

SOUTH KINGSTOWN RECREATION COMMISSION

MEETING MINUTES

February 19, 2010

CALL TO ORDER: Vice Chairperson Blessing called the meeting to order at 7:03 p.m. at the Neighborhood Guild.

MEMBERS PRESENT: Joanne Blessing, Mark Noble, Janice Prochaska, and Frank Quinn

MEMBERS ABSENT: John Biafore

STAFF PRESENT: Terry Murphy and Cathy Larlham

GUESTS PRESENT:

MEETING MINUTES: A motion was made by Commissioner Prochaska and seconded by Commissioner Noble to approve the January 2010 meeting minutes. The motion was approved 4 - 0.

CORRESPONDENCE AND PUBLIC COMMENTS:

MONTHLY REPORT: A motion was made by Commissioner Prochaska and seconded by Commissioner Noble to approve the February 2010 administrative monthly reports. These reports include budget materials for the Guild, PDOB, and Town. The motion was approved 4 - 0.

OLD BUSINESS:

A. Policy Manual – second reading:

The *South Kingstown Parks and Recreation Commission Policy Manual* was reviewed with approved amendments from the first reading on January 19, 2010. The majority of changes to the document were in relation to title changes, general formatting and fee schedule changes. No further changes were recommended by the Parks and Recreation staff and the manual was presented to the Commission for approval. A motion was made by Commissioner Noble to accept the second reading of the manual as amended and seconded by Commissioner Prochaska. The motion was approved 4-0. The Policy Manual is complete for 2010 as amended.

B. Copy Machine Replacement:

Director presented the Commission with proposals for lease/purchase of RICOH MP5000B copy machine to replace the current copier located at the front desk. The current copier would be relocated to the second floor administrative office to replace the ten-year-old Canon NP 6545 machine which is becoming cost prohibitive to keep in service. Cost of new copier on a three-year lease/purchase is \$9,864 at \$274 per month. Cost includes training, service, parts, and toner. Per copy price is .0048 for the life of the lease. The Department has budgeted for this in the current 09-10 Guild and Town budgets; as well as for FY 2010-11 and will do the same for FY 2011-12. Commissioner Noble asked if disposal of the old machine was included with the purchase and also asked about the per copy price, and if the Department continues to pay a “per copy” fee once the machine is paid in full and an annual service contract is put in place. A motion was made by Commissioner Noble to approve the lease purchase of the copy machine and seconded by Commissioner Quinn. The motion was approved 4-0.

C. PDOB Rent Roll/Lease Agreements

The Director provided the Commission with a listing of all PDOB tenants, their lease dates and current monthly rent. Commission approval was requested by the director to re-negotiate all PDOB leases up for renewal in 2010-11. Discussion took place regarding length of leases to be negotiated. Commissioner Noble suggested that all leases be between three and five years with an annual increase factor of 3.5%. A motion was made by Commissioner Noble to approve the request for PDOB lease re-negotiations providing that all leases are for a period between three and five years with an annual increase of 3.5%. Motion was seconded by Commissioner Prochaska. The motion was approved 4-0.

D. Dog Park Rules – Final Draft

A final draft of the South Kingstown Dog Park Rules and Regulations were presented to the Commission for approval as presented. The Director reported that the South Kingstown Dog Park Association was very involved in the development of the rules and agreed with the rules as presented. The Commission was updated as to the status of the park and a tentative date for a grand opening: Sunday, April 25, 2010. A motion to approve the rules for the South Kingstown Dog Park was made by Commissioner Noble and seconded by Commissioner Quinn. The motion was approved 4-0.

NEW BUSINESS

A. Land Acquisition – St. Dominic Savio Property

The Director reported that the Town of South Kingstown had finalized the purchase of the St. Dominic Savio property on St. Dominic Road. The property totals 13.44 acres at a cost of \$700,000. Of the \$700,000 purchase price, the cost to the Town was \$350,000. Other funding sources included a \$250,000 Open Space Grant through RI DEM and \$100,000 from the Champlin Foundation. The land is intended for the purpose of constructing a new community recreation center and an outdoor multi-purpose field.

B. DEM Grant Application – Bobcat S70

The Director reported that the Departments of Parks and Recreation and Public Services submitted a Recreational Trails Program Grant application to RI DEM for the funding of a Bobcat S70 skid steer loader. The grant would fund 80% of the cost of the machine. A machine such as the S70 with a width of thirty-six inches would be utilized for year-round maintenance of nature trails, the bike path, walking paths and town sidewalks. Maintenance would include snow removal, brush and grass cutting, fence installation, grading trail surfaces, erosion control and repair and sweeping debris.

DIVISION REPORTS: A motion was made by Commissioner Prochaska and seconded by Commissioner Noble to accept the division reports. The motion was approved 4- 0.

Recreation Division: Superintendent Larlham provided a review of division activities. Of note, the February Vacation Camp for children age 6-12 was at full capacity with a waiting list.

Parks Division: Director Murphy provided a review of division activities and project updates as submitted by Parks Superintendent Eberly. Of note: the numerous compliments regarding the care of the bike path during snow storms, allowing for both cycling as well as winter sports to share the path.

NEXT MEETING: Monday, March 15, 2010 at 7:00 p.m. at the Tri Pond Nature Center.

ADJOURNMENT: A motion to adjourn was made at 8:10 p.m. by Commissioner Prochaska and seconded by Commissioner Noble. The motion passed 4-0.