APPROVED MINUTES
PARKS & RECREATION COMMISSION REGULAR MEETING

Tuesday, April 29, 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	Absent	
Jodi Frank	Commissioner	Present	
Kerry Gallup	Commissioner	Present	
Joseph Geary	Commissioner	Present	
Frank Glista	Commissioner	Present	
Julie Melvin	Commissioner	Present	
Timothy Quillen	Commissioner	Present	

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

3. PUBLIC COMMENTS

Director Hilton read a letter from Charlestown resident Faith Labossiere. The letter stated that she would like to see a tennis/pickleball backboard installed at Ninigret Park. She included specifics regarding the backboard.

4. COMMISSION COMMENTS

No comments from the commission.

5. TOWN COUNCIL LIAISON REPORT AND COMMENTS

Town Council Liaison Marr reported that the Town Council approved the Ninigret Park Master Plan. They also approved the beginning of research into the relocation of the Parks and Recreation Department to Ninigret Park. The Town Council asks the Parks and Recreation Commission to spearhead the thought process.

6. APPROVAL OF MINUTES

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

A. Parks & Recreation Meeting Minutes for March 25, 2025.

VOTE
A motion was made by Commissioner Quillen, and seconded by Commissioner Frank, to approve the minutes from the meeting on March 25, 2025. The motion was unanimously approved with six (6) votes in favor, two (2) abstaining, and one (1) absent.

Result: Unanimous
Mover: Quillen
Seconder: Frank
Ayes: Classey, Frank, Geary, Melvin, Quillen, Tedeschi
Abstain: Gallup, Glista
Absent: Fonnemann

7. REPORTS- (NO VOTE NEEDED)
Director's Report and Comments - April 2025
Director Hilton stated that April has been a busy month, and we are gearing up for the summer.

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: 35th Anniversary Picnic-South County Habitat for Humanity
Date: Sunday, September 14, 2025
Camping: No
Insurance: $1 Million General Liability
Fee: $100

VOTE
A motion was made by Commissioner Frank, and seconded by Commissioner Gallup, to approve the application with a fee of $100. The motion was unanimously approved with eight (8) in favor and one (1) absent.

Result: Unanimous
Mover: Frank
Seconder: Gallup
Ayes: Classey, Frank, Gallup, Geary, Glista, Melvin, Quillen, Tedeschi
Absent: Fonnemann

B. Event: 2025 Skim Rhody Skim Bash
Date: July 19, August 2, or June 28, 2025
Camping: No
Insurance: $1 Million General Liability
Fee: $100

VOTE
A motion was made by Commissioner Quillen, and seconded by Commissioner Melvin, to approve the application with the date of Saturday, July 19, 2025, at Blue Shutters Beach and with the fee of $100. The motion was unanimously approved with eight (8) in favor and one (1) absent.

Result: Unanimous
Mover: Quillen
Seconder: Melvin
Ayes: Classey, Frank, Gallup, Geary, Glista, Melvin, Quillen, Tedeschi
Absent: Fonnemann

C. Event: Soccer Shots
Date: June 1-October 26, 2025
Camping: No
Insurance: $1 Million General Liability
Fee: $400

VOTE
A motion was made by Commissioner Glista, seconded by Commissioner Gallup, to approve the application after the dates and location are agreed upon with the Parks and Recreation Department, and with the fee of $400. The motion was unanimously approved with eight (8) in favor and one (1) absent.

Result: Unanimous
Mover: Glista
Seconder: Gallup
Ayes: Classey, Frank, Gallup, Geary, Glista, Melvin, Quillen, Tedeschi
Absent: Fonnemann

9. NEW BUSINESS

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

A. Possible improvements to the Criterium Bike Track.
Matt Bodziony, NBX owner, talked about the criterium track and some of the improvements needed. Repaving the track is a tricky task. A newly paved track could be dangerous for the riders. Sweeping the track after events would be helpful. He would like to be part of the process if improvements were made.

B. Advisory opinion for the Parks and Recreation Department moving to Ninigret Park.
Director Hilton stated that there was a motion at the Town Council meeting for the Commission to come up with a recommendation for what the Parks and Recreation Department would like in a Community Center in Ninigret Park.
Commissioner Glista and Quillen suggested having a subcommittee to help prioritize the needs of the Parks and Recreation Department for the future.

Commissioner Glista suggested that the subcommittee approach the Town Council to clarify what they are proposing for the Parks and Recreation Department and Community Center. What are the priorities for the Community Center?

VOTE
A motion was made by Commissioner Quillen, and seconded by Commissioner Frank, to form the Ninigret Park Community Center subcommittee. The motion was unanimously approved with eight (8) in favor and one (1) absent.

Result: Unanimous
Mover: Quillen
Seconder: Frank
Ayes: Classey, Frank, Gallup, Geary, Glista, Melvin, Quillen, Tedeschi
Absent: Fonnemann

Chairman Tedeschi then made a motion to form the subcommittee.

VOTE
A motion was made by Chairman Tedeschi, and seconded by Commissioner Frank, to form the five-member Ninigret Park Community Center subcommittee, Tim Quillen, Jodi Frank, Julie Melvin, Frank Glista, and Jill Fonnemann. David Shoemaker, Parks and Recreation Department Liaison. The motion was unanimously approved with eight (8) in favor and one (1) absent

Result: Unanimous
Mover: Tedeschi
Seconder: Frank
Ayes: Classey, Frank, Gallup, Geary, Glista, Melvin, Quillen, Tedeschi
Absent: Fonnemann

C. Pawaget Park work party.
Director Hilton is looking for volunteers to help clean up Pawaget Park**.** The park is overgrown with lots of invasive plants and shrubs, and the benches need to be sanded and painted.

10. OLD BUSINESS

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

A. Disc golf update.
Chairman Tesdeschi stated that the disc golf course had 40 yards of mulch delivered. Half has been spread.

B. Event Application Administrative Fee Update.
Commissioner Glista has been working on an administrative fee structure. This task is difficult because no two events are the same. This subject will be discussed at next month's meeting.

C. Heated year-round bathrooms and tennis backboard near tennis/pickleball courts update.
Chairman Tedeschi stated that this item is being incorporated into the Ninigret Park Community Center subcommittee discussions**.**

D. 2nd Annual Ninigret Park Craft Show.
Commissioner Classey stated that vendor applications for the show have started to arrive.

11. ADJOURNMENT

VOTE
A motion was made by Commissioner Glista and seconded by Commissioner Gallup to adjourn the meeting. All were in favor, and the vote was unanimous. The meeting adjourned at 7:33 PM.

Respectfully submitted,
Jill Cuddy