

Town of Montville Parks & Recreation Commission
Regular Meeting Minutes for Wednesday, July 17, 2013
6:30 pm – Town Council Chambers

1. Call to order

Chairperson Cicchese called the regular meeting of the Parks & Recreation Commission to order at 6:30pm after establishing a quorum.

2. Roll call

Present were Commissioners Cicchese, delaCruz, Berardy, Geiler, LaVallie and Perkins. Absent were Commissioners Lawton and Maffeo. Also present were Recreation Director Peter Bushway and Town Council liaison, Laura Tanner.

3. Adjustments to Agenda

None

4. Remarks from the Public with a three-minute limit

None

5. To consider and act on a motion to review and approve the Regular Meeting minutes of June 19, 2013.

Motion made and seconded with two abstentions.

6. To consider and act on a motion to review and approve the Director's Report for June 2013.

a. Commissioner Perkins asked how camp was going especially during the recent heat waves. P&R provided Slip 'n Slides and other water games to keep kids wet as much as possible. At one point, inside of Fair Oaks registered 92 degrees. The only room with continuous air conditioning is the Arts & Crafts room. Kids are rotated in and out approximately every 35 minutes. The total number of children attending camp this year is down about 30 from last year.

Commissioner Perkins asked about purchasing fans or air conditioning units for future use. This would fall under the purview of Public Works. We would have to inquire to see if there is money budgeted for such items.

Commission could inquire about the possibility of using one of the schools during heat waves. School could also be used as a cooling center for town residents. Director

Bushway to send letter to Public Works for feedback regarding cost and installation of some type of cooling system.

b. Tigers game – quite a few no-shows due to hot weather.

c. Commissioner Perkins asked what “Notification of program facilitator/hired entertainment contract to review” was. Basically a part of Director’s Report as template for new hires for programs, etc.

Commissioner Perkins also asked if the Master Road Race was well advertised. Registrations coming in; however, most runners wait until the last minute to see what weather conditions might be.

Commissioner Berardy made motion to accept the Director’s Report and Commissioner Perkins seconded. Passed unanimously.

7. Finance Reports

a. Commissioner Perkins had several questions regarding the entries for Secretary’s salary and Director’s salary. When Director is out of office, secretary gets higher rate of pay. Questioned why part-time employee is reimbursed for mileage. The Director’s salary was underfunded in budget and this entry balances correct salary. Also asked why program refunds are just being processed?

Regarding facility use discrepancies – all those who rent the pavilion pay \$100. Town residents are refunded \$50 and non-residents are refunded \$25 if left in clean condition.

8. Unfinished Business

a. Dogs on Fields information

Many good policies in effect in different towns. Especially Chester, CT. Councilor Tanner had forwarded information, but some Commissioners did not receive it. She will send again. Would the Town Council consider an ordinance regarding dogs on recreational fields? The Town of Montville currently has no ordinance in place.

b. Concerts update

Borrowed Toys concert drew approximately 130 people. Second concert drew just about 100. Discussion followed on whether to continue these venues. What can be done to attract more viewers? Is Tuesday the best day to host these events? Commissioner delaCruz cites a lack of interest as main reason for low turnout.

c. Rate of Pay for Instructors

Parks and Recreation Commission has no authority to set rate for instructors. The motion that was made at last month's meeting is invalid. Peter explained the difference between an employee and a contractor. A lengthy discussion took place regarding various programs and corresponding fees.

9. New Business

a. Fall Booklet

Working with new publisher for this edition. Information needs to be forwarded by August 18th for publication.

b. Trick or Trunk

Event date – October 26th with rain date of the 27th at Tyl Middle School. Question was asked if we should limit to town residents, but there would really be no way to enforce. Last year's event doubled from previous year (from 400 to about 1,000). Major problem last year was parking. Looking for more volunteers. Commissioner Geiler suggested partnering with the Lions Club who have safety vests, flashlights, etc.

10. Correspondence

Basic Parliamentary Procedure that was sent with Carol's packet. Chairperson Cicchese reminded the commission that an e-mail is considered a meeting if more than four members are communicating amongst themselves. Cell phone use and texting is also considered a meeting.

11. Facilities Requests

None

12. Remarks from the Public

None

13. Remarks from the Commissioners

Commissioner LaVallie expressed reservations on the building of a dog park based on information provided by Montville Dog Warden and Commissioner Maffeo's input. He is not in favor of the concept.

Commissioner Perkins suggested a note of thanks to all the concert sponsors be included in the fall booklet perhaps as part of Director's letter.

Several commissioners advised that the bathrooms at Camp Oakdale need larger

toilet paper dispensers or double rolls. Many times it has run out on the weekends when many activities take place.

Commissioner delaCruz suggested a painting class. Director Bushway will be getting more information as the instructor will be visiting the camp this week for face painting. Also, ways to spice up the concerts.

Director Bushway said he has been approached by someone interested in doing a Belly Dance class.

14. Remarks from Town Council Liaison, Laura Tanner

Ellen Hillman was formally removed from the commission. She also had complaints regarding the cleanliness of the Camp Oakdale restrooms.

15. Adjournment

Chairperson Cicchese reminded the commission that there is no meeting in the month of August.

Motion to adjourn made by Commissioner Berardy and seconded by Commissioner LaVallie. Meeting adjourned at 8:33pm

Respectfully submitted,

Nancy delaCruz
Commission Secretary