

Town of Montville Parks & Recreation Commission
Regular Meeting Minutes – Wednesday, January 20, 2016
6:30 p.m. – Montville Town Hall – Town Council Chambers

1. Call to Order
Chair Scott LaVallie called the meeting to order at 6:54: p.m.
2. Roll Call
Commissioners present were Joseph Berardy, Eileen Cicchese, Nancy Delacruz, Ryan Hartman, Kerri Lawton, Karen Perkins, Kristen Ventresca, and Scott LaVallie. Also present was Parks & Recreation Director Peter Bushway. Town Council Liaison Laura Tanner was absent. The Commission has one (1) vacancy.
3. Adjustments to the Agenda – None
4. Remarks from the Public regarding items on the agenda with a three-minute limit
Commissioner LaVallie 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, December 16, 2015.

Motion made by Commissioner Cicchese; seconded by Commissioner Delacruz to approve the Regular Meeting Minutes of December 16, 2015. Discussion: Commissioner Ventresca asked about the letter regarding changes in insurance requirements that he referenced. Director Bushway stated that he did respond. Commissioner LaVallie suggested that Commissioner revisit the topic under the Director's Report. Commissioner Delacruz^[GG1] referenced a change in Item 13 of the minutes. Voice vote, 8-0; all in favor. Motion carried, as amended.
6. Director's Report for January 2016
Director Bushway stated that he had no other comments other than his January 2016 regarding follow up from previous Commission meetings. Commissioner Bushway said to Commissioner Ventresca that the questioned she raised per discussion during the vote to approve the December Commission meeting minutes should be introduced under Item 9.b of this evening's agenda.
7. P & R Newsletter for February 2016
Commissioner LaVallie commented that the newsletter should be updated to remove the name of former commissioner Derek Wainright and add Commissioner Cicchese's name as vice-chair of the Commission. In response to Commissioner Delacruz's question regarding the same, Director Bushway replied that the changes have been made to the newsletter. Per Commissioner Delacruz's question about the adult drawing class, Director Bushway said that the issue needs to be resolved.

8. Reports from Finance

Commissioner LaVallie asked if there were any questions or comments about the finance reports sent to the Commission electronically. There were none.

9. Unfinished Business

a. 2016 Summer Concert

1) Build/Purchase Stage (Chairman LaVallie)

Commissioner LaVallie stated he had nothing new to report but will push to it completed for a final review at next month's meeting.

2) Potential Bands/Acts

The Commissioners continued discussion of the proposed bands for the 2016 Summer Concert. Commissioner Lawton asked about the available dates, the rationale for the bands being considered, and the cutoff date for engagement. She also emphasized that the Commission must be mindful that the concert is family friendly. Two concerts will take place during the event. Commissioner Ryan strongly proposed again the Frankie Justin Lamprey and Roughstock band. He said that Justin is the youngest voting member of the Country Music Awards (CMA); writes country music, covers classic rock, and his concerts are usually standing room only. He added that Justin lives and was born and raised in Colchester but has a music contract in Nashville. Commissioner Ryan said that he talked with Justin's management and was quoted a price of \$1,200 but believes he can get that reduced to approximately \$1,000. Commissioner Lawton asked whether Justin's band had its own sound system and reported that the charge for the band Wicked Peach is \$1,600. Commissioner Cicchese suggested that Justin's contact information be given to Director Bushway to check on the sound system and if his cost includes the same. Target dates proposed by Commissioner Lawton for the concerts were July 23 and August, 2016 with a suggested time of 6:00 – 8:00 p.m. A third concert was considered as well as a possible cover charge. Date availability of the bands was also discussed. Commissioner LaVallie asked that Director Bushway follow up with Frankie Justin's contact as previously proposed and suggested that the Commission hang out after the meeting to hear a CD obtained by Commissioner Ryan of Frankie Justin's band.

b. Future of Fair Oaks Community Center

Commissioner Ventresca referred to Item 9.b of last month's meeting minutes and asked Director Bushway whether the meeting regarding Fair Oaks took place and if a Commission member was present. The Director responded that the meeting occurred the morning of December 21st with representatives from Youth Services and P & Z present. Director Bushway also reported to Commissioner Ventresca that Youth Services would occupy the Fair Oaks space, the area between the first set of double doors, once P & R and its staff had vacated it. He also reported that the

Tuesday/Friday programs would be more educational and would take place in the library room. Commissioner Perkins commented that the concern was locating the library in the gym when the space could be better used for after school programs, an issue that was raised by Commissioner LaVallie previously. Director Bushway responded that the issue was addressed. He updated the Commission about a parking security issued that is also being addressed. Commissioner Lawton asked about the paving that would take place next week at Fair Oaks and whether the wrestling program was notified. Director Bushway said that he only learned about it today and stated that P&R was not trying to displace anyone currently using the building adding that the wrestling mats are rolled up, removed, and reinstalled daily when the gym is otherwise in use.

c. Camp Oakdale

Director Bushway reported again that the restrooms at Camp Oakdale were demolished and preparations are being made for the new ones that may potentially be completed by March.

d. Carnival (Commissioner Lawton)

Commissioner Lawton reported that she met with the contact person regarding the carnival. She said that she understood that permission must be obtained from the Town Council to use the grounds at Fair Oaks for the event. She added that Town Council Liaison L. Tanner would petition for the topic to be added to the Town Council special meeting otherwise it would be delayed until the Town Council meets on February 8. If the Town Council gives approval for use, the contract for the carnival must then be reviewed by the Town Attorney. Commissioner Lawton also reported that permits must be obtained from the Fire Marshal, Planning & Zoning, Public Works, and DPH, having to do with the public restrooms. She stated she originally emailed Mayor McDaniel regarding the specifics of the carnival who then forwarded it on to Town Council Chair J. Jaskiewicz. Commissioner LaVallie asked that she follow up with the Commission liaison in a few days regarding the same and that she notify him of the status.

e. P&R Website (Commissioner Lawton)

At the request of Commissioner LaVallie, Director Bushway reported on the meeting concerning the P&R website. He said that several different sites were reviewed and the aim is to pick the best parts of those sites and incorporate them into the existing P&R website. The majority of the work can be done by Donna Geary. Pictures will be added to the website as well. Some changes have already been made, i.e. the activities were moved from its location to the top of the page so it is easier to find with specifics below. The work will continue on the website with updates to the Commission.

f. 2016 Summer Movie Series (Commissioner Hartman)

Commissioner Hartman reported that he contacted a lot of places about the movie series event and spoke with a company in New York that explained the process to him. He said the fee for the films ranges from \$325 - \$375 each but discounts are offered. Virtually any movie can be obtained with the exception of the six (6) original Star Wars movies. The event would require a DVR and a copy of the movie that requires a physical license agreement at a cost of \$20 that the company will ship. Dates are flexible with rain-out options. Commissioner LaVallie stated that one movie showing should be offered initially on a Saturday at the football field at Camp Oakdale. When asked about a screen and projector, Director Bushway said that the items were accessible. Commissioner Ryan suggested a poll be created on the P&R Facebook page to get the public involved in the event. Commissioner LaVallie suggested that an advert about the summer movie series be put in the newsletter to invite the public to offer movie suggestions. Director Bushway suggested the target date of July 30th that Commissioner Lawton said could be a rain date for one of the bands. It was also said that Public Works would be needed to provide the extension poles. Per the discussion on food trucks suggested by Commissioner Ryan, Commissioner Lawton noted that whoever contacts and/or coordinates the food trucks for the movie night should do the same for the concerts. She added that there also would be a fee for propane. Commissioner LaVallie added that there was not a push last year for the initial event, but this year a donation may be sought in support of P&R. Food trucks were charged \$50 for space last year. Commissioner Ventresca suggested that the event be promoted as a family movie night and food truck rally.

g. **Grades 1 & 2 Basketball**

Director Bushway said that his initial trepidation about the basketball program was unwarranted as Commissioner Ryan participated with a league of volunteers. Sixty participants and parents were at the event. He added that instructors/coaches did a great job and the children who participated were happy. Director Bushway suggested that an email be sent to Mayor McDaniel and Town Council Chair J. Jaskiewicz and to participants for feedback.

10. **New Business**

a. **Election of Officers for 2016**

Motion made by Commissioner LaVallie; seconded by Commissioner Cicchese to approve the 2016 slate of officers—Commissioner LaVallie (Chair), Commissioner Ryan (vice-Chair), Commissioner Delacruz (secretary), as presented at last month's meeting. Discussion, none. Voice vote, 8-0, all in favor. Motion carried.

b. **P&R Budget**

A meeting for the same was conducted prior to this meeting.

c. **Appointment of Dog Park Committee Liaison**

Commissioner Ryan agreed to take on the appointment.

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11. Communications

Director Bushway reported on a 5-K roadway/walk in May that will muster at the Pavilion.

Motion made by Commissioner Cicchese; seconded by Commissioner Delacruz to approve the use of the Pavilion for the 5-K Roadway/Walk. Discussion, none. Voice vote, 8-0, all in favor. Motion carried.

12. Remarks from the Public

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

13. Remarks from Commissioners

Commissioner Lawton asked whether the use of property for the carnival would be sent to the Town Attorney for review. Commissioner Delacruz commented on the recycling event at Fair Oaks scheduled for Saturday, January 23rd. Public Works will assist at the event.

14. Remarks from Town Council Liaison Laura Tanner

Town Council Liaison Laura Tanner was absent from the meeting.

15. Adjournment

Motion made by Commissioner Berardy; seconded by Commissioner Perkins to adjourn the meeting at 8:01 p.m. Discussion, none. Voice vote, 8-0, 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.**