

Town of Montville Parks & Recreation Commission
Regular Meeting Minutes – February 17, 2016
6:30 p.m. – Montville Town Hall – Town Council Chambers

1. Call to Order

Vice-Chair Ryan Hartman called the meeting to order at 6:02: p.m.

2. Roll Call

Commissioners present were Joseph Berardy, Matt Beaupre, Nancy Delacruz, Kerri Lawton, Karen Perkins, Kristen Ventresca, and Ryan Hartman. Also present were Parks & Recreation Director Peter Bushway and Town Council Liaison Laura Tanner. Commissioners Scott LaVallie and Eileen Cicchese were absent.

3. Adjustments to the Agenda

Motion made by Commissioner Ventresca; seconded by Commissioner Lawton to add Item 5.b, 'The Special Meeting Minutes of Wednesday, January 20, 2016' for approval. Discussion: none. Voice vote, 7-0; all in favor. Motion carried.

4. Remarks from the Public regarding items on the agenda with a three-minute limit

Commissioner Hartman asked three (3) times for remarks. There were none.

5. To consider and act on a motion to approve:

a. The Regular Meeting Minutes of Wednesday, January 20, 2016.

Motion made by Commissioner Lawton; seconded by Commissioner Ventresca to approve the Regular Meeting Minutes of January 20, 2016. Discussion: none. Voice vote, 7-0; all in favor. Motion carried.

b. The Special Meeting Minutes of Wednesday, January 20, 2016.

Motion made by Commissioner Ventresca; seconded by Commissioner Perkins to approve the Special Meeting Minutes of Wednesday, January 20, 2016. Discussion: Commissioner Ventresca noted that New Business should be Item 5, not Item 4. She also referenced a motion made by Commissioner LaVallie and the vote for the same that she opposed. She said the vote should read, 6-2. Voice vote, 7-0, all in favor. Motion carried, as amended.

6. Director's Report for February 2016

Director Bushway stated that he spent the entire day, February 17, 2016, at Fair Oaks directing staff from Public Works and prison inmates in ridding trash from the building. During the afternoon, he was at Fair Oaks with the IT person making sure that the drops for telephone/fax/Internet were properly placed. Move-in for the summer program is anticipated for June 2016. Commissioner Delacruz asked about recycling. Director Bushway was not sure about that topic but did say that there would be more space and shelving as a result of the cleanup. A date for the tag sale needs to be determined. Commissioner Ventresca asked why the cost for the Frankie J. Lamprey band at \$1,700 was more than the other bands for the concert series stating further that \$1,200 was the vote and that the cost exceeded that of the other bands. Director Bushway explained that \$1,200

was the target price for the F. J. Lamprey band not including the extra cost for sound and lighting. He said that he dealt with the middleman and there is not a binding contract yet for the August 6th date. Commissioner Hartman reported that the initial price for the band was \$3,400. As for the band Wicked Peach, Director Bushway reported that he did not hear back from them until last Friday, February 12th when he found out that the band is not available for July 23rd. Commissioner Lawton said that Darik and the Funbags would be the band for the third concert, if scheduled. Commissioner Delacruz asked about sponsorship money to which Director Bushway replied that there was none.

7. P & R Newsletter for March 2016

Director Bushway reported that the website information is correct for the spring sports signup for baseball, lacrosse, and soccer; and football signup will be coming soon. He also stated that the pictures of the 1st and 2nd grade students are from the drawing classes on two Saturdays that the class was held. He said that the class is going well. Commissioner Ventresca said that she was leery of promoting the outdoor concerts dates without a signed contract in hand. She also felt that the promotion for the F.J. Lamprey band concert should tout that he is a local guy and the youngest voting member of the CMA's. Commissioner concurred that a band should not be listed without a signed contract. Commissioner Beaupre stated that the contact information for football signup needs to be on the website.

8. Reports from Finance

Director Bushway reported on a funds transfer that is needed for summer program transportation in the amount of \$383.60.

Motion by Commissioner Delacruz; seconded by Commissioner Berardy to approve the transfer of \$383.60 from Account 10730-53114, Basketball Referees and transfer it to Account 10730-53085, Summer Transportation. Voice vote; 7-0, all in favor. Motion carried.

9. Unfinished Business

a. 2016 Summer Concert

1) Build/Purchase Stage (Chairman LaVallie)

Director Bushway stated there was nothing to report until the actual contracts are signed. He also stated that he got a call from the Superintendent of Schools regarding the stage.

2) Potential Bands/Acts

Commissioner Hartman stated that he had spoken with Commissioner LaVallie who said that the item would be deferred to the next meeting.

b. Future of Fair Oaks Community Center

Director Bushway reported that 2-3 rooms have been cleaned out at Fair Oaks with an inmate workforce. The rooms will be used for offices and daily activities. Councilor Tanner spoke to a concern about Public Works but said that the committee will still

move forward. Commissioner Ventresca suggested that the committee with the five (5) members it currently has.

c. Camp Oakdale - *None*

d. Carnival (Commissioner Lawton)

Commissioner Lawton reported that the Town Council approved the use of Fair Oaks for the carnival so the next step is to finalize the contract. She asked Councilor Tanner if the same could be included on the agenda for the March 4th meeting of the Town Council. Councilor Tanner said that Mayor McDaniel took it on but that she is not sure whether the Town Council should review the contract but she will find out. Commissioner Lawton further reported carnivals dates as follows: June 23 – June 24, 2016, from 6:00 p.m. - 10:00 p.m.; June 25, 2016, from 12 noon – 10:00 p.m. and if open June 26 2016. In addition, inspections must be setup with the Fire Marshal, State Police et al. Commissioner Lawton stated that 20 percent of all ticket sales will be profit, but in-kind services is questionable. If the Lions Club helps with parking, it may be allowed to have one stand to sell food. A question arose about the paving repair work at Fair Oaks--Councilor Tanner will get clarification. Other tasks, such staffing for the ticket sales, garbage pickup, providing running water, and exclusive rights to certain foods, must be addressed.

e. P&R Website (Commissioner Lawton)

Director Bushway reported on the plans for updating the P&R website on the Town web page. One suggestion was for a flyer link that pops up with available P&R programs. He stated that he continues to work with Donna Geary to make the changes. Special events and ongoing events will be featured on the P&R website.

f. 2016 Summer Movie Series (Commissioner Hartman)

Commissioner Hartman stated that the dates are open until the acts that have been solicited are booked for the concert series. Discussion followed as to advertising for the event. The Facebook page, the April newsletter, and the website were suggested as a ways of getting the word out about the event. Commissioner Delacruz reiterated that the residents should be given the privilege to decide what movie is shown and Commissioner Hartman was emphatic that the film should not be chosen by the Commission. A voting box at local events, an Internet survey, and the Facebook page were options considered for notifying the public of its opportunity to be involved with the event. The Commissioners agreed that food truck commitments should not be sought until the concert dates and the bands have been confirmed. The date July 23, 2016, was chosen to premier the summer movie series since the bands are not available on that date.

g. Grades 1 & 2 Basketball

Director Bushway reported that the basketball program is going well with a great turnout during the last two Saturdays. The Mayor has received complimentary emails from those who have enjoyed the program.

10. New Business

a. Community Tag Sale (Commissioner Delacruz)

Commissioner Delacruz reported that she was still interested in having a tag sale at Fair Oaks. Saturday, May 28, 2019, with a rain date of Sunday, May 29th from 9 00 a.m. – 1:00 p.m. was the date and time chosen for the sale. Vendors would pay a fee for a spot at the sale. Commissioner Lawton stated that the cost for a spot was currently \$20 but said that people would pay more if the advertising for the event was better. It was discussed that the event would be advertised in the April and May newsletter.

b. Mother's Day Craft Event

Commissioner Delacruz stated she wants to do the event but understands that insurance that covers molestation and abuse must be in place. Commissioner Ventresca asked how the event was different than that of the tag sale. Councilor Tanner agreed to get clarification on the same. Commissioner Hartman suggested that plans for the event move forward anyway. The dates April 30th and May 8th from 12 noon to 3 p.m. were suggested for the event that will be for children ages 12 and under who will prepare the plants as gifts for their mothers. Commissioner Delacruz said that plants and potting soil must be ordered in addition to three (3) mosaic kits which Director Bushway will order. Donations will be requested to benefit animal rescue.

11. Communications

Director Bushway reported on an email discussion regarding the signup for gymnastics that he had with a resident, who was late for the event. The resident's suggestions was to change the signup policy such that residents get "first dibs". He said that the gymnastics classes were filled quickly. There are three (3) beginning classes of eight (8) children. Commissioner Ventresca commented that once a decision is made on the issue that it be advertised on Facebook, in the newsletter, and on the Town website.

Motion made by Commissioner Lawton; seconded by Commissioner Ventresca to approve open registration for the first three (3) days only for Parks & Recreation program signups beginning March 1, 2016. Discussion, none. Voice vote, 7-0, all in favor. Motion carried.

12. Remarks from the Public

Commissioner Hartman asked three times for remarks. There were none.

13. Remarks from Commissioners

The Commissioners welcomed Matt Beaupre, the new member.

14. Remarks from Town Council Liaison Laura Tanner

Councilor Tanner praised Commissioner Hartman for doing "a great job" moderating the meeting this evening. She reported on the Referendum for the Independent Police Force (IDP) that will take place at Fair Oaks on Tuesday, March 8 from 6:30 a.m. – 8:00 p.m. As for the insurance issue, Councilor Tanner stated that there are a lot of gray areas that need to be addressed adding that there is a waiver/release from that the Town Clerk will

promote. She also thanked Commissioner Lawton for her work on the carnival event and also welcomed Commissioner Beaupre.

15. Adjournment

Motion made by Commissioner Lawton; seconded by Commissioner Ventresca to adjourn the meeting at 7:39 p.m. Discussion, none. Voice vote, 7-0, all in favor. Motion carried.

Respectfully submitted by:

Gloria J. Gathers

Recording Secretary, Town of Montville

(Interim for Agnes Miyuki)

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