

**APPROVED MINUTES  
 PARKS & RECREATION COMMISSION REGULAR MEETING  
 Tuesday, May 28, 2024 @ 6:00 PM  
 Charlestown Police Department, Community Room  
 4901 Old Post Road, Charlestown, RI 02813**

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Attendee Name	Title	Status	Arrived
Leonard Wood	Chair	Present	
Lauren Classey	Commissioner	Present	
Jill Marie Fonnemann	Commissioner	Absent	
Jodi Frank	Commissioner	Present	
Kerry Gallup	Commissioner	Absent	
Frank Glista	Commissioner	Present	
Christine Holden	Commissioner	Absent	
Julie Melvin	Commissioner	Present	
Timothy Quillen	Commissioner	Present	
Gary T. Tedeschi	Vice-Chair	Present	
Lynn Varadian	Commissioner	Present	

Also present: Vicky Hilton, Parks & Recreation Director

**3. PUBLIC COMMENTS**

**4. COMMISSION COMMENTS**

**5. MINUTES APPROVAL**

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

**A. Parks & Recreation Meeting Minutes for April 23, 2024.**

**VOTE**

A motion was made by Commissioner Tedeschi, seconded by Commissioner Varadian to approve the minutes of April 23, 2024. The motion was unanimously approved with five (5) in favor, two (2) abstained and four (4) absent.

**Result: Unanimous**

**Mover: Tedeschi**

**Secunder: Varadian**

**Ayes: Wood, Glista, Varadian, Classey, Tedeschi,**

**Abstain: Quillen, Melvin**

**Absent: Frank, Fonnemann, Holden, Gallup**

## **6. REPORTS- (NO VOTE NEEDED)**

### **A. Director's Report May 2024**

**Commissioner Frank arrived at the meeting at 6:12pm.**

## **7. NEW BUSINESS**

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

#### **A. Discussion and Potential Action – Installation of backboard near tennis courts.**

Faith Labossiere looked at a backboard at a neighboring town. The quality was not very good and if we get one, it needs to be bigger and wider.

Director Hilton has reached out to a tennis coach asking for recommendations. She also wonders where the backboard will be installed.

Commission Tedeschi offered to investigate pricing and cost estimates.

#### **VOTE**

A motion was made by Commissioner Glista, seconded by Commissioner Quillen to have Vice Chairman Tedeschi look into pricing for the installation of a backboard. The motion was unanimously approved with eight (8) in favor, and three (3) absent.

**Result: Unanimous**

**Mover: Glista**

**Secunder: Quillen**

**Ayes: Wood, Glista, Varadian, Melvin, Quillen, Tedeschi, Classey, Frank**

**Absent: Fonnemann, Holden, Gallup**

#### **B. Discussion and Potential Action – Goatscapers, Landscaping by Goats**

Commissioner Glista suggested having a company that uses goats to manage invasive plants. The goats clear a given area from plants and invasive species. It would be interesting to use them.

Director Hilton stated that this idea was brought to the commission years ago and she does not recall why they were never used.

#### **VOTE**

A motion was made by Commissioner Classey, seconded by Chairman Wood to further research the Goatscapers, by contacting the owner. The motion was unanimously approved with eight (8) in favor, and three (3) absent.

**Result: Unanimous**

**Mover: Classey**

**Secunder: Wood**

**Ayes: Wood, Glista, Varadian, Melvin, Quillen, Tedeschi, Classey, Frank**

**Absent: Fonnemann, Holden, Gallup**

**C. Discussion and Potential Action – Sculpture Trails.**

Commissioner Glista stated that the Trolls have brought hundreds of people from all over to visit our park. He thought the idea of having a path with permanent artwork to view would be a wonderful addition to the multipurpose path. The artwork would be permanent and secure.

Commissioner Melvin thinks it's a great idea but maybe we should wait until we have decisions from the Master Plan.

Louise Bishop, South County Tourism, stated they are trying to add artwork to trails in local parks. Commissioner Glista stated that he would like to work with South County Tourism and investigate trails of artwork.

**VOTE**

A motion was made by Commissioner Tedeschi, seconded by Chairman Wood to continue researching Sculpture Trails. The motion was unanimously approved with eight (8) in favor, and three (3) absent.

**Result: Unanimous**

**Mover: Classey**

**Secunder: Wood**

**Ayes: Wood, Glista, Varadian, Melvin, Quillen, Tedeschi, Classey, Frank**

**Absent: Fonnemann, Holden, Gallup**

**D. Discussion and Potential Action – Frosty Drew Memorial Fund Committee Document dated October 13, 1981, and Frosty Drew Agreement dated March 14, 1983.**

Commissioner Glista stated that Frosty Drew needs some maintenance and upkeep. He believes, according to the agreement, Frosty Drew should keep the Parks and Recreation Commission up to date with maintenance and repairs.

Jessica MacNeill, Frosty Drew Board Member, stated the building is open and operational every Friday night as well as other nights during events. Jessica MacNeill is not happy that Frosty Drew was on the agenda, and they were not notified about it.

It was agreed that the Parks and Recreation Department will keep Frosty Drew in the communication loop as well as Frosty Drew keeping Parks and Recreation in the loop with events happening in the park.

Commissioner Glista stated that Parks and Recreation should put Frosty Drew events on the Parks and Recreation Department event calendar.

Chairman Wood suggested that Frosty Drew write a letter to the Town Council and the Budget Commission requesting funding.

**E. Discussion and Potential Action – Bat Houses for Ninigret Park.**

Director Hilton was contacted by Matt Cass about constructing bat houses for the disc golf course for the purpose of mosquito abatement.

Commissioner Tedeschi has been in contact with Mr. Cass and will follow up on the possible construction of the bat houses.

**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: Thank You 1/11/22 First Responders**

**Dates: August 10, 2023 \*Rain Date: August 24, 2024**

**Camping: No**

**Insurance: \$1 Million**

**Fee: \$0**

**Lisa Brunetti was present at the meeting. She would like to hold an event thanking the first responders who saved her life after a horrible car accident in January 2022.**

**VOTE**

A motion was made by Chairman Wood, seconded by Commissioner Frank to approve the application, and waive the \$50 fee. The motion was unanimously approved with eight (8) in favor and three (3) absent.

**Result: Unanimous**

**Mover: Wood**

**Secunder: Frank**

**Ayes: Wood, Glista, Tedeschi, Varadian, Classey, Frank, Melvin, Quillen**

**Absent: Fonnemann, Holden, Gallup**

**B. Event: Intention Fest**

**Dates: Sunday, September 28, 2025**

**Camping: No**

**Insurance: \$1 Million**

**Fee: \$400**

**Autumn Francesca was present at the meeting. The event will be the last weekend in September. It's an event with yoga, meditation, and peacefulness.**

**VOTE**

A motion was made by Commissioner Quillen, seconded by Commissioner Glista to approve the application. The motion was unanimously approved with eight (8) in favor and three (3) absent.

**Result: Unanimous**

**Mover: Quillen**

**Secunder: Glista**

**Ayes: Wood, Glista, Classey, Tedeschi, Varadian, Melvin, Quillen, Frank**

**Absent: Fonnemann, Holden, Gallup**

**C. Event: Atlantis Rising**

**Dates: October 11-14, 2024**

**Camping: Yes**

**Insurance: \$**

**Fee: \$**

Louise Bishop was present at the meeting. She has resubmitted her application.

Chairman Wood is questioning a section on the application that needs to be checked off by the applicant. The section states: Request that the Parks and Recreation Commission recommend to the Town Council the waiver of sections 108-4 and 108-5 of the Charlestown Code of Ordinances.

Director Hilton will reach out to the solicitor's office and question that section of the application and whether it should be on applications.

Commissioner Glista questioned the areas being used for the event and how the fee will be determined. A site walk is scheduled to decide exactly which areas will be used and the fee for the event.

**VOTE**

A motion was made by Chairman Wood, seconded by Commissioner Tedeschi to approve the application pending the appropriate event fee and the time adjustment, shut down at 7:15pm and lights out at 8:00pm. The motion was unanimously approved with eight (8) in favor and three (3) absent.

**Result: Unanimous**

**Mover: Wood**

**Secunder: Tedeschi**

**Ayes: Wood, Glista, Classey, Tedeschi, Varadian, Melvin, Frank, Quillen**

**Absent: Fonnemann, Holden, Gallup**

**9. OLD BUSINESS**

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

**A. Disc golf update.**

Commissioner Tedeschi stated 3 t-pads have been installed at the disc golf course. Six total as of today. Cleared an area for a storage unit. Waiting for answers from budget about accounts. DPW needs to be contacted about mowing the course. It seems like disc gold isn't being mowed enough.

**B. Ninigret Park Application and Administrative fee update.**

Commissioner Glista is still working on Ninigret Park fees. There is an updated map of the park showing accurate labeled areas.

**C. Arts and Crafts Show, July 20, 2024, update.**

Commissioner Classey stated there are about 40 vendors for the show. Still looking for a food vendor to sell food/soda/water.

**D. Dog adoption/parade/fashion show update.**

Commissioner Fonnemann was not present at the meeting.

**E. Pawaget Park Labyrinth update.**

Director Hilton stated Pawaget Park Labyrinth memo is on the Agenda for the Town Council meeting tonight.

**10. DIRECTOR COMMENTS****11. ADJOURNMENT**

A motion was made by Commissioner Tedeschi, seconded by Commissioner Quillen, to adjourn the meeting. All in favor. The vote was unanimous.

The meeting adjourned at 7:37pm.

Respectfully Submitted,  
Jill Cuddy