

TOWN OF MONTVILLE
Parks & Recreation Commission
Regular Meeting – June 15, 2022 -- 6:30 p.m.

MEETING MINUTES

The Town of Montville has lifted the mask mandate effective Monday, February 28, 2022, throughout Town facilities in coordination with our schools. Although the mask mandate has been lifted, Uncas Health strongly recommends that all individuals, both vaccinated and unvaccinated, continue to wear masks indoors.

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

Also present were Director Peter Bushway and Town Council Liaison Lenny Bunnell.

4. Adjustments to the Agenda.

Motion by Commissioner Beaupre; seconded by Commissioner Carver to move up Agenda Item 12a, Eagle Scout Project – Brian So, to Item 6b. Discussion: none. Voice vote: 7-0, all in favor. Motion carried.

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 April 20, 2022.

Motion by Commissioner Stone; seconded by Commissioner Clang to approve the Regular Meeting Minutes of April 20, 2022. Discussion: none. Voice vote: 7-0, all in favor. Motion carried.

6b. Eagle Scout Project – Brian So. (*This item was moved up on the Agenda.*)

Eagle Scout Brian So presented his project to the Commission concerning a second kick wall on Field 4 at Camp Oakdale. Information for the project was emailed to Director Bushway who will forward it to the Commission. Town Councilor Bunnell asked Eagle Scout So to describe his project, the work involved in it, and his goals. Eagle Scout So described the dynamics of the wall that would be used by kids to kick against and rebound from for practicing lacrosse and soccer.

In addition, overgrown weeds and brush will be removed from the area. Fundraising efforts will include collecting bottles and cans. The kick wall will be 24 feet high by 8 feet wide and will serve multiple functions according to Commissioner Beaupre. The Commissioner asked how long the project would take to complete. Eagle Scout So reported once the build begins he must finish it by the end of July as he will age out. The soccer schedule has also been considered.

Motion by Commissioner Clang; seconded by Commissioner Stone to approve a second kick wall proposal on Camp Oakdale Field 4 as presented by Eagle Scout Brian So. Discussion: none. Voice vote: 7-0, all in favor. Motion carried.

7. Recreation Director's Report for June 2022.

Director Bushway summarized items from his June 2022 report specifically the request by the Town insurance carrier concerning the reporting of child abuse and neglect. He will attempt to reduce the policy to 1-2 pages as opposed to mirroring the 12-page policy by the Board of Education. Mandated employees, he and his part-time staff, must comply with the policy. Director Bushway also commented on the upcoming carnival for this weekend and the radio announcements associated with it in addition to the training of staff for Summer Camp beginning on June 20. He also mentioned the upcoming dance recitals next Thursday and Friday, June 23 and 24. There is no charge for the recitals and each family gets 4-6 tickets. Director Bushway concluded with summarizing a proposed outdoor gym court, the \$30,000 grant and additional funding, and the overall cost \$157,350 associated with it. Information for the project will be shared with the Commission.

8. Report from Finance.

Commissioner Stone commented on negative line items on the Finance report, a Fair Oaks of \$345 and Equipment of \$560.03. The equipment is for two (2) picnic tables for Camp Oakdale that will not arrive until September and is encumbered.

Motion by Commissioner Stone; seconded by Commissioner Beaupre to transfer \$345 from line item #51073, PT Recreation Program to line item #53053, Fair Oaks/Camp Oakdale. Discussion: none. Roll Call vote: *In favor*: Commissioners Beaupre, Carver, Clang, Schober, Matthewson, Southard, and Stone. *Opposed*: none. 7-0, all in favor. Motion carried.

Motion by Commissioner Stone; seconded by Commissioner Clang to transfer \$560.03 from line item #51073, PT Recreation Program to line item #54000, Equipment. Discussion: none. Roll Call vote: *In favor*: Commissioners Beaupre, Carver, Clang, Schober, Matthewson, Southard, and Stone. *Opposed*: none. 7-0, all in favor. Motion carried.

Commissioner Stone asked if additional overruns are expected; Director Bushway reported the summer camp line item having to do with first aid and CPR training as it would depend upon the number of hours staff must train. Another potential overrun may be supplies that would be offset from the cushion in other line items.

9. May Newsletter.

Director Bushway reported on the opening of the Farmers Market on June 14 that included 31 vendors with all of the food trucks, a band, and a large crowd with hope that attendance will continue. He also reported on upcoming volleyball and baseball camps for the last week in July with permission for use of the high school pending. Commissioner Stone inquired about the number of summer camp attendees that typically ranges around 200 and as of last week there are 179 total applicants thus far. The fee last year increased that may account for the lower attendance but there is no cutoff date for applications; if there is room applicants can attend.

10. Parks and Facilities

Chairperson Southard reported projects are on hold as there is no Public Works Director. She and Commissioner Stone plan to attend the next Public Works meeting and have reached out to the Department. The aim is to get action on projects that are in limbo.

11. Unfinished Business.

a. Carnival 2022

Commissioner Matthewson reported that everything looks good for the upcoming carnival and a lot of vendors will be present. Chairperson Southard and Commissioner Stone will be there to volunteer in addition to Commissioner Gladue. The Commission discussed the rides setup, the location of the ticket booth, newer rides, fire and police presence, and the fireworks display on Saturday with the presence of the fire marshals and the inspection of them by State and local officials on Friday morning.

b. Montville Farmers Market

Chairperson Southard reported on the season opening of the Farmers Market last night that went pretty well and included 21 regular season vendors and a band. Approximately 500 attended the event last evening and special events are scheduled for the season. Vendors were satisfied but there are some issues that will be worked out.

c. ARPA Funds

Vice-Chair Stone reported on the May 5 Special Meeting of the Commission to come to an agreement on the \$360,000 ARPA funds in addition to the \$500,000 from the State. After that Commission meeting, the ARPA Committee met and voted to take back \$260,000 leaving \$600,000 for the tennis courts. Vice-Chair Stone and Chairman Southard agreed the Commission plan should remain the same and to move forward and create a plan to make a case and reapproach the ARPA Committee for return of those funds.

12. New Business.

a. Eagle Scout Project – Brian So.

This item was moved up on the Agenda to Item 6b.

b. Status of ARPA Purchase Orders

Commissioner Stone asked for a status on the tennis courts explaining that the pickleball courts cannot be done due to the retrieval of funds by the ARPA Committee. The RFPs for the tennis courts is done and Finance was told to send it out. Chairperson Southard has spoken with Senator Osten regarding funds promised that will be sent out. Options for consideration are four

(4) courts for pickleball. Commissioner Stone commented on the intent to bundle projects and reapproach the ARPA Commission for funding. The Commission discussed the MHS intent for their tennis courts and the shrinking ARPA funds. Project status was questioned by Commissioner Stone and Chairperson Southard with responses from Director Bushway were as follows:

- Handicapped Playgrounds: Redesign of plans for this project ready for next month.
- Grills: New grills have arrived but will not fit in the existing spaces with two (2) at the large pavilion and one (1) at the small pavilion.
- Camp Oakdale Pavilion: This project is on hold. Director Bushway has spoken with Town Councilor May is reviewing the plans with a plan to replace the columns with temporary ones until the new design is completed.
- Schofield Park: A purchase order for design and input for it is considered.
- Mostowy Trails: Trails and site plans and design of the same have been sent out per a purchase order to include trails and golf. Regrading of parking area that has been damaged.
- Archeological Study/Mostowy Project: This project was to be done but funds do not exist for it. Possibly reapproach ARPA Committee for \$4,000 - \$6,000. The well on the property needs to be filled in, removal of a tree, and topsoil and runoff to raise catch basin. Not sure if there are funds in the Public Works budget for the same. (This information will be sent in an email to Chairperson Southard for discussion at the upcoming Public Works Meeting.)
- Soccer Field: Renovations to Field 1 per a discussion with the director. (This information will be sent in an email to Chairperson Southard for discussion at the upcoming Public Works Meeting.)
- ARPA Phase II: There are no projects for this phase.

13. Communications.

Chairperson Southard reported on a call from Social Services Director Kathy Peck concerning five (5) families with children who they want to send to summer camp but the cost is prohibitive for them. Ms. Peck remarked her priority at present was for food and electricity for clients. Director Bushway commented that the use of Department funds for scholarships had not been done during his tenure but referenced an incident from the past when funds were taken from the Special Revenue account. Scholarships fall more under the auspices of Social Services. Chairperson Southard reported the families which include five (5) children have been vetted by Ms. Peck; Director Bushway remarked a discussion needed to occur with the Finance Director regarding the same in addition to any potential auditor issue. Commissioner Stone remarked on the cost per child (\$490) in addition to those for trips ranging from \$13 - \$24. Director Bushway suggested Social Services and Parks & Recreation attend the next Town Council meeting or find a means to obtain funds from the general budget—Special Revenue or _____.

Commissioner Schober suggested the problem be given to Mayor McDaniel, Social Services, Parks and Recreation, and Finance and await feedback from them.

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 had no report but expressed comments about ARPA funds. He listened to a report earlier about ARPA funds, Phase 1 but nothing regarding progress on the projects. Town Councilor Bunnell emphasized the importance of expediting the tennis courts project and putting its funds to use for them stating he would hate to see the Town Council revoke the funds if not used. He wished everyone a happy, safe, and comfortable July 4th.

16. Remarks from Parks & Recreation Director Bushway.

Director Bushway expressed appreciation to Town Councilor Bunnell for his willingness to be in the dump tank at the carnival. He suggested wearing comfortable shoes and sunscreen for the event and the hope for great weather.

17. Remarks from the Commissioners.

Commissioner Carver was happy to be present and wished everyone a happy July 4th. Commissioner Schober remarked on the great Farmers Market on Tuesday. Commissioner Beaupre was happy for the return of the Farmers Market as a marker for growth of the community; he is also looking forward to the carnival. Commissioner Matthewson _____ . Commissioner Stone thanked Commissioner Matthewson, Chairperson Southard, and Director Bushway for their work on the carnival and wished a Happy Father's Day to those present. Chairperson Southard thanked Commissioner Matthewson who did the bulk of the work and played a huge role in the upcoming carnival.

18. Adjournment.

Motion by Commissioner Carver; seconded by Commissioner Beaupre to adjourn the meeting at 7:38 p.m. Discussion: none. Voice vote: 7-0, 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.**