

**APPROVED MINUTES  
 PARKS & RECREATION COMMISSION REGULAR MEETING  
 Tuesday, March 25, 2025 @6:00 PM  
 Charlestown Town Hall, Council Chambers  
 4540 South County Trail, Charlestown, RI 02813**

**1. CALL TO ORDER**

The meeting was CALLED TO ORDER by Chairman Tedeschi at 6:00 p.m.

**2. ROLL CALL**

| Attendee Name        | Title        | Status  | Arrived |
|----------------------|--------------|---------|---------|
| Gary Tedeschi        | Chair        | Present |         |
| Lauren Classey       | Commissioner | Present |         |
| Jill Marie Fonnemann | Commissioner | Present |         |
| Jodi Frank           | Commissioner | Present |         |
| Kerry Gallup         | Commissioner | Absent  |         |
| Joseph Geary         | Commissioner | Present |         |
| Frank Glista         | Commissioner | Absent  |         |
| Julie Melvin         | Commissioner | Present |         |
| Timothy Quillen      | Commissioner | Present |         |

Also present: Vicky Hilton, Parks & Recreation Director, and Craig Marr, Town Council Liaison

**3. PUBLIC COMMENTS**

**4. COMMISSION COMMENTS**

Town Council Liaison Marr stated that the Masterplan is still at the consultants, VHB, editing corrections submitted by Town Council.

**5. APPROVAL OF MINUTES**

**Discussion and/or potential action and/or vote(s) concerning:**

- A. Parks & Recreation Meeting Minutes for February 25, 2025.**

**VOTE**

A motion was made by Commissioner Frank, seconded by Commissioner Fonnemann, to approve the minutes of February 25, 2025. The motion was unanimously approved with four (4) in favor, three (3) abstaining, and two (2) absent.

**Result: Unanimous**

**Mover: Frank**

**Secunder: Fonnemann**

**Ayes: Fonnemann, Frank, Geary, Tedeschi,**

**Abstain: Classey, Melvin, Quillen**

**Absent: Gallup, Glista**

**6. REPORTS- (NO VOTE NEEDED)****Director's Report and Comments - March 2025**

Director Hilton stated that the area for Pawaget Park Labyrinth is starting to be cleared next week. There is a lot of work to be done down there to get it ready for the community to use.

**7. APPLICATIONS****Discussion and/or potential action and/or vote (s) concerning:**

Discussion and Potential Action Regarding the Approval of the Following Events at Ninigret Park, including recommendation to the Town Council to Waive §108-4 and §108-5 of the Charlestown Code of Ordinances, Subject to Review of Contracts by the Town Solicitor, receipt of All Applicable Paperwork and Insurance and that All Event Details Are Satisfactorily Met by the Parks and Recreation Director

**A. Event: Greenpower Electric Car Performance Race**

**Date: May 12, 2025**

**Camping: No**

**Insurance: \$1 Million General Liability**

**Fee: Waived**

**VOTE**

A motion was made by Commissioner Quillen, seconded by Commissioner Frank, to approve the application with the fee waived. The motion was unanimously approved with seven (7) in favor and two (2) absent.

**Result: Unanimous**

**Mover: Quillen**

**Secunder: Frank**

**Ayes: Classey, Fonnemann, Frank, Geary, Melvin, Quillen, Tedeschi**

**Absent: Gallup, Glista**

**B. Event: Bottone Mile**

**Date: August 7, 2025**

**Camping: No**

**Insurance: \$1 Million General Liability**

**Fee: \$200**

**VOTE**

A motion was made by Commissioner Classey, seconded by Commissioner Quillen, to approve the application with the fee of \$200. The motion was unanimously approved with seven (7) in favor and two (2) absent.

**Result: Unanimous**

**Mover: Classey**

**Secunder: Quillen**

**Ayes: Classey, Fonnemann, Frank, Geary, Melvin, Quillen, Tedeschi**

**Absent: Gallup, Glista**

**8. NEW BUSINESS****Discussion and/or potential action and/or vote (s) concerning:****A. Discussion and Potential Action – Chariho Girls Softball-Wicklund Field Dugouts**

Director Hilton stated that the Chariho Girls Softball organization has approval from the Town Council to repair the dugouts at Wicklund Field. They were approved two years ago to make the repairs.

**9. OLD BUSINESS****Discussion and/or potential action and/or vote (s) concerning:****A. Disc golf update.**

Chairman Tedeschi announced that the final disc golf baskets have been installed. A purchase order has been placed to mulch the course.

**B. Event Application Administrative Fee Update.**

This item is being tabled because Commissioner Glista was absent from the meeting.

**C. Heated year-round bathrooms and tennis backboard near tennis/pickleball courts update.**

Commissioner Quillen said he had met with Director Hilton to discuss his plans for a bathroom storage facility for the Parks and Recreation Department in Ninigret Park. He will meet with a few more people, discuss his ideas, and present them at the next meeting.

**D. Discuss Town Survey Results.**

Chairman Tedeschi mentioned that he did not receive a return call from the company that conducted the survey. He has decided not to continue investigating the company but will keep the survey on hand for future meetings in case a resident has questions about the results.

**E. 2<sup>nd</sup> Annual Ninigret Park Craft Show.**

Commissioner Classey is starting to look for vendors for the Craft Show at Ninigret Park on September 13, 2025.

**F. Self-standing tennis/pickleball backboard.**

Commissioner Quillen said he is incorporating the tennis/pickleball backboard in his plans for the Parks and Recreation Facility and bathrooms.

**G. Memo to Town Council regarding new Parks and Recreation Facility.**

Director Hilton is preparing a memo for the Town Council to inform them that the Parks and Recreation Commission supports relocating the Parks and Recreation Office to Ninigret Park for part of the year.

**10. ADJOURNMENT****VOTE**

A motion was made by Chairman Tedeschi and seconded by Commissioner Classey to adjourn the meeting. All were in favor, and the vote was unanimous. The meeting adjourned at 6:33 PM.

Respectfully submitted,  
Jill Cuddy