the Town Council. Director Primiano mentioned some of the events that may be approved by the Director of Parks and Recreation including seal releases and private rentals.

RESULT:	APPROVED FOR TC CONSIDERATION [UNANIMOUS]	Next: 9/8/2014
	7:00 PM	
MOVER:	Richard E. Horstmann, Commissioner	
SECONDER:	Jodi Frank, Commissioner	
AYES:	Campbell, Currier, DeMerchant, Frank, Horstmann, Vazquez, Quillen	
ABSENT:	Cummings, Beasley, Deyorio, Fehrmann, Nowell, Dowdell	

7. OLD BUSINESS

a. Recommendation to Appoint Parks and Recreation Member to Friends of Ninigret Park

Chairperson Tim Quillen asked for a Parks and Recreation member to join the Friends of Ninigret Park Subcommittee. He mentioned the Subcommittee was going to have a presence at the Rhythm and Roots Festival on Labor Day Weekend.

Ryan Campbell asked what the role of the Friends of Ninigret Park Subcommittee is.

Chairperson Tim Quillen mentioned that Friends of Ninigret Park acted as a conduit for smaller organizations to raise funds for projects in the Park.

Director Primiano stated that the role was partly a way for donations to be raised and placed in a fund solely for a specified project. The Flagpole Gardens project and Disc Golf Course were two (2) examples given of smaller groups that would utilize Friends of Ninigret Park for fundraising. It provided a way to aide subgroups who wish to raise money for specific projects. It would provide a way for a tax receipt letter to be issued for donations and allow for grants to be written by the subgroups.

Director Primiano continued that Friends of Ninigret Park was also charged with spreading awareness about projects in Ninigret Park.

RESULT:	TABLED [UNANIMOUS]	Next: 9/23/2014 7:00 PM
MOVER:	Edward Vazquez, Commissioner	
SECONDER:	Jodi Frank, Commissioner	
AYES:	Campbell, Currier, DeMerchant, Frank, Horstmann, Vazquez, Quillen	
ABSENT:	Cummings, Beasley, Deyorio, Fehrmann, Nowell, Dowdell	

8. COMMUNICATIONS RECEIVED

- a. Event: Charlestown Early Learning Trike a Thon Community/Senior Center Rental Event
Dates: October 5 Camping: N/A Insurance: N/A Fee: Waived

RESULT:	APPROVED FOR TC CONSIDERATION [UNANIMOUS]	Next: 9/8/2014 7:00 PM
MOVER:	Edward Vazquez, Commissioner	
SECONDER:	Jodi Frank, Commissioner	
AYES:	Campbell, Currier, DeMerchant, Frank, Horstmann, Vazquez, Quillen	
ABSENT:	Cummings, Beasley, Deyorio, Fehrmann, Nowell, Dowdell	

- b. Event: Charlestown Troop 15 Boy Scouts Event Dates: September 19 to September 21
Camping: Two (2) Nights Insurance: None Fee: Waived

RESULT:	APPROVED FOR TC CONSIDERATION [UNANIMOUS]	Next: 9/8/2014 7:00 PM
MOVER:	Richard E. Horstmann, Commissioner	
SECONDER:	Keith D. DeMerchant, Commissioner	
AYES:	Campbell, Currier, DeMerchant, Frank, Horstmann, Vazquez, Quillen	
ABSENT:	Cummings, Beasley, Deyorio, Fehrmann, Nowell, Dowdell	

- c. Event: Ninigret Park Rental Charlestown Police FOP 5K Event Dates: October 26
Insurance: \$1 Million General Liability Fee: Waived

RESULT: **APPROVED FOR TC CONSIDERATION [UNANIMOUS] Next: 9/8/2014**
7:00 PM

MOVER: Richard E. Horstmann, Commissioner

SECONDER: Edward Vazquez, Commissioner

AYES: Campbell, Currier, DeMerchant, Frank, Horstmann, Vazquez, Quillen

ABSENT: Cummings, Beasley, Deyorio, Fehrmann, Nowell, Dowdell

- d. Event: Higher Level Academy in Conjunction with Chariho Youth Soccer Event Dates: 9
 Ninigret Park Uses Camping: N/A Insurance: \$1 Million General Liability Fee: \$225.00

RESULT: **APPROVED FOR TC CONSIDERATION [UNANIMOUS] Next: 9/8/2014**
7:00 PM

MOVER: Edward Vazquez, Commissioner

SECONDER: Ryan Campbell, Commissioner

AYES: Campbell, Currier, DeMerchant, Frank, Horstmann, Vazquez, Quillen

ABSENT: Cummings, Beasley, Deyorio, Fehrmann, Nowell, Dowdell

- e. Event: Ninigret Park Rental Your Church Event Dates: September 20 Camping: N/A
 Insurance: N/A Fee: \$50.00

RESULT: **APPROVED FOR TC CONSIDERATION [6 TO 0] Next: 9/8/2014 7:00 PM**

MOVER: Edward Vazquez, Commissioner

SECONDER: Keith D. DeMerchant, Commissioner

AYES: Campbell, Currier, DeMerchant, Frank, Vazquez, Quillen

ABSTAIN: Horstmann

ABSENT: Cummings, Beasley, Deyorio, Fehrmann, Nowell, Dowdell

- f. Event: Ninigret Park Rental Murray Event Dates: September 21 Camping: N/A Insurance:
 N/A Fee: \$25.00

RESULT: **APPROVED FOR TC CONSIDERATION [UNANIMOUS] Next: 9/8/2014**
7:00 PM

MOVER: Richard E. Horstmann, Commissioner

SECONDER: Edward Vazquez, Commissioner

AYES: Campbell, Currier, DeMerchant, Frank, Horstmann, Vazquez, Quillen

ABSENT: Cummings, Beasley, Deyorio, Fehrmann, Nowell, Dowdell

- g. Event: Kimberly Chapman Ninigret Park Rental Event Dates: September 13 Camping:
 N/A Insurance: N/A Fee: \$25.00

RESULT: **APPROVED FOR TC CONSIDERATION [UNANIMOUS] Next: 9/8/2014**
7:00 PM

MOVER: Richard E. Horstmann, Commissioner

SECONDER: Jodi Frank, Commissioner

AYES: Campbell, Currier, DeMerchant, Frank, Horstmann, Vazquez, Quillen

ABSENT: Cummings, Beasley, Deyorio, Fehrmann, Nowell, Dowdell

h. Event: Ninigret Park Rental DeVerna Event Dates: September 14 Camping: N/A
 Insurance: N/A Fee: \$25.00

RESULT: **APPROVED FOR TC CONSIDERATION [UNANIMOUS] Next: 9/8/2014**
7:00 PM

MOVER: Richard E. Horstmann, Commissioner

SECONDER: Jodi Frank, Commissioner

AYES: Campbell, Currier, DeMerchant, Frank, Horstmann, Vazquez, Quillen

ABSENT: Cummings, Beasley, Deyorio, Fehrmann, Nowell, Dowdell

9. PROGRAMS AND EVENTS

Tim Quillen	Approved
Ed Vazquez	Mover
Jodi Frank	Abstain
Keith DeMerchant	Approved
Richard Horstmann	Secunder
Ryan Campbell	Approve
David Currier	Approved

Ed Vazquez motioned to approve Agenda Items 9.a. through 9.k. Richard Horstmann seconded the motion. Jodi Frank abstained. The Agenda Items were the Youth Tennis Program, Indoor Tennis Program, Youth Basketball League Program, Men's Basketball Program, Pickle Ball Program, Adult Golf Program, Strength and Stability Fitness Program, Pilates and Strength Fitness Program, Zumba Fitness Program, New York City Bus Trip, Halloween Dance Party, Pumpkin Walk, Trunk or Treat, Trick or Treating at Town Hall, Annual Christmas Tree Lighting and Town Bonfire.

10. SPECIAL PROJECTS

Commission member Jodi Frank reported that ten (10) Roger Williams University students were present at the Park to assist with the maintenance of the trees in Ninigret Park. Additionally, reported was that the trees by the tennis courts were watered and mulched, seven (7)

sycamores were lost and that the Tree Council would replace the deceased trees with other trees.

Director of Parks and Recreation Jay Primiano stated that the tree donated by Chuck Wentworth in memorandum of Chili Brother, Avery Scholl would be an elm.

11. PARKS AND RECREATION DIRECTOR REPORT

a. Discussion and Potential Action - Director's Report

RESULT:	APPROVED [UNANIMOUS]
SECONDER:	Jodi Frank, Edward Vazquez
AYES:	Campbell, Currier, DeMerchant, Frank, Horstmann, Vazquez, Quillen
ABSENT:	Cummings, Beasley, Deyorio, Fehrmann, Nowell, Dowdell

12. PROGRAM MANAGER REPORT

a. Discussion and Potential Action - Program Manager's Report

Director Primiano mentioned the summer of 2014 was the most successful summer camp and thanked Program Manager Vicky Hilton and Camp Director Julia Heinzmann. Director Primiano stated one hundred and twenty (120) children benefited from the camp program. He recognized that the CIT program was also very successful.

Director Primiano asked for the Commission to support another summer program to address teens that are too old for the CIT program and may be looking for work experience. For examples he cited a litter core and park maintenance core which may be supported by local businesses and be self-funded. In return the business may receive cleanup from the program participants.

David Currier said all three (3) of his children enjoyed the summer camp.

RESULT:	APPROVED [6 TO 0]
MOVER:	Edward Vazquez, Commissioner
SECONDER:	Richard E. Horstmann, Commissioner
AYES:	Campbell, Currier, DeMerchant, Horstmann, Vazquez, Quillen
ABSTAIN:	Frank
ABSENT:	Cummings, Beasley, Deyorio, Fehrmann, Nowell, Dowdell

13. COMMITTEE REPORTS

Tim Quillen, Vice-Chairperson of Friends of Ninigret Park asked if anyone would be interested in tending the Friends of Ninigret Park booth at the Rhythm and Roots Festival.

14. COMMISSION COMMENTS

Ed Vazquez mentioned a dilemma with the Boy Scouts Troop 15 in regards to an incident with a Town Council Member. Mr. Vazquez said that the incident revolved around the Parks and Recreation Commission reviewing Boy Scouts Troop 15 use of the Community/Senior Center following incidents at the Center. Mr. Vazquez reported that Town Council Member Lisa DiBello approached the Scout Leader and insinuated that the Town Council would not allow the Parks and Recreation Commission to end the Boy Scouts use of the facility if the Parks and Recreation Commission decided to end the use of the Community/Senior Center.

Richard Horstmann asked if Pickle Ball was going to go forward. It was noted that Pickle Ball was included under New Programs in the Agenda Packet. Mr. Horstmann mentioned that Frosty Drew was under new leadership. The new leader is named Kara Scott.

Ryan Campbell asked after the status of the Master Plan. Director Primiano answered that the Town Council had asked for a workshop, but no date had been set.

Keith DeMerchant mentioned that he wished he could help with Friends of Ninigret Park, but was too busy at the time.

Jodi Frank asked for Commission members to get involved with the Pumpkin Walk and with Trunk or Treat.

Tim Quillen thanked the Parks and Recreation staff for the work completed this summer.

15. NEXT MEETING DATE - TUESDAY SEPTEMBER 23, 2014 AT 7:00 PM IN THE TOWN HALL'S TOWN COUNCIL CHAMBERS, 4540 SOUTH COUNTY TRAIL

16. ADJOURNMENT

1. Motion to adjourn

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