

TOWN COUNCIL WORK SESSION
April 29, 2014

I. ROLL CALL

Town Council Members Present:

Kristine S. Trocki, President
Mary E. Meagher, Vice President
Thomas P. Tighe
Eugene B. Mihaly
Blake A. Dickinson

Also in Attendance:

Andrew E. Nota, Town Administrator
Christina D. Collins, Finance Director
William Piva, Parks and Recreation Director
Wyatt A. Brochu, Town Solicitor
Cheryl A. Fernstrom, Town Clerk

II. CALL TO ORDER

Town Council President Trocki called the Jamestown Town Council Work Session to order at 6:08 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue.

III. COLLINS CENTER RECREATION STUDY REPORT: Cultural Arts and Recreation Activities Space Needs Assessment

Monica Lamboy of the Edwin J. Collins Center for Public Management gave a PowerPoint presentation summarizing the space needs survey for community organizations in Jamestown. She acknowledged the tremendous help from the community organizations. The transmittal letter, spreadsheet summary and presentation documents were referenced and the methodology for the reports were explained. The Jamestown Space Needs Study Findings included:

Methodology:

- ▶ Survey of identified community organizations
 - ▶ General information
 - ▶ Mission
 - ▶ Age of participants/customers
 - ▶ Town / school buildings used
 - ▶ Beaches, fields, parks used
 - ▶ Indoor space needs
 - ▶ Athletic activities

- ▶ Performing arts
- ▶ Creative arts
- ▶ Other activities
- ▶ Outdoor space needs
 - ▶ Team sports
 - ▶ Other activities

Methodology #2

- ▶ Questions included:
 - ▶ Mission
 - ▶ Age of participants/customers
 - ▶ Town / school buildings used
 - ▶ Beaches, fields, parks used
 - ▶ # of activities (e.g., practices, games, performances, etc.)
 - ▶ Schedule of activities
 - ▶ # of participants (e.g., players, performers, crew, audience)
 - ▶ Space needs
 - ▶ Stage
 - ▶ Lighting
 - ▶ Sound system
 - ▶ Storage
 - ▶ Other
 - ▶ Needs being met today? Change in future?

Respondents:

Cal Ripken Baseball Association	Jamestown Art Center
Chamber of Commerce	Jamestown Boy Scouts
Community Band	Jamestown Cub Scouts
Community Chorus	Lion's Club
Community Piano	Prevention Coalition
Community Theater	Quononoquott Garden Club
Conanicut Island Art Association	Rotary Club
Conanicut Island Sailing Foundation	Soccer Association
Friends of Jamestown Library	Striper Club
Friends of Jamestown Youth	Women's Club
Historical Society	

Findings – Performing Arts

- ▶ Common needs
 - ▶ Performance area - approx. 27 ft wide x 25 ft deep, with 15 ft arch, wing and fly space
 - ▶ Lighting
 - ▶ Amplification

- ▶ Off stage area for changing and warm up
- ▶ Kitchen/Food area
- ▶ Small temperature-controlled practice room for piano - approx. 9 ft x 12 ft
- ▶ ≤ 135 performers and crew
- ▶ ≤ 210 to 300 audience members
- ▶ ≈ 107 days of use incl. rehearsals and performances

Findings – Special Events (Indoor)

- ▶ Includes creative arts and other community groups
 - ▶ Summer Crafts Fair and Members’ Art Exhibit
 - ▶ Holiday Craft Show
 - ▶ Chamber Business Expo
 - ▶ Rotary Club Recognition Dinner
- ▶ Common needs
 - ▶ Large open area with movable tables
 - ▶ Kitchen facility (non-cooking)
- ▶ ≤ 200 participants, including vendors and attendees
- ▶ ≈ 14 days of use per year

Findings – Team Sports (Indoor)

- ▶ Soccer Association
 - ▶ Approx. 80 games / practices between Jan and Apr each year
 - ▶ U.S. indoor soccer rules:
 - ▶ 140 and 210 feet in length
 - ▶ 60 and 90 feet in width
 - ▶ standard dimensions are 180 feet by 75 feet
 - ▶ Perimeter wall between 4 and 12 feet high (standard height is 8 feet).

- ▶ Did not survey Town recreation programs:

Adult Ballet	Mellow Vinyassa
Adult Competitive Volleyball	Over 35 Basketball
Adult Fitness Boot Camp	Pilates
Adult Recreational Volleyball	Tai Chi
Beginners Yoga	Yoga
Gentle Yoga	

Findings – Athletic Activities (Outdoor)

- ▶ Baseball and Soccer common needs
 - ▶ Field maintenance
 - ▶ Storage

- ▶ Field maintenance recommendations in prior study of Recreation Department
- ▶ Conanicut Island Sailing Foundation (CISF) needs:
 - ▶ Indoor classroom (during inclement weather)
 - ▶ Storage (summer and off-season)
 - ▶ 6 weeks of summer camp (approx. 200 children and youth)
 - ▶ Future goal of year-round programming – requires indoor space

Findings – Other (outdoor)

- ▶ Multitude of outdoor special events – no concerns expressed
- ▶ Possible future activities:
 - ▶ Regatta for 20 to 200 boats (CISF)
 - ▶ Outdoor art exhibits/activities, e.g. sculpture, film, Dance (Jamestown Arts Center)

Findings - Meeting, Classes, Workshops

- ▶ Findings All groups expressed need for meeting space
- ▶ Common needs
 - ▶ Movable seating and tables
 - ▶ Lectern
 - ▶ Audio equipment, on occasion
- ▶ Board meetings – 10 to 20 participants
- ▶ Talks / presentations – up to 100 participants
- ▶ Cub scouts – up to 60 participants (need space where can have activities)
- ▶ ≈ 220 meetings or activities year

Findings – Storage

- ▶ Nearly all groups expressed need for storage
- ▶ Common needs
 - ▶ Approx. 10 sf to 500 sf per group on average
 - ▶ Athletic activities required more space, optimally near Playing fields playing fields (CISF–1,000 sf including boats and boats boats and equipment)
- ▶ Variety in frequency of # of times need to access per month
- ▶ Items include: uniforms, bats, balls, goal nets, field painting Equipment, tents, camping equipment, maintenance equipment music stands, lighting system, sound system, costumes, historic artificats
- ▶ Historical society needs temperature/moisture controlled environment

Conclusions

- ▶ Universal need for meeting space and storage
- ▶ Common needs among performing arts groups and potentially indoor special events
- ▶ Model exists at Jamestown Arts Center
 - ▶ Non-profit owned and operated
 - ▶ Diversity of revenue sources
 - ▶ Flexible space

Questions/Comments.

President Trocki thanked Monica for her presentation and stated as this is a work session there will be no votes taken. The Council received the document a day ago, so this is new and Council is still digesting the information.

Town Administrator Nota thanked Monica and the Collins Center. This was very important information to be used to assist us in making decisions. It supplies information on town provided and private organization provided services. The organizations here this evening are looking at upgrades and improvements to current facilities and the roles of the Town and the organizations in the process. Mr. Nota would like to see a focus on a feasibility study to identify needs and how to address them. This opens a dialogue and exchange of ideas so that we can work together and move forward.

Christine Ariel of Steamboat Street commented that many people didn't know this session was scheduled. She knew the report would be covered, but that was all she knew, and she hasn't had chance to review it. Flexible space doesn't work for performing arts, as it needs a permanent stage.

President Trocki noted the Council is looking how to proceed and partner with the groups in town to accommodate the needs that exist. Ms. Ariel commented she is not prepared to speak at this time.

Mary Wright of Highland Drive thanked the Council for the study. Many organizations need to use the same space, and she feels the sooner a Committee can be formed, the better.

Town Administrator Nota stated the Committee will be on the next agenda, and it would be important to have a representative from each group for diversity. The Committee and town staff will be assessing present conditions to determine what is necessity, and what is desired. After the structure is in place process to compile information and move forward with an assessment of options. All facilities – public and private – will be reviewed.

B.J. Whitehouse of Steamboat Street commented the Jamestown Community Chorus has its Spring Concert this weekend and all are invited. Mr. Whitehouse referenced the risers needed and storage issues. Piano recitals are held at St. Matthew's Church. It would be most helpful to have a central location for performing arts and for storing and maintaining the equipment. Mr. Whitehouse stated he would serve on a Committee and will do fundraising to support the performing arts organizations. He applauds the efforts by the Council and the information provided in the Collins Center report; it is a lot to digest, and is a very good place to start.

Jerry Scott of Walcott Avenue recommended Town Administrator Nota visit the Jamestown Arts Center, as they are an amazing organization.

Vice President Meagher commented the Collins Center report is well organized and a major step. Though the organizations are private, they are community oriented, a unique feature of Jamestown. The report goes along with the Collins Center recommendations regarding recreation and current facilities, including the golf course. How do we handle usage and storage facilities that the 2nd floor offered? The performing arts issue has been raised, and we need to determine how and where to provide for the groups that used the golf course building, plus additional needs of the community organizations.

President Trocki asked how we stand with the architect. Town Administrator Nota announced he has been in contact with Burgin Lambert Architects, and there will be a staff meeting with them on Thursday. The goal is to review options and dates and times for work sessions to discuss the golf course project and what needs to be done to replace the facility, including storage and support. We should be able to report back the second or third week in May. We have a compressed time table, and a plan with cost estimates is needed so approval for a ballot question and bonding authorization can be ready for November, with bidding out the project for next summer or fall. The possibility of a secondary facility option still exists. We need to move this initiative forward.

Pat Bolger of Fore Royal Court asked if just the golf course building is being replaced. Town Administrator Nota stated yes. It is unknown if there will be a 2nd story for multipurpose activities at this time. We want to gain back the space that was lost first.

Vice President Meagher commented on options and our first obligation to the lessee, replacing what was there, and creating a forum for discussion of additional needs for the community. President Trocki stated the referendum needs to be on the ballot in November, so that the golf course can be replaced. We are trying to look at the Island as a whole to address the other community needs and what and where things can go; the possibilities are endless. This will be on the next agenda.

Councilor Mihaly commented on the great job done by the Collins Center on the main report and this one, with an amazing result that stimulates a discussion of ideas. The

dialogue has been good to get people to think about needs and how to proceed and pay for it. He looks forward to the process.

Councilor Dickinson stated he is very pleased with the report. The town is a partner in facilitating arts and activities, and there is sensitivity for getting the golf course moving. He feels if we want to be inclusive, and we embrace this with the golf course, it will slow down the process. Parking issues there need to be addressed. He was impressed with BJ's comments.

President Trocki thanked everyone for coming and for their comments. This will be on the Monday, May 5th agenda at 7:00 p.m. to establish a committee and framework to move forward, perhaps with a series of workshops. Vice President Meagher noted everyone wants to take the information and digest it before the next meeting. We are fortunate that our Town Administrator has a lot of experience in recreation and community services.

Christine Ariel appreciates what the Council is trying to do and asked what the function of the Committee would be. President Trocki stated there will be further discussion at the May 5th Council Meeting and this will continue as a rolling item. A committee will be formed to help us decide how to bring information and all the community groups together for the larger picture.

Mary Wright stated she has another meeting on May 5th and asked if she should change it. Ms. Wright was advised to send a representative or forward her comments in writing. Vice President Meagher stated this will be an ongoing discussion. Councilor Mihaly stated a community dialogue is needed, and we want to create a mechanism that captures what happens in this vibrant community that interests so many people.

Janet Grant of Pardon Tucker Place stated she is sorry she arrived late and asked if the Council could provide a summary of this evening's discussion. President Trocki noted the Collins Center Report encompasses 21 organizations and groups and their space needs, which is available here tonight, or on the Town website. Sav Rebecchi has filmed tonight's work session, so it can be viewed on *The Jamestown Record*. The Council is trying to facilitate a discussion on how to proceed to address the needs of the organizations, and this will be discussed next Monday at the regular meeting at 7:00 p.m.

Town Administrator Nota commented when the Committee structure evolves, input from the various organizations and groups will be needed. Once the Committee is put together, the discussion begins and all citizens are invited to participate, not just the Committee members.

IV. ADJOURNMENT

There being no further business to discuss, the work session was adjourned at 7:07 p.m.

Attest:

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to: Town Council
 Town Administrator
 Finance Director
 Town Solicitor