

# PARKS & RECREATION COMMISSION

## MINUTES

Tuesday, July 28, 2015 @ 7:00 PM

### 1. CALL TO ORDER

Attendee Name	Title	Status
Timothy Quillen	Chairman	Present
Cheryl Dowdell	Vice Chair	Present
Holly Eaves	Commissioner	Present
Julia Beasley	Commissioner	Absent
Ryan Campbell	Commissioner	Absent
Sonita K. Cummings	Commissioner	Present
David Currier	Commissioner	Present
Keith D. DeMerchant	Commissioner	Present
Donna M. Deyorio	Commissioner	Present
Jodi Frank	Commissioner	Absent
Richard E. Horstmann	Commissioner	Present
Thomas L. Nowell	Commissioner	Absent
Edward Vazquez	Commissioner	Absent

### 2. APPROVAL OF MINUTES

#### b. June 23, 2015 Parks and Recreation Commission Meeting Minutes

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Sonita K. Cummings, Commissioner
<b>SECONDER:</b>	Cheryl Dowdell, Vice Chair
<b>AYES:</b>	Eaves, Quillen, Dowdell, Cummings, Currier, DeMerchant, Deyorio, Horstmann
<b>ABSENT:</b>	Beasley, Campbell, Frank, Nowell, Vazquez

### 3. COMMENTS FROM PUBLIC

TM Dyer of the Ninigret Park Disc Golf Course spoke about the upcoming Disc Golf event. He mentioned some of the projects completed on the course including wood chip trails and tee boxes. Mr. Dyer reported that many of the people who were using the disc golf course were not from Charlestown and were not “hardcore” players.

### 4. TOWN COUNCIL LIAISON REPORT

There was no report, but Ms. Van Slyke thanked the Commission for attending the Master Plan meeting.

### 5. NEW BUSINESS

#### a. Ninigret Park New Pavilion Project Update

Chairperson Tim Quillen reported on the pavilion. He mentioned that the pavilion construction was started in July, after some setbacks due to building codes and designs and that the foundation was not constructed until June.

Mr. Quillen noted that there were a few problems with the equipment and hardware the manufacturer sent. He also noted that the area the pavilion is located at is used heavily in the summer and that there were too many people around continue construction. He mentioned that he had sought quotes for the construction.

<b>RESULT:</b>	<b>NO VOTE TAKEN</b>
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#### b. Studying the Possibility of Combining the Bike Path Ad Hoc Committee's Linear Park with a Certified 5K Walking/Running/Activity Path Planned for Adoption into the Master Plan

Commission member Cheryl Dowdell noted that in the past couple of years many groups and non-profits have planned 5K races/walks in Ninigret Park and asked that the Revised Master Plan include a 5K course. Ms.

Dowdell noted a 5K trail would dovetail well with the current RFP for the 1.3 mile bike path. She asked that it be added to the Master Plan. She mentioned that it may be more cost effective to combine the existing Bike Path RFP with the planning of a 5K.

The Commission discussed the benefits of forming a Subcommittee over an Ad Hoc committee to expedite the plan and that it should include a minimum of 3 members.

The Commission then discussed the trail being a multiuse trail and that it would need to be maintained. It was noted that the Commission was not trying to hold up the Bicycle Path.

The Commission motioned to form a subcommittee to explore the possibility of combining the bike path plan with a 5K multiuse path.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Cheryl Dowdell, Vice Chair
<b>SECONDER:</b>	Sonita K. Cummings, Commissioner
<b>AYES:</b>	Eaves, Quillen, Dowdell, Cummings, Currier, DeMerchant, Deyorio, Horstmann
<b>ABSENT:</b>	Beasley, Campbell, Frank, Nowell, Vazquez

#### c. Master Plan Discussion

The Commission members took turns discussing the previous and upcoming Master Plan meetings. The Commission discussed different issues including, that the document needed more work, that the festival area is leading to the workshops being unproductive, that the definition of the Plan is that it is an update and revised version of the 2008 Master Plan not a new Master Plan. The Commission discussed the public portion of the Workshop meetings and noted that it was not a public hearing. It was also noted that the Commission was charged with fixing the 2008 Master Plan and that the 2014 Plan is revisions.

The Commission discussed implementing a project that there is consensus on. Chairperson Quillen asked that there be a consensus on projects and that grants potentially be considered to help pay for the projects, but that the updated plan would have to be accepted first.

The Commission discussed working on the Master Plan one section at a time and coming to a consensus then possibly prioritizing each section. The Commission also discussed that if it went through section by section that the process may take too much time.

The Commission discussed the Master Plan being a living document and that the elements of the Master Plan are placeholders.

The Commission motioned to send Parks and Recreation Commission Communication through Chairperson Tim Quillen to narrow the focus of the next workshop going section through section working through the changes to the original Master Plan looking for consensus.

<b>RESULT:</b>	<b>APPROVED [7 TO 1]</b>
<b>MOVER:</b>	Cheryl Dowdell, Vice Chair
<b>SECONDER:</b>	Keith D. DeMerchant, Commissioner
<b>AYES:</b>	Eaves, Quillen, Dowdell, Cummings, Currier, DeMerchant, Deyorio
<b>NAYS:</b>	Horstmann
<b>ABSENT:</b>	Beasley, Campbell, Frank, Nowell, Vazquez

## 6. OLD BUSINESS

### a. Advisory Opinion to Town Council Regarding Site 8 Remediation

The Commission discussed the Site 8 meeting with the Army Corps of Engineers and the location in Ninigret Park of Site 8. The Commission discussed potential projects in that area and that planting and removing of trees may occur and that the Army Corps of Engineers did not answer the question about whether those activities would be allowed.

The Commission motioned to communicate to the Town Council that the Commission has an outstanding question about tree removal and tree installation at the site and other issues with disturbing the soil and want to know how far they may dig at the site before they may render an advisory.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Sonita K. Cummings, Commissioner
<b>SECONDER:</b>	Richard E. Horstmann, Commissioner
<b>AYES:</b>	Eaves, Quillen, Dowdell, Cummings, Currier, DeMerchant, Deyorio, Horstmann
<b>ABSENT:</b>	Beasley, Campbell, Frank, Nowell, Vazquez

## 7. COMMUNICATIONS RECEIVED

### a. Walk for Haiti - New Hope Chapel - Fee Waived

Commission member Holly Eaves noted that an area of trail used by the 5K was a little overgrown and might need to be addressed before the walk.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Richard E. Horstmann, Commissioner
<b>SECONDER:</b>	Donna M. Deyorio, Commissioner
<b>AYES:</b>	Eaves, Quillen, Dowdell, Cummings, Currier, DeMerchant, Deyorio, Horstmann
<b>ABSENT:</b>	Beasley, Campbell, Frank, Nowell, Vazquez

## 8. SPECIAL PROJECTS

## 9. ACTING PARKS AND RECREATION DIRECTOR'S REPORT

### a. July 2015 Report

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Richard E. Horstmann, Commissioner
<b>SECONDER:</b>	Donna M. Deyorio, Commissioner
<b>AYES:</b>	Eaves, Quillen, Dowdell, Cummings, Currier, DeMerchant, Deyorio, Horstmann
<b>ABSENT:</b>	Beasley, Campbell, Frank, Nowell, Vazquez

## 10. COMMITTEE REPORTS

### a. Friends of Ninigret Park Subcommittee Report

Chairperson and Friends of Ninigret Park Subcommittee member Tim Quillen and reported that the Subcommittee was moving along with planning the Fall Festival event.

### b. Dog Park Subcommittee Report

Dog Park Subcommittee member Sunny Cummings reported that the Dog Park was in use.

### c. Tree Steward's Report

There was no Tree Steward Report.

## 11. COMMISSION AGENDA REQUESTS

The Commission requested reviewing the basketball court RFP and event user fees at the next meeting.

## 12. LIAISON, COMMISSION AND ACTING PARKS AND RECREATION DIRECTOR'S COMMENTS

Commission member Cheryl Dowdell read an excerpt from the Master Plan, page 3, 4<sup>th</sup> paragraph “(i)t is important to note that the Master Plan is typically general and that recommendations are not cast in stone. It is fully intended and anticipated that as a particular projects are implemented the actual scope of improvements will generally follow the recommendations contained in this report, but they will be refined or adjusted in order to meet actual site conditions and funding availability.”

The Commission discussed drones and electric planes in Ninigret Park.

13. NEXT MEETING DATE - TUESDAY, AUGUST 25, 2015 AT 7:00 PM IN THE TOWN HALL'S TOWN COUNCIL CHAMBERS, 4540 SOUTH COUNTY TRAIL
14. NEXT TOWN COUNCIL DATE - TUESDAY, AUGUST 11, 2015
15. ADJOURNMENT