

TOWN OF MONTVILLE
Parks & Recreation Commission
Regular Meeting – January 19, 2022 -- 6:30 p.m.

MEETING MINUTES

All persons in attendance must wear a face mask if not fully vaccinated and remain six feet from others.

Comments will only be accepted at times designated for public comments by the Chair of the meeting. The Montville Town Council Rules of Procedure, decorum, timeliness, and suitability shall be followed and enforced.

1. Call to order.

Chairperson Southard called the meeting to order at 6:34 p.m.

2. Pledge of Allegiance.

All stood and pledged the flag.

3. Roll Call.

Present were Commissioners Matt Beaupre, Jon Chase, Kevin Clang, Deborah Schober, Morgan Matthewson, and Kate Southard. Absent were Commissioners Noah Carver, Denise Gladue, and Rocky Stone. A quorum was present.

4. Adjustments to the Agenda.

Motion by Commissioner Chase; seconded by Commissioner Beaupre to consider and act on a motion to review the draft Town Conservation and Development Plan. Discussion: none. Voice vote: 6-0, all in favor. Motion carried. Chairperson Southard also noted Agenda Item 9 should read “February” Newsletter.

5. Remarks from the Public regarding items on the Agenda (3-minute limit).

Chairperson Southard asked three (3) times for remarks. There were none.

6. To Consider and Act on a Motion to Approve.

- a. The Regular Meeting Minutes of December 15, 2021.

Motion by Commissioner Clang; seconded by Commissioner Matthewson to approve the Regular Meeting Minutes of December 15, 2021. Discussion: None. Voice vote: 6-0, all in favor. Motion carried.

7. Recreation Director’s Report for January 2022.

Director Bushway reported Mayor McDaniel has approved the shorter time, five (5) days, for Covid confinement per the CIAC and DPH. He also reported he did not have a price for the banners similar to the ones in the high school parking lot but would present it to the Commission once received. Director Bushway questioned whether the banners should be on parking lot poles and the access road.

8. Report from Finance.

Director Bushway stated there are funds in all of the accounts but funds for basketball coaches may be used for another purpose. He said money would be left over from Part-time Recreation. Town Council Liaison Bunnell asked if project surpluses were expected; Director Bushway reported judo was not offered due to Covid because instructors were not willing to participate without the use of masks.

9. December Newsletter

Chairperson Southard noted the logo on the newsletter; Director Bushway said it was done with the help of Casey. He also reported he was getting information for a vinyl sign that can fold up and possibly 1-2 sided for Department events.

10. Parks and Facilities

a. Mostowy Archeological Study.

Chairperson Southard asked Director Bushway had he spoken with CLA regarding a study. He stated he spoke with Tom earlier today and got an estimate for test kits for the second phase at a cost of \$6,800 and a total price for two (2) phases of \$10,000. Director Bushway reported on an email from CLA that stated they do not perform environmental studies. Commissioner Chase asked about the request for the environmental study stating it is a requirement from some towns and per grant restrictions. Director Bushway responded the content of the property would determine options for its use. Commissioner Chase commented on the survey conducted by DPH at the property last year and asked that the information be shared so the companies are not working for cross purposes.

b. Mostowy Environmental Study.

See Agenda Item 10 b. for comments.

11. Unfinished Business.

a. Parks Signage

Chairperson Southard reported she spoke with Commissioner Stone who said he would get in touch with Casey and continue to work on the signage.

b. Carnival 2022

Commissioner Matthewson reported things are moving along for a successful carnival. Commissioner Schober commented on the long wait lines at last year's event. Chairperson Southard said she helped resolve the issue as someone was needed to handle money. Director Bushway said the carnival owner was not opposed to sharing the event and moving their table and the Commission table.

c. ARPA Funds

Chairperson Southard reported she and Commissioner Stone worked together to create and prioritize a list for pending ARPA funds for Director Bushway. Director Bushway reported he has a meeting scheduled in a few weeks regarding the tennis courts and grills. He said the projects would be done as adopted and scratched once completed but said there is not specific information on eligibility and use of the funds. He spoke about a purchase order regarding the tennis courts stating ARPA is federally funded but State employees must be paid competitive

wage. He reported the Finance Director is checking on the same. Town Councilor Bunnell reported the Covid-Ad-hoc Committee released a report for use of ARPA funds and said no cuts were made to the two phases. Instead, a new Animal Control Facility was added and he reported a Special Town Council meeting would be held regarding ARPA funds on January 20.

12. New Business.

- a. To Consider and Act on a Motion to Approve the Election of Officers for the 2022 Parks and Recreation Commission.

Motion by Commissioner Chase; seconded by Commissioner Clang to approve the 2022 Parks and Recreation Commission Election of Officers as follows: Chair--Kate Southard; Vice-Chair--Rocky Stone; Secretary—Morgan Matthewson. Discussion: None. Voice vote: 6-0, all in favor. Motion carried.

- b. To Consider and Act on a Motion to Approve the Parks and Recreation Capital Improvement Project for 2022-2023.

Motion by Commissioner Beaupre; seconded by Commissioner Matthewson to approve the Capital Improvement Project for 2022-2023. Discussion: Commissioner Matthewson noted an omission on line 14 of Director Bushway's spreadsheet that has now been included. Commissioner Chase stated the spreadsheet accurately reflects the discussion at last month's meeting, and he said it was good to see a quote for improvements. Director Bushway commented on an earlier email from Commissioner Stone stating adjustments can be made to the CIP in year 2024 going forward. Roll Call vote: *In favor*—Commissioners Chase, Schober, Beaupre, Southard, Clang, Matthewson. *Opposed*—none. 6-0, all in favor. Motion carried.

- c. To consider and act on a motion to review the draft Town Conservation and Development Plan.

Commissioner Chase stated the Plan is updated every 10 years and was postponed last year by Governor Lamont due to Covid. He commented on additions to the Plan highlighted in yellow which are clear but said some of the deletions are not clear. He noted the maps in the Parks & Recreation section of the Plan were misleading, i.e., power lines along trails, Camp Oakdale as including Schofield Pond property, and suggested a potential change for a handicap dock at Schofield Pond since the owner is not interested. Commissioner Chase also spoke to the work done by former Town Planner Vlaun and of current Town Planner Burdick proposing comments to her to identify areas for use to seek grant funds as well as development of a plan for the property. Chairperson Southard stated Commissioner Chase would be the best person to act as point person for the Commission regarding the Plan since he had already reviewed it. Commissioner Chase agreed to take on the task and speak with Town Planner Burdick.

13. Communications.

Director Bushway commented on receipt emails from parents of dance students who had issues with the required 7-foot distancing and mask requirements due to the Omicron variant and enforced by Mayor McDaniel as Town policy requires use of masks in all buildings. Parents indicated breathing issues due to asthma; a medical form used by the Superintendent was sent to them. He also updated the Commission on Covid-related issues regarding coaches and teams.

14. Remarks from the Public of Non-Agenda items (3-minute limit).

Chairperson Southard asked three (3) times for remarks. There were none.

15. Remarks from Town Council Liaison.

Town Councilor Bunnell reiterated his comments on the ARPA funds stating he was excited and optimistic. He stated the ARPA meeting would take place tomorrow night and he would appreciate attendance.

16. Remarks from Parks & Recreation Director Bushway. – *No comments*

17. Remarks from the Commissioners.

Commissioner Chase thanked Commissioner Beaupre for serving as secretary for the Commission. Chairperson Southard thanked Commissioners Beaupre and Matthewson for their service to the Commission.

18. Adjournment.

Motion by Commissioner Beaupre; seconded by Commissioner Clang to adjourn the meeting at 7:30 p.m. Discussion: None. Voice vote: 6-0, all in favor. Meeting adjourned.

Respectfully submitted by,
Gloria J. Gathers
Town of Montville -- Recording Secretary/Minutes Clerk

**AN AUDIO RECORDING OF THE MEETING IS AVAILABLE ON
THE TOWN OF MONTVILLE WEBSITE.**