

**DRAFT MINUTES**  
**NINIGRET PARK MASTER PLAN UPDATE SUB-COMMITTEE MEETING with VHB**  
**Charlestown Elementary School**  
**363 Carolina Back Road, Charlestown, RI 02813**  
**November 30, 2023, at 7:00pm**

**1. CALL TO ORDER**

The meeting was called to order by Chairman Quillen at 7:00pm.

**2. ROLL CALL**

Chairman Tim Quillen, Commissioner Frank Glista, Commissioner Jodi Frank, and Commissioner Leonard Wood. Also present at the meeting was Director of Parks and Recreation, Vicky Hilton.

**3. APPROVAL OF MINUTES**

A motion was made by Commissioner Glista and seconded by Chairman Quillen to approve the November 17, 2023, meeting minutes. The vote was unanimous.

**4. Ninigret Park Master Plan Update Commission Chairman Comments-**

Chairman Quillen read a statement explaining the reason the Ninigret Park Master Plan Update Sub-Committee was formed. He approached the Town Council because he felt certain areas of the park should not be closed during the two big events. By moving the two events to a different area in the park, the community would be able to access the park all year long. He also stated that this was the last Ninigret Park Master Plan Sub-Committee meeting. VHB, the consultant's, will be sending the Final Master Plan to the Town Council. VHB will attend the meeting virtually.

**5. Discussion and Potential Action - Ninigret Park Master Plan Sub-Committee with VHB to review the information gathered during public engagement and stakeholder conversations. VHB will present a draft plan overview with enlargements and site wide initiatives including a phasing strategy.**

VHB gave a presentation including the draft of the 2024 Ninigret Park Master Plan. This presentation can be found on the charlestownri.gov website.

**6. Public Comments -**

Public comments can be seen on the link which can be found on the Charlestownri.gov website. <https://www.youtube.com/@TownofCharlestownRI/videos>

**7. Adjournment**

A motion by Chairman Quillen, seconded by Commissioner Frank, was made to adjourn the meeting. All in *favor*. The vote was unanimous. The meeting adjourned at 8:57pm.

Respectfully Submitted,  
Jill Cuddy