

Town of Montville Parks & Recreation Commission
Regular Meeting Minutes – May, 15, 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 Joseph Berardy, Mark Bushwack, Danielle Butzgy, Dawn Penman, and Chairperson Karen Perkins. Also present was Parks & Recreation Director Peter Bushway and Town Council Liaison Jeff Rogers. Commissioners Matt Beaupre, Rachel Belardo, Jennifer Hajj, and Kristin Ventresca were 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 April 17, 2019.
Motion by Commissioner Penman; seconded by Commissioner Berardy to approve the Regular Meeting Minutes of April 17, 2019. Discussion: none. Voice vote; 5-0, all in favor. Motion carried.
7. Director's Report for May 2019
Chairperson Perkins asked for comments regarding the Director's Report. Director Bushway responded to a question by Commissioner Butzgy and reported that he attended the recent Town Council meeting and said the Department budget for the upcoming fiscal year was approved. Chairperson Perkins commented about an issue that came up concerning the fields for lacrosse competition and the difficulty of contacting him about their condition. Director Bushway said there are one of three individuals who contact him and stated he did responded to the email about the fields. He also the Public Works crew makes the decision about the condition of the fields. Commissioner Bushwack responded to the question about the bathrooms being closed at the lacrosse event stating the water had not been sampled and the potential for it to freeze in the lines due to the inconsistent cold temperatures. Chairperson Perkins emphasized the need for communication and follow-up.
8. P & R Newsletter for June 2019
Chairperson Perkins asked for comments regarding the newsletter report. Commissioner Butzgy asked Director Bushway who chose the Dumbo movie for the free outdoor movie on August 10 stating the movie is not child-friendly. Director Bushway who chose the movie said it was recommended to him by families. Commissioner Penman said the movie

is geared toward kids but is not for kids. Chairperson Perkins asked about the rain dates for the Branded concert on June 22nd and the Fusion concert on July 20th that will be rescheduled for July 3rd and August 10th, respectively.

9. Reports from Finance

Director Bushway mentioned the note on page 3 of the Finance Report that recognizes \$15,000 of the Special Revenue line item balance is set aside to fund the carnival.

10. Unfinished Business

a. Dog Park Committee (Update)

In the absence of Commissioner Beaupre, Director Bushway reported the Committee will meet in June and then disband. He also said individual size waste bags totaling \$160 will arrive next week. The remaining account balance for the Committee is \$1,200. Town Councilor Rogers asked if the June meeting date was set and spoke of communication with Chris and possibly taking of business at the June 10th Town Council meeting.

b. 2019 Summer Concert

Chairperson Perkins commented one (1) concert would be at the carnival and the other on July 20th. Director Bushway said the rain date for the carnival concert would coincide with that of the fireworks. Commissioner Penman said she would work on rain dates for Saturdays, August 3rd or August 10th. Commissioner Butzgy asked if food trucks had been secured for July 20. Director Bushway responded “not yet” stating he would wait for the carnival to end. Commissioner Hajj commented bookings should be solidified six (6) months in advance. She also suggested that if different or better food trucks are found they should be solicited for next year’s carnival.

c. 2019-2020 Carnival

Commissioner Butzgy gave an update on tasks for the Carnival:

- Carnival contract sent to Mayor McDaniel.
- Facebook ads were scheduled and sent out (She asked that they be linked/shared).
- Volunteers for ticket booths.
- Parking is set with Navy volunteers.
- Parking lot ticket/information booth will have Commission volunteers and water, coffee, and sweet tea will be sold. Volunteers needed for Sunday from 5-9 p.m. Director Bushway said he may have a volunteer for that time slot.
- Seven (7) signs will be posted tomorrow.
- Authorization obtained to use MHS electronic sign to promote the event.
- Daily bracelets priced at \$25 for all rides; reduced by \$5 with a canned good donation.
- Working on radio and newspaper ads. Banners will be used.
- Fireworks are set with the same company from last year.
- May 28th is the deadline for applications from vendors.

- Information booth volunteers will answer questions, make announcements, and sell items previously mentioned.

Commissioner Butzgy spoke about the speaker system which can be upgraded but said the frequency was sold to T-Mobile so there may be interference. The current speaker system was purchased in 2012 and was used at last year's holiday parade but could not be heard. Director Bushway said he had hoped to obtain a quote for a new speaker system. Commissioner Perkins said she wanted a speaker at the carnival to make announcements about the events.

d. Potential Events and Programs (Volleyball Tournament/Bus Trip/Women's Defense/Car Show)

Chairperson Perkins asked for updates on potential events/programs. Commissioner Penman reported she had put the word out about the volleyball being planned for the first Wednesday of July and August; but nothing has been organized yet. Chairperson Perkins reported Commissioner Belardo is working on the bus trip. She also said the volleyball tournament and the bus trip will remain on the agenda.

e. Advertising for Future Programs/Events

Chairperson Perkins said this item will be removed from the agenda.

f. Camp Oakdale Pavilion (Bushwack)

Commissioner Bushwack reported it is difficult this late in the year when dealing with the Boy Scouts. He asked that the item be removed from the agenda pending further pursuit.

g. 2019 Holiday Parade & Decorations

Chairperson Perkins asked that this item be removed from the agenda.

h. Mostoway Project

Director Bushway reported the \$20,000 for the in depth property survey has been put on the Parks & Recreation operating budget.

i. Farmer's Market

Chairman Perkins reported he attended the meeting for the farmer's market that will take place every Sunday from June 2 – October 27, weather permitting. At the meeting, rules and regulations, vendor applications, price finalization, and the search for vendors was discussed. He forward that information to the Commission.

11. New Business

Director Bushway reported on a call he received about the use of the high school football field for adult flag football requiring an 80-yard field. He said the MHS field is being used and said there was potential for Palmer School. Director Bushway further reported the request is for a league of 6-10 teams who want to rent the field. He specified it would not be a Parks & Recreation event.

12. Communications

Chairperson Perkins announced that Commissioner Berardy had submitted his resignation from the Commission effective May 15th which she read to the Commission and said she would submit to the Town Council. In his letter, Commissioner Berardy said his tenure was fulfilling and said to call him if help was needed. Commissioner Berardy said he had been on the Commission since 1975.

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 thanked Commissioner Berardy for his 44 years with the Commission which he said was a testament to a true desire to help the Town. He commented on the speaker system discussed earlier stating amplification not the size is key. Town Councilor Rogers also said he googled the movie Dumbo as discussed earlier and found that the “New York Times” rated it as “a darker take on the story and an elephant.” He also commented on the lacrosse tournament at Camp Oakdale on April 1st also discussed earlier he noted that since the organizers of the tournament do not pay for use of the field they should have been mindful of having sufficient porta-potties available for the large crowd that attended. He also reported that \$5,320 in-kind services was waived by the Town Council at the request of Director Bushway.

15. Remarks from Parks & Recreation Director Peter Bushway

Director Bushway remarked that four (4) banners would be received with changeable dates. He also responded to Commissioner Butzgy that he had received a call from the carnival company regarding a site visit. He said the site set-up was discussed in addition to the two (2) food trailers and 2-4 game trailers being brought to Camp Oakdale. Director Bushway also stated he encouraged a site visit by the Midway official and said he had submitted the permit for the carnival today.

16. Remarks from the Commissioners

Commissioner Berardy said he would volunteer for the 5-9 p.m. slot for the carnival on Sunday, June 23rd. He also spoke about his walk through the Mostowy property mentioning barbwire and a quick entrance to the site. Commissioner Butzgy and Chairperson Perkins thanked Commissioner Berardy commenting on having “great respect” for him and his “volunteerism”, respectfully.

17. Adjournment

Motion by Commissioner Penman; seconded by Commissioner Bushwack to adjourn the meeting at 7:56 p.m. Discussion: none. Voice vote, 5-0, all in favor. Meeting adjourned.

Respectfully submitted by:

Gloria J. Gathers, Recording Secretary, Town of Montville

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