

Town of Montville Parks & Recreation Commission  
**Regular Meeting Minutes for Wednesday, February 18, 2015**  
6:30 p.m. – Town Hall – Town Council Chambers

1. Call to order  
Chairman Scott LaVallie called the meeting to order at 6:33 p.m. after establishing a quorum and informed the Commission of an 8:03 p.m. adjournment unless there is a majority vote for an extension of the meeting.
2. Roll Call  
Present were Commissioners Joseph Berardy, Eileen Cicchese, Nancy delaCruz, Scott LaVallie, Kerri Lawton, Gilbert Maffeo, Karen Perkins, and Kristin Ventresca. Absent was Commissioner Derek Wainwright. Also present was Public Works Director Don Bourdeau. Absent were Parks & Recreation Director Peter Bushway and Town Council Liaison Laura Tanner.
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:
  - a. The Regular Meeting Minutes of Wednesday, January 21, 2015  
Motion made by Commissioner delaCruz, seconded by Commissioner Lawton. Discussion:  
The following correction was proposed:  
  
Item 5(a): In response to Commissioner ~~Ventresca~~ Perkins, Commissioner Cicchese responded that she stated her interest in holding the position of Vice-Chair should none of the other Commissioners express any interest in holding the position; she previously stepped down from the position of Chairman due to time restrictions.  
  
It was confirmed that the Dog Park Committee meeting (item 8(c)) was scheduled for Tuesday, January 27, 2015 at 2:00 p.m. Voice vote, 8-0, all in favor, to accept the minutes as amended. Motion passed.
6. To consider and act on a motion to review and approve the Director's Report for February 2015.  
Motion made by Commissioner Ventresca, seconded by Commissioner Lawton. Discussion: With regards to the DEEP Grant, Commissioner Cicchese reported that Director Bushway is waiting to hear back from Town Planner Marcia Vlaun regarding the grant, adding that, upon further review, they may not qualify for the grant as it appears to be related to the acquisition of land. Commissioner Lawton has been discussing the Easter eggs with Director Bushway. Any additional costs will need to be discussed and agreed upon with the Masons or the Commission will need to make up the difference. The idea of purchasing higher quality treats and/or toys and having less quantity and stuffing the eggs themselves with the help of other organizations and/or individuals, charging for the event, limiting the number of eggs each child may take home and providing a goodie bag were discussed. Voice vote, 8-0, all in favor. Motion carried.

7. Reports from Finance – *none*

8. Unfinished Business

a. Town Information Sign

Chairman LaVallie stated that the Athletic Boosters continue to be interested in partnering with the Commission and are continuing to investigate their options. Commissioner Ventresca has also provided him with additional information. He has not yet contacted the School regarding their interest in partnering with them on the project. Facilities Director Steve Carroll received an estimate for approximately \$2,600.00 to run electricity to the site. Commissioner Ventresca added that the school might be running electricity around the fields, which may eliminate that cost, if they were willing to postpone the project.

b. Dog Ordinance

The January Town Administration/Rules & Procedures Committee meeting was cancelled. Their next meeting is scheduled for Monday, February 23, 2015. Chairman LaVallie will touch base with Director Bushway regarding the status of the maps.

c. Dog Park – *no report*

d. Camp Oakdale Wish List

Commissioner Perkins received possible options for the benches from both P&R Director Bushway and PW Director Bourdeau, who suggested the possibility of offering granite benches and purchasing them locally. Wood benches are prone to vandalism and metal benches are prone to being stolen for scrap metal. Discussion ensued regarding offering cost sharing for the tribute benches.

PW Director Bourdeau reported that he has included the gazebo in his budget. Possible locations for the gazebo will be discussed at a later date should the item be approved.

A previously presented proposed plan of an ADA-compliant walking trail was passed around.

e. P&R Newsletter

Chairman LaVallie distributed a revised Newsletter and reported that a new Commission Message will be written and Commissioner Lawton will be providing images from the basketball program. No additional changes were requested.

f. Future Community Center

Chairman LaVallie reported that Councilor Tanner has discovered that a joint meeting with the Town Council during an Executive Session will not be possible. As such, the Commission discussed the possibility of holding a Special Joint Meeting to discuss the future of the Fair Oaks Community Center. It was felt that the Town Council should visit the facility on his/her own and prior to meeting with the Commission and the meeting be held at Town Hall so that their attention might be better focused on the issues at hand. Chairman LaVallie will consult with Councilor Tanner to schedule a time and date for the meeting.

g. New Camp Oakdale entrance

PW Director Bourdeau reported that the Town Engineer is continuing to review their proposed plan for the parking lot and funds will be budgeted for the project. Following the Engineer's review, the plan will be brought before the Commission for further discussion.

Due to inclement weather, the bathroom project will be delayed. He reported that he is also requesting funding for electrical upgrades so as to address the current safety issues resulting from past piecemealing.

Because the condition of the fields is unknown until the snow has melted, there are no plans for the fields at this time.

h. Finance Department – Contractor's Packet – *none*

i. Renumbering of Fields at Camp Oakdale (Commissioner Perkins) – *none*

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

Their priorities include field improvements and the Recreation Center. Some of their other goals will be prioritized in their Capital Improvement Plan (CIP). The item will be deleted from future agendas.

PW Director Bourdeau suggested that, in terms of long-term goals, the Commission investigate possible land acquisitions for future use.

The Commission thanked PW Director Bourdeau for the plowing of the roads and Commissioner Ventresca, who needed to gain access to the lacrosse equipment that was housed in the connex box, thanked him for not only plowing a car-width path, but also shoveling around the box.

9. New Business

a. The use of existing Parks & Recreation money for the dog park. (Commissioner Berardy)  
The item will be removed from agenda.

b. 2015 Budget

Commissioner Cicchese reported that, though the Town Council requested the Commission keep the budget at zero base, their budget is approximately \$2,000.00 more than the previous year primarily due to salary increases. The Commission re-prioritized their list for funding in their CIP Budget as follows:

- 1) Upgrading the Fair Oaks Community Center
- 2) Phase One: Walking Trail

The following items were moved to a later date:

- 5, 6, 7, and 8) Energy efficient lights for Camp Oakdale  
moved to 2018: Budget Additional Playground

No changes were proposed for the Regular Budget.

Motion made by Commissioner Cicchese, seconded by Commissioner Ventresca, to accept the budget as amended. Voice vote, 8-0, all in favor. Motion carried.

c. Ideas for the Concert Series

Director Bushway will be attending a showcase presenting a variety of acts, some of which are local, to investigate possible entertainment options for the Concert Series. A complete revamping of the event, including changing the event name, changing the day the event is held, expanding the event, increasing the advertising and signage, hiring more prominent bands, and the possibility of hosting one large event rather than a series of events, was discussed. While the quality and attendance of their other events are improving, this particular event is not drawing as many people. The Commissioners agreed that hosting one large event with one prominent band while maintaining the costs would be favorable. The Vendors' Ordinance does not apply for a Town-sponsored special event. Possible names include Summer Festival, Summerfest, or Summer Concert. A tentative date of July 31 was scheduled for the event. All of the Commissioners will be assigned a task. Commissioner Lawton will speak with Director Bushway to discuss the event.

10. Communications

The Commissioners agreed to accept the request for a fee waiver for the Apraxia Walk of Southeastern Connecticut.

11. Remarks from the Public – *none*

12. Remarks from the Commissioners

Commissioner Ventresca remarked on a good meeting.

Commissioner delaCruz invited the Commissioners to suggest any ideas they might have for a Mothers Day craft. Ideas received include a stone mosaic kit, flower craft, and pot decorating. The event will be scheduled for Saturday, May 9, 2015.

13. Remarks from Town Council Liaison, Laura Tanner – *not present*

14. Adjournment

Motion made by Commissioner Berardy, seconded by Commissioner Lawton, to adjourn the meeting at 7:58 p.m. Discussion: None. Voice vote, 8-0, 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**