DRAFT MINUTES
PARKS & RECREATION COMMISSION REGULAR MEETING
Tuesday, April 28, 2026 @ 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	
Dana Donahue	Commissioner	Present	
Jill Marie Fonnemann	Commissioner	Absent	
Jodi Frank	Commissioner	Present	
Kerry Gallup	Commissioner	Absent	
Joseph Geary	Commissioner	Present	
Katherine Gingras	Commissioner	Present	
John Sawyer	Commissioner	Absent	
Timothy Quillen	Vice Chairman	Present	

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

3. PUBLIC COMMENTS

None

4. COMMISSION COMMENTS

Chairman Tedeschi informed the commission that Frank Glista resigned from the Parks and Recreation Commission. He stated that Commissioner Glista has been very passionate about the town and has volunteered for years.

5. TOWN COUNCIL LIAISON REPORT AND COMMENTS

No comments.

6. APPROVAL OF MINUTES

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

A. Parks & Recreation Meeting Minutes for March 24, 2026.

VOTE
Commissioner Quillen made a motion, seconded by Commissioner Frank, to approve the minutes of the March 24, 2026, meeting. The motion was unanimously approved, with six (6) votes in favor, three (3) absent, and one (1) abstention.

Result: Unanimous
Mover: Quillen
Seconder: Frank
Ayes: Classey, Frank, Geary, Gingras, Quillen, Tedeschi
Abstain: Donahue
Absent: Fonnemann, Gallup, Sawyer

7. REPORTS- (NO VOTE NEEDED)

Director's Report and Comments – April 2026
Director Hilton stated the Ester Egg Hunt was a success. The nice weather added to the day. The Deerfoot 5k/Earth Day was a success as well. She thanked the commission members who helped during the events.

8. 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: Intention Fest (updated)
Date: Sunday, September 27, 2026
Camping: No
Insurance: $3 Million General Liability
Fee: $200

VOTE
A motion was made by Commissioner Quillen, seconded by Commissioner Donahue, to approve the application with a fee of $200. The motion was approved with seven (7) in favor and three (3) absent.

Result: Unanimous
Mover: Quillen
Seconder: Donahue
Ayes: Tedeschi, Classey, Donahue, Frank, Geary, Gingras, Quillen
Absent: Fonnemann, Gallup, Sawyer

9. NEW BUSINESS

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

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A. Dog waste in Ninigret Park and enforcing leash laws.
Commissioner Classey suggested using a "Ticker Tape Sign" to remind dog owners to clean up after their dogs.
Chairman Tedeschi recommended adding more trash barrels around the park.
Commissioner Quillen stated that more barrels mean more work for the DPW department. He would like to have this issue on the agenda for the next meeting to discuss the possible location of 4 more barrels throughout Ninigret Park for dog waste and general trash.

B. What does the Parks and Recreation Commission want for the Parks and Recreation Department office and/or bathrooms in Ninigret Park?
Director Hilton stated that if the Parks and Recreation Department is unable to have a building with space for community use, then at this time, we do not want to proceed with the idea of building a Parks and Recreation Department in Ninigret Park. There is no money to build a new Parks and Recreation Department.
Commissioner Quillen would like to continue investigating new bathroom facilities in Ninigret Park. He suggests a facility centrally located in the parking lot across from where Trunk or Treat is held.

10. OLD BUSINESS
Discussion and/or potential action and/or vote (s) concerning:

A. Disc golf update.
Chairman Tedeschi stated that they are having some trees cut down on the course. Two tournaments are being played in the next couple of weeks.

B. Ninigret Dog Park update.
Commissioner Quillen stated that he had some equipment and loam delivered to the park to begin re-seeding the dog park.

C. Ninigret Park Community Center Subcommittee update.
This item was discussed in New Business, item B**.**

D. Fee Structure Subcommittee update.
Commissioner Geary stated that the subcommittee has met a couple of times, and the next meeting is on April 29, 2026**.**

E. Beautification update for Ninigret Park.
Director Hilton mentioned that South County Tourism plans on attending the next Parks and Recreation Commission meeting.

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11. ADJOURNMENT

VOTE
A motion was made by Commissioner Quillen, and seconded by Commissioner Geary, to adjourn the meeting. All were in favor. The meeting adjourned at 6:30 PM.

Respectfully submitted,
Jill Cuddy

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