

AMENDED

**Town of Montville Parks & Recreation Commission
Regular Meeting Minutes – January 17, 2018**

6:30 p.m. – Montville Town Hall – Town Council Chambers

1. Call to Order
Chairperson Perkins called the meeting to order at 6:32: p.m.
2. Pledge of Allegiance
All stood and pledged the flag.
3. Roll Call
Commissioners present were Joseph Berardy, Matt Beaupre, Danielle Butzgy, Jennifer Hajj, Ryan Hartman, Dawn Penman, Kristin Ventresca, and Karen Perkins. Also present was Parks & Recreation Director Peter Bushway and Town Council Liaison Jeff Rogers. Commissioner Rachel Belardo was absent.
4. Adjustments to the Agenda
Motion by Commissioner Ventresca; seconded by Commissioner Beaupre to move up Item 14 to Item 4a on the agenda. Discussion, none. Voice Vote, 8-0; all in favor. Motion carried.
- 4a. Remarks from Town Council Liaison
Town Councilor Rogers requested direction from Commissioner Ventresca on the Community Center Building Committee. She explained that the Committee lacked members and no meetings had taken place. Commissioner Ventresca stated the Committee was to consider and discuss expansion or replacement of what is currently Fair Oaks for a community center. She said a survey was done and responses collected and there were concerns about a tax increase regarding the center. Town Councilor Rogers suggested that the survey data be reviewed and discussed with the Commission.

Town Councilor Rogers reported on the positive responses from the holiday wreaths purchased by Parks & Rec for \$3,000. He said he had spoken with the Director of the Senior Center and they will take on the project of decorating the wreaths over the coming year in time for the holiday season. Town Councilor Rogers asked that the Commission consider installing flags on the Route 32 corridor. Commissioner Hartman asked whether a line item separate from the Parks & Rec budget be considered for the same.
5. Remarks from the Public regarding items on the agenda with a three-minute limit
Chairperson Perkins 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 20, 2017.

Motion by Commissioner Beaupre; seconded by Commissioner Butzgy to approve the Regular Meeting Minutes of December 20, 2017. Discussion: Commissioner

Ventresca noted a correction regarding Item 10b to state that Town Councilor Rogers, no she, had the tax information concerning Dog Park. Voice Vote, 8-0; all in favor. Motion carried.

7. Director's Report for January 2018

Commissioner Ventresca spoke about the Montville Community Booklet and noted that there was no information section on Parks & Rec. Director Bushway stated that it was a matter of saving space and money but confirmed to Commissioner Butzgy that the cost for the booklet is shared equally between Youth Services, the Senior Center and Parks and Rec. Commissioner Hartman stated that we need "to sell ourselves" and get more feedback for programs. Director Bushway responded to Commissioner Butzgy that the booklet was designed by *The Day*.

8. P & R Newsletter for February 2018

Commissioner Butzgy noted several typographical errors and corrections to the Newsletter. Commissioner Beaupre suggested that a blurb be included that local bands are being sought for the Carnival. Commissioner Ventresca commented that she disliked the look of the commissioners' contact information list.

9. Reports from Finance – No comments

10. Unfinished Business

a. Community Center Building Committee Update

This item was tabled until the next meeting.

b. Dog Park Committee Update

Commissioner Beaupre reported that the January 16th meeting was canceled due to the lack of a quorum. He commented on a paid balance and plans for a kiosk to house supplies such as doggy bags and posted rules for the park. A draft of the rules was distributed to the Commissioners for review and were vetted by the Town Attorney and Insurance Representative for compliance. The Commission discussed how and who would enforce the rules and the dog license requirement. Also discussed were the status of the \$10,000 Go-Fund Me page for the Dog Park, grass seeding (April/May), water and shade for the dogs; and a volunteer group or Friends group to maintain the park. Feedback on the park should be sent via email to Commissioner Beaupre.

c. 2018 Summer Concerts

Director Bushway reported on two (2) proposed tribute concerts

d. 2018 Carnival

This item was discussed earlier under Item 10c.

e. Discussion of Splash Pad – *No discussion*

f. Discussion of FY 2017-2018 Budget and CIP

Director Bushway reported that the budget was submitted to the Mayor for review and the Finance Committee would set a date and time for review of it. A line item request for decorations of \$5,000 will be added.

g. Discussion of Commission Apparel

Commissioner Hartman provided information on the design and color options for a hooded shirt, t-shirt or polo shirt for apparel to identify commissioners as associated with Parks & Rec. The budget for the same is \$1,000. Per discussion, "Montville Parks & Recreation" will be screen printed on the front and the Commissioner's name will be embroidered on the sleeve. Commissioner Hartman will obtain a mock-up and send it to the Commission for review.

11. New Business

a. Upcoming Events for 2018

1. 2018 Holiday Parade

Commissioner Butzgy commented on the need for more decorative lights brighten the route and asked whether the stage could be used for dancing. Director Bushway suggested using the parking lot where Youth Services was located. Commissioner Penman suggested limiting the winners per category to one (1) and a gift certificate or trophy for overall winner. Judges for the 2018 event will be Commissioners Ventresca and Penman.

2. 2018 Summer Camp

Commissioner Hartman requested clarification and his dismay about the \$10 registration increase given the Town Council proposed increase of \$5. He stated that the aim of the summer camp is not to make money given the \$12,000 loss and it is an alternative to higher priced summer program options. Director Bushway commented that at the Finance Committee last year he was asked why the registration fee was only \$50 hence the reason why the topic was revisited this year.

b. Potential Events and Programs

Commissioner Butzgy asked how to propose a program such as mixed martial arts (MMA) and any program, or to expand a program in Montville. Chairperson Perkins commented that a MMA program would require feedback from Finance Director Hart. Director Bushway said that calls can be directed to him for proposed programs. Commissioner Hajj asked if there was an existing list of proposed programs. It was suggested that one could be started by the Secretary, Commissioner Ventresca.

12. Communications -- *None*

13. Remarks from the Public

Chairperson Perkins asked three times for remarks. There were none.

14. Remarks from Town Council Liaison

This item was moved up on the agenda.

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15. Remarks from Parks & Recreation Director Peter Bushway -- None

16. Remarks from the Commissioners
Commissioner Hajj commented that it was good to be back.

17. Adjournment
Motion made by Commissioner Ventresca; seconded by Commissioner Penman to adjourn the meeting at 8:00 p.m. Discussion, none. Voice Vote, 8-0, all in favor. Meeting adjourned.

Respectfully submitted by:

Gloria J. Gathers

Minutes/Recording Secretary, Town of Montville

AUDIO OF THE MEETING IS AVAILABLE ON THE TOWN WEBSITE.