

**Town of Montville Parks & Recreation Commission**  
**Regular Meeting Minutes – December 19, 2018 -- (Amended 1/16/2019)**  
6:30 p.m. – Montville Town Hall – Room 203

1. Call to Order  
Chairperson Perkins called the meeting to order at 6:30 p.m.
2. Pledge of Allegiance  
All stood and pledged the flag.
3. Roll Call  
Commissioners present were Matt Beaupre, Rachel Belardo, Joseph Berardy, Mark Bushwack, Jennifer Hajj (6:32 p.m.), Dawn Penman, and Chairperson Karen Perkins. Also present was Town Council Liaison Jeff Rogers. Commissioners Danielle Butzgy and Kristin Ventresca were absent. Parks & Recreation Director Peter Bushway was also absent. A quorum was present.
4. Adjustments to the Agenda -- None
5. Remarks from the Public regarding items on the Agenda (3-Minute limit)  
Chairperson Perkins asked three (3) times for comments. There were none.
6. To Consider and Act on a Motion to Approve:
  - a. The Regular Meeting Minutes of November 28, 2018.  
Motion by Commissioner Beaupre; seconded by Commissioner Bushwack to approve the Regular Meeting Minutes of November 28, 2018. Discussion, none. Voice vote; 7-0, all in favor. Motion carried.
7. Director's Report for November 2018 – No comments  
The report was transmitted electronically prior to the meeting.
8. P & R Newsletter for December 2018  
The newsletter was submitted electronically prior to the meeting. Commissioner Beaupre suggested the summer camp information on page 1 and the volleyball information on page 3 should be flipped.
9. Reports from Finance – No comments  
The report was submitted electronically prior to the meeting.
10. Unfinished Business
  - a. Dog Park Committee (Update)  
Commissioner Beaupre reported the Committee has not met since the last one but said he did relay the information from the last Commission meeting.
  - b. 2019 Summer Concerts (Update) – No report

c. 2019-2020 Carnival

Chairperson Perkins reported the Carnival Subcommittee met on Thursday, December 6<sup>th</sup> and she confirmed the appointment of a deejay and the band for the Friday date that will perform from 7 p.m. – 9 p.m. She also reported on the carnival contract that will be forthcoming and said work is being done to attain vendors.

d. Discussion of Splash Pad -- *Tabled*

e. Potential Events and Programs

Chairperson Perkins reported Commissioner Butzgy emailed a link to the Commission with a spreadsheet of ideas proposed for future events and asked that additional ideas be forwarded to her. Commissioner Hajj asked why the Commission was waiting to follow through with the ideas and if anyone added ideas to the list with discussion as follows:

- Volleyball Tournament/League during the summer, July and August, on one court. A second court will be added if there is enough interest. Commissioner Penman will take the lead on this idea. It was agreed there would be no charge for participation and waivers would be discussed with Director Bushway. Also, information will be included in the newsletter regarding tournament days, Tuesday and Thursday (unless the pavilion is rented on those days) and the number of teams which will be coed.
- Women's Defense was proposed by Chairperson Perkins who said ideas should be considered for the 18-59 year old age group stating programs in Town are primarily for children and seniors. She proposed having Director Bushway look into finding a women's defense person, choosing a night to have the program, and advertise for it. Contact will be made with the PD concerning a waiver if the program is hands on versus a hands off defense presentation.
- A Themed 2019 Bus Trip to Rockefeller Center was suggested by Town Councilor Rogers, preferably one (1) in the spring and the other one during winter. Commissioner Belardo agreed to be the point person for the event. She will get prices for the bus trip and give the information to Director Bushway.
- A Car Show as a draw for the summer concerts or carnival was proposed by Commissioner Beaupre. The Commission discussed the options for having those events at the high school or Camp Oakdale with consideration given to parking by means of shuttle.

f. Advertising for Future Programs/Events

Chairperson Perkins reported Kristine Rothaupt of Inclined to Design had spoken with Director Bushway and Commissioner Butzgy regarding upcoming Parks & Recreation events. Chairman Perkins was charged with speaking with Director Bushway regarding the events and for using Ms. Rothaupt's time on an as needed basis as discussed at the November meeting.

h. Camp Oakdale Pavilion (Bushwack)

Commissioner Bushwack reported signs have been designed for the dog park, and the small and large pavilions. Town Councilor said he had spoken with the scoutmaster of the Boy Scout who accepted the project and said the signs will have a professional appearance. He also said the scout would present before the Commission. Commission Hajj asked that consideration be given for suitable names for signage and different colors to delineate them. A historical name was suggested by Town Councilor Rogers.

i. 2018 Holiday Parade & Decorations

Chairperson Perkins said that the holiday parade was a success with accommodating weather. She also reported that Director Bushway put funds in a line item for tree lights. Commissioner Penman commented there were some lights that were off on the tree. Commissioner Bushwack said he would notify D. Bourdeau about it.

j. 2019 Budget

Motion by Commissioner Belardo; seconded by Commissioner Bushwack to approve the 2019-2020 Parks & Recreation budget and forward it on to the next step. Discussion: none. Voice vote, 7-0, all in favor. Motion carried.

k. 2019 Capital Improvement Projects (CIP)

Chairman Perkins commented the first three items on the CIP list were change per prior discussion.

Motion by Commissioner Belardo; seconded by Commissioner Beaupre to approve the 2019 Capital Improvements Projects and forward it on to the next step. Discussion: none. Voice vote, 7-0, all in favor. Motion carried.

11. New Business

a. Slate of nominees for 2019 Commission officers for consideration and action at the January 16, 2019, meeting.

Commissioner Beaupre presented the 2019 slate of officers.

Motion by Commissioner Penman; seconded by Commission Hajj to approve the 2019 nominated slate of officers for consideration and action at the January 16, 2019, meeting as follows: Chair, Karen Perkins and Vice-chair, Matt **Beaupre** Discussion: none. Voice vote, 7-0, all in favor. Motion carried.

12. Communications -- *None*

13. Remarks from the Public

Chairman Perkins asked three (3) times for remarks. There were none.

14. Remarks from Town Council Liaison

Town Councilor Rogers asked that a copy be sent to him of the 2019 budget and CIP. He said he had no negative comments about the Parks & Recreation programs. He did report there was no clear guidance for float directions and that a better job was needed for policing

**Regular Meeting of the Parks & Recreation Commission**

December 19, 2018

---

traffic. Town Councilor Rogers commented on more people for the tree lighting and the Christmas Light Contest homeowner applications needed to be better vetted due to an application that did not originate from a homeowner. There were four (4) winners and the home pictures were forwarded to Director Bushway and IT person Bill O'Neil for the Town website. Town Councilor Rogers also noted the passing of candidate Nick DeLucia and that his wife and daughter be kept in their prayers. He then wished all a Merry Christmas and happy holiday.

15. Remarks from Parks & Recreation Director Peter Bushway – *None*

16. Remarks from the Commissioners

The Commissioners wished all a happy holiday. Commissioner Penman noted more lights are needed on the tree where the podium was set as they were hard to see. Commissioner Hajj commented July is Parks & Recreation month and suggested events be planned for it. Town Councilor Rogers addressed comments made by Commissioner Berardy about the boat launch at last month's meeting. He said the boat launch belongs to the Town which has an easement to cross through the property.

17. Adjournment

Motion by Commissioner Beaupre; seconded by Commissioner Hajj to adjourn the meeting at 7:25 p.m. Discussion: none. Voice vote, 7-0, all in favor. Meeting adjourned.

Respectfully submitted by:  
Gloria J. Gathers  
Recording Secretary

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