

Town of Montville Parks & Recreation Commission
Regular Meeting Minutes – June 20, 2018
6:30 p.m. – Montville Town Hall – Town Council Chambers

1. Call to Order
Chairperson Perkins called the meeting to order at 6:35: p.m.
2. Pledge of Allegiance
All stood and pledged the flag.
3. Roll Call
Commissioners present were Matt Beaupre (6:32 p.m.), Rachel Belardo, Joseph Berardy, Danielle Butzgy, Ryan Hartman, Dawn Penman, Kristin Ventresca, and Karen Perkins. Also present were Parks & Recreation Director Peter Bushway and Town Council Liaison Jeff Rogers. Commissioner Jennifer Hajj was absent.
4. Adjustments to the Agenda
Motion by Commissioner Ventresca, seconded by Commissioner Belardo to move up Item 10c, 2018 Carnival (Update), after Item 6 on the agenda. Discussion: none. Voice Vote, 8-0, all in favor. Motion carried.
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 May 16, 2018.
Motion by Commissioner Butzgy; seconded by Commission Penman to approve the Regular Meeting Minutes of May 16, 2018. Discussion: none. Voice Vote, 8-0; all in favor. Motion carried.
- 10c. 2018 Carnival (Update)
Chairman Perkins reported that the contracted carnival company had backed out of its commitment and Director Bushway was currently in negotiations with a replacement company to take over the event and sign a contract for the same. Action against the negligent company is being considered. The Commission discussed the newly, secured company, its licensing for the carnival, the rides, tickets, and other scheduled events. The Carnival schedule will change from a 4-day event to a 3-day event, Friday, Saturday, and Sunday July 22-24 and has been posted accordingly. The setup date, schedule and time of the Carnival and individual events, volunteers for non-mechanical rides, and volunteers to monitor and sit in the dunking booth was also discussed. Councilor Rogers agreed to secure volunteers to sit in the dunking booth. Commissioner Ventresca agreed to coaches for volunteer dunking booth sitters. The Commission agreed to forego the use of a clicker to account for the number of attendees of the Carnival given the unforeseen circumstances that occurred. Director Bushway responded to questions about individual Carnival events such as games and rides concerning the new company. He added that Mayor McDaniel

will sign a new contract as long as it is a reasonable facsimile of that of the former Carnival Company.

7. Director's Report for June 2018

Director Bushway responded to a question by Commission Ventresca stating that summer camp is sold out and busing has been scheduled.

8. P & R Newsletter for July 2018

Per discussion, Commissioner Butzgy commented that she had emailed her proposed changes to the newsletter and noted the changes. She added that the newsletter needed to be sent in advance of meetings for review by the Commission.

9. Reports from Finance

Chairman Perkins clarified for Commissioner Ventresca about the two (2) classrooms and space assigned for the Community Center Garden as discussed and approved at last month's meeting. The use of the special revenue line item to make events bigger and better was proposed by Commissioner Butzgy in addition to Commissioner Hartman speaking about the use of the fund by Director Bushway for the current Carnival debacle.

10. Unfinished Business

a. Dog Park Committee (Update)

Commissioner Beaupre reported that the park would be named Montville Dog Park. Rules for the park are all set and will be posted on a sign at the park. The park is being seeded to grow grass. An opening date has not set. Commissioner Beaupre added that the left over funds for seeding was donated.

b. 2018 Summer Concerts (Update)

Chairman Perkins spoke about the upcoming summer concerts scheduled for summer and get a list of vendors from Director Bushway to confirm that the concert is all set.

c. 2018 Carnival (Update)

This item was moved up on the agenda.

d. 2018 Holiday Parade

Commissioner Butzgy commented that plans should begin for the parade such as lighting and other details.

e. 2018 Summer Camp

This item will be removed from the agenda.

f. Discussion of Splash Pad

The Commission discussed filtration for a splash pad in addition to proposed dimensions for it. It was noted that the splash pad is on the CIP and as such should it be a line item on the agenda.

g. Discussion of Commission Apparel (Update)

Commissioner Butzgy reported that she contact the apparel vendor who had no previous order information. She said she started and contacted Commissioners for their sizes. Chairman Perkins will contact Commissioner Hajj for her size information.

h. Potential Events and Programs

Commissioner Butzgy reported that she still had ideas for future events and programs that had been encompassed into “a living document.”

i. Family Fun Mud Run

Director Bushway reported that the August 25th mud run is all set and will be run by Youth Services.

j. Community Center (Perkins)

The Commission discussed the report compiled by Commissioner Penman from the community center survey data and how it would be used. Councilor Rogers stated that Mayor McDaniel was the person to contact regarding use of the Center as he would about use of the gym. The Community Center Commission had not disbanded; it is inactive. Commissioner Hartman asked about the expectations of the Commission per the Town Council.

k. 2019-2020 Carnival (Hajj)

This item will remain on the agenda.

l. 2019 Corn-Hole Tournament

This item will remain on the agenda.

11. New Business

a. Advertising for future programs and events

Commissioner Hartman said there was talk in the past about getting an intern from Three Rivers if Director Bushway was in agreement. Commissioner Butzgy also said that she knew of someone that could take on the task of advertising, as well.

12. Communications -- *None*

13. Remarks from the Public

Chairperson Perkins asked three times for remarks. Wills Pike of 71 Pheasant Run, Oakdale and Finance Chair for the Town Council said that he supported the \$5,000 line item for holiday decorations but said that the Commission should start using its special revenue line item and earmark it for specific projects. Otherwise, it may prompt in-kind services to be paid by the Commission.

14. Remarks from Town Council Liaison

Councilor Rogers expressed his concerns about the Carnival and possible reviews of the situation arising from the original Carnival Company backing out of its contract

commitment and review by the Town Attorney for possible action. He also spoke about his review of the property along with Commissioner Berardy of the property for sale adjacent to Camp Oakdale that could have potential use for Parks & Recreation. Councilor Rogers stated that most of the property is usable and discussed possible options for recreational use, green space, trails, and fishing.

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

16. Remarks from the Commissioners

Commissioner Hartman stated that this was his last meeting and he was resigning from the Commission having started his own business upon his retirement from the Navy. He thanked everyone for an “eye opening” experience. He also that a separate special committee be charged with handling the Carnival that would allow Director Bushway to do his day-to-day job. Commissioner Beaupre wished Commissioner Hartman good luck and concurred with his suggestion for creating a special Carnival committee.

17. Adjournment

Motion made by Commissioner Ventresca; seconded by Commissioner Belardo to adjourn the meeting at 7:58 p.m. Discussion, none. Voice Vote, 8-0, all in favor. Meeting adjourned.

Respectfully submitted by:
Gloria J. Gathers
Recording/Minutes Secretary

AN AUDIO MEETING RECORD IS AVAILABLE ON THE TOWN'S WEBSITE.