

Town of Montville Parks & Recreation Commission
Regular Meeting Minutes for Wednesday, December 17, 2014
6:30 p.m. – Town Hall – Town Council Chambers

1. Call to order

Chairman Scott LaVallie called the meeting to order at 6:42 p.m. after establishing a quorum.

2. Roll Call

Present were Commissioners Joseph Berardy, Nancy Delacruz, Scott LaVallie, Kerri Lawton, Gilbert Maffeo Karen Perkins, and Kristin Ventresca. Absent were Commissioners Eileen Cicchese and Derek Wainwright. Also absent were Parks & Recreation Director Peter Bushway and Town Council Liaison Laura Tanner.

Chairman LaVallie reminded the Commission regarding the conclusion of their meeting/discussions at 8:12 p.m. or obtains a 2/3rds majority vote to extend the meeting.

3. Adjustments to the agenda — *none*

4. Remarks from the Public regarding items on the agenda with a three-minute limit — *none*

5. To consider and act on a motion to approve the regular meeting minutes of November 19, 2014. Motion made by Commissioner Lawton, seconded by Commissioner Delacruz. Discussion: None. Voice vote, 7-0, all in favor. Motion passed.

6. To consider and act on a motion to review and approve the Director's Report for December 2014.

Motion made by Commissioner Delacruz, seconded by Commissioner Berardy. Discussion: With Director Bushway on vacation, it is assumed that the magazine is/will be ready for printing prior to the deadline date this Friday. While she would like to see the Building Supervisors also be required to take the full three-hour in-depth course, Commissioner Ventresca is pleased that they will be taking the online concussion course. All couches are also required to take the full course at a cost of \$50.00 per class. Voice vote, 7-0, all in favor. Motion passed.

7. Reports from Finance — *no discussion*

8. Unfinished Business

a. Town Information Sign

Chairman LaVallie reported that he has spoken with the Athletic Boosters, who have expressed an interest in partnering with the Commission for a new sign to be located on the corner of Old Colchester and Chesterfield Roads. While one of the members will be researching their options, he encouraged the Commissioner(s) to also conduct research.

b. Dog Ordinance

The Ordinance has been approved by the Town Council to be sent to the Town Attorney for review. Meanwhile, Director Bushway will be working on the map for the final Ordinance.

c. Dog Park

Commissioner Berardy reported that he received an e-mail regarding a convenient time to for the Committee to meet. Commissioner Lawton added that Mr. Chris Lawton has been spoken with Town Clerk Lisa Terry and the Finance Department to ensure that the process is done correctly prior to organizing a meeting.

d. Camp Oakdale projects — *item moved under 9(b) Wish List*

e. P&R Newsletter

Due to Director Bushway being on vacation, a draft of the January P&R Newsletter is not available for review. Similar to last month, a draft will be sent to the Commissioners for review following his return. The newsletter will be sent out the first week of January and will include photographs of their recent events.

f. Future Community Center

Chairman LaVallie reported that he has not received any news regarding the status of the future Community Center. The upgrading of the Center, as in years' prior, is included in their CIP budget, but fears that the funds will, again, not be approved. As such, he would like to propose the possibility of requesting that the revenue earned from the Summer Camp, trips, and other programs hosted by the Department, which are currently placed into the General Fund, be placed into a capital improvement fund for building and improvement for, primarily, the Community Center. These funds can be utilized for the upgrading of the facility and creating a Community Center of which residents can be proud. In addition to the upgrades, the Community Center should be redesigned to accommodate Youth Services should their move to the Center become finalized. Chairman LaVallie reiterated that he is not averse to Youth Services moving into the building nor is he averse to contributing funds to renovate the building to accommodate them. Prior to being a member of the Commission, Commissioner Perkins stated that, to her embarrassment, an out-of-town Little League meeting was held at the facility, which was disgusting, dirty, and had (has) stinky bathrooms. Commissioners Ventresca and Lawton had similar experiences, and Chairman LaVallie agreed that the facility is an embarrassment for the Town. The STEAP grant that was received was utilized to ensure that the building was up to code for use. Commissioner Maffeo introduced the idea of obtaining the sponsorship of local businesses to help support the renovations. Prior to their investing any funds into the Center, it should also be clarified as to whether the property falls under their jurisdiction and a long-term plan for the facility should be created. In addition, the Department should actively seek out grants to aid with

the funding of the improvements. Chairman LaVallie with draft a letter to Councilor Tanner regarding the possibility of making the request to the Town Council.

g. New Camp Oakdale entrance

Commissioner Lawton stated that she sent an e-mail stating her concerns and requesting the anticipated completion date for the painting of the lines and installing of signage in the parking lot. She plans to send him a follow-up e-mail should she not hear from him in a timely manner.

h. Finance Department – Contractor’s Packet

Chairman LaVallie stated that he is awaiting reply from the Finance Director regarding the Contractor’s Packet.

i. Renumbering of Fields at Camp Oakdale (Commissioner Perkins) — *tabled*

j. Brainstorm long-term goals for P&R (Commissioner Cicchese)

Chairman LaVallie encouraged the Commissioners to think about their long-term goals for the Commission. Commissioner Perkins’ long-term goal includes Camp Oakdale. Chairman LaVallie’s long-term goal includes the Community Center, which the Commissioners agreed is an embarrassment and in dire need of upgrades. Again, prior to any work being done on the facility, the funding and authority would need to be resolved and a long-term plan would need to be created.

Commissioner Ventresca introduced the idea of creating a sub-committee or holding a separate, special meeting to discuss and develop a plan for the maintenance and overall improvement of the Community Center. The possibility of requesting the Public Works Department during the winter and/or utilizing the prisoners from Corrigan-Radgowski Correctional Center to make upgrades to the building was introduced.

Motion made by Commissioner Berardy, seconded by Commissioner Perkins, to hold a Special Meeting to discuss and develop a plan for the maintenance and overall improvement of the Fair Oaks Community Center on Wednesday, January 14, 2015 at 6:00 p.m. at the Fair Oaks Community Center. Voice vote, 7-0, all in favor. Motion passed.

9. New Business

a. Nominations

Commissioner Lawton reported on the following nominations:

Chair:	Commissioner LaVallie
Vice-Chair:	Commissioner Cicchese
Secretary:	Commissioner DelaCruz

There be no additional nominations, the slate was submitted and a vote will be held at the next meeting.

b. Wish list

The following items will be included on the Wish List and submitted to Public Works Director Don Bourdeau:

- Benches to provide the facility with a more park-like atmosphere (Commissioner Perkins)
- Picnic tables – as above (Commissioner Perkins)
- Pavilion where families can gather together and meet and eat at the picnic tables (Commissioner Perkins)
- Gazebo located at the turn-around near the basketball courts (Commissioner Perkins)
- Small Playground located between the two main soccer fields (Commissioner Perkins)
- Walking Trail (Commissioner Ventresca)
- Expansion of Field 4 to create an additional regulation field (Chairman LaVallie)

c. Transfer of Funds

Motion made by Commissioner DelaCruz, seconded by Commissioner Lawton, to transfer \$15.34 from line item #10730-53085 (Summer Programs Transportation) to line item #10730-53008 (Advertising). Discussion: The request was made by Director Bushway to zero out the line item. Voice vote, 7-0, all in favor. Motion passed.

10. Communications

The Commission received a suggestion/comment in response to their request for such in their last newsletter. Susana Burgess requested siblings programs so that activities for both older and younger siblings are held at the same time and a weekend soccer program for young boys (her son is age 3). She also thanked the Commission for offering gymnastics, an activity her daughter loves. The letter will be forwarded to Director Bushway for consideration.

d. Remarks from the Public — *none*

e. Remarks from the Commissioners

Commissioners Perkins, Ventresca, Berardy, Maffeo, and Chairman LaVallie wished everyone a Merry Christmas, Happy Holidays, and a Happy New Year.

Commissioner DelaCruz expressed her appreciation to Chairman LaVallie and Commissioners Lawton and Maffeo and his family for joining in the Holiday Parade. Though she was disappointed by the low turnout, it was a fun event that was enjoyed by all. The Commission's float received the Best in Motion award. She thanked the people for taking the time to participate in the event.

Commissioner Lawton commended Commissioner DelaCruz on the Parade. She felt that more signage/advertising should be done to inform the public as she spoke with a few residents who

were not aware of the event. She also reported that she has brought the need for their list of businesses to be updated to Director Bushway's attention.

Commissioner Maffeo thanked Commissioner DelaCruz for allowing his children the opportunity to take part in the Parade and creating good family day for them.

Chairman LaVallie commended the Commissioners DelaCruz and Lawton for their hard work on the float and at the Parade, the event went smoothly and a good time was had by all. He looks forward to the New Year and hopes their plans will come together and to fruition, helping to move both the Commission and the Town forward and into the future.

13. Remarks from Town Council Liaison, Laura Tanner – *absent*.

14. Adjournment

Motion made by Commissioner Lawton, seconded by Commissioner Perkins, to adjourn the meeting at 7:37 p.m. Discussion: None. Voice vote, 7-0, all in favor. Meeting adjourned.

Respectfully Submitted by:

Agnes Miyuki, Recording Secretary for the Town of Montville

AN AUDIO RECORD OF THE MEETING IS ON FILE IN THE MONTVILLE TOWN CLERK'S OFFICE