

TOWN OF MONTVILLE
Parks & Recreation Commission
Regular Meeting – December 15, 2021 -- 6:30 p.m.

MEETING MINUTES

1. Call to order.

Chairperson Southard called the meeting to order at 6:35 p.m.

2. Pledge of Allegiance.

All stood and pledged the flag.

3. Roll Call.

Present were Commissioners, Jon Chase, Noah Carver, Kevin Clang, Deborah Schober, Morgan Matthewson, Kate Southard, and Rocky Stone. Absent were Commissioners Matt Beaupre and Denise Gladue. A quorum was present.

4. Adjustments to the Agenda. *None*

5. Remarks from the Public regarding items on the Agenda (3-minute limit).

Chairperson Southard 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 November 17, 2021.

Motion by Commissioner Clang; seconded by Commissioner Matthewson to approve the Regular Meeting Minutes of November 17, 2021. Discussion: None. Voice vote: 7-0, all in favor. Motion carried.

7. Recreation Director's Report for November 2021.

Director Bushway gave an update on the basketball program, the number of kids with Covid due to school, the number of kids in the program, one (1), with Covid. There are nine (9) kids in the quarter until December 21 and they play for five minutes before taking a break. There are referees for each game and any child not wearing a mask will be out of the game. Director Bushway stated there were no restrictions for attendance at the games but Ty was allowing four (4) per player in response to Commissioner Stone. There are three (3) teams, one at Oakdale, Mohegan, and Tyl. Director Bushway thanked the ladies who participated in the parade which had 26 units; three (3) bailed at the last minute.

8. Report from Finance.

Commissioner Chase stated the Finance Report did not show the \$1,000 for resolution of the issue for damage at the Oxoboxo Dam project and use for it for improvements at Camp Oakdale otherwise it would be consumed for the General Fund per Town Councilor Bunnell. He also said the money was a contribution and suggested the Commission pursue it. Commissioner Stone saw no need as the Department still had money in its budget. Commissioner Chase said he would inquire with Public Works Director Bourdeau to use the funds for cleanup given the effort to pursue and obtain the funds. Director Bushway he could discuss the funds with the Finance Director for use by Public Works for paving or something else.

9. December Newsletter

Commissioner Stone asked what happened to the Parks & Recreation logo on the newsletter. Director Bushway said he just sent it out and now that we have the logo it can be used as needed.

10. Parks and Facilities

a. Debrief on CLA Meeting

Chairperson Southard reported she and Commissioner Stone met with the Professional Engineer (PE) to create a plan for American Rescue Plan Act (ARPA) funds per information from the Commission walkthroughs to ascertain what projects could/could not happen at Department properties. Commissioner Stone said the properties were discussed individually and the PE spoke of a need for a geotechnical and an environmental study as an initial step; opposed destruction of the Public Works building; and had no experience concerning golf, a proposal by former commissioner R. Hartman to Director Bushway. Other items discussed included 1) connecting to the existing trail system, 2) parking that would be costly and might require the removal of a wall at Camp Oakdale, 3) searching for an existing engineering study of the small pavilion, 4) reaching out to someone about a playground, and 5) care for the tennis courts due to the water on the Mostowy Property. Responding to Commissioner Chase, Commissioner Stone said water had been identified on the back tennis courts from the time of their installation and he proposed to stay with four (4) courts. The PE was asked to look at the structure of the pavilions and provide a cost for repairs for what can be done. Commissioner Chase stated the focus should be on fixing the properties we have. Chairperson Southard thanked the Commission for conducting the walk-arounds and the information obtained from them.

11. Unfinished Business.

a. Parks Signage

Commissioner Stone reported on the drawings he prepared and submitted to the Commission at its last meeting for signage. He said he would give them to Commissioner Carver to act on.

b. Carnival 2022

Commissioner Matthewson reported the Sub-committee met in December and plans for the 2022 Carnival are moving along smoothly. Vendors are being sought and the Sub-committee approved its 2022 meeting schedule, held on the first Wednesday of each month. Advertising will begin next month to build up attendance and with hopes of doubling that of this year.

12. New Business.

- a. To Consider and Act on a Motion to Approve the Slate of Nominees for the 2022 Parks and Recreation Commission Officers for Election at the January 19, 2022 Meeting.

Commissioner Stone reported the Nominating Committee met as proposed the following slate: Chairperson – Kate Southard, Vice-chair – Rocky Stone, and Secretary – Morgan Matthewson. Motion by Commissioner Carver; seconded by Commissioner Clang, to approve the 2022 slate of officers as submitted by the Nominating Committee for election at its January 19, 2022, Meeting. Discussion: None. Voice vote: 7-0, all in favor. Motion carried. Commissioner Chase said the officers would serve the Commission well.

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- b. To Consider and Act on a Motion to Approve the Parks and Recreation Meeting Dates for 2022.

Motion by Commissioner Chase; seconded by Commissioner Carver to approve the 2022 Parks and Recreation Meeting Dates. Discussion: Commissioner Stone inquired about moving up the meeting start time. Commissioners Matthewson and Chase could not be in attendance at an earlier time.

- c. To Consider at Act on a Motion to Approve the 2022-2023 Recreation Budget.

Commissioner Stone said the Budget was consistent like last year and is a lean one. Commissioner Matthewson asked about \$5,000 decrease to the Summer Camp line item although minimum wage was increasing. Director Bushway reported fewer kids will be coming due to the cost increase and staff did not meet their 40 hours due to vacation, Covid, and college visits. He is anticipating more kids unless coronavirus infections increase.

Motion by Commissioner Matthewson; seconded by Commissioner Stone to approve the 2022-2023 Recreation Budget. Discussion: None. Roll Call vote: *In favor*, Commissioners Carver, Chase, Clang, Matthewson, Schober, Southard, and Stone. *Opposed*, none. Motion carried.

- d. Review CIP Plan.

Director Bushway said the CIP Plan was put on the Agenda for discussion prior to approval. Commissioner Stone created a summary table for the plan projects over five years and proposed studies for the costs associated with the basketball courts at Fair Oaks but wants to move forward with the others. The plan for 2022-2023 would include the aforementioned studies and lighting for the basketball courts, Items 1 and 2. Item 3 would be a multi-use trail at Camp Oakdale, Phase I in 2023-2024 and Item 4, the Mostowy Land Development, would need to be redone to include golf and playing fields. Chairperson Southard reported the PE opposed the playing fields due to wetlands and the water table but it would be great for a community garden per Commissioner Stone. Commissioner Chase said per discussion last year, the aim was to improve the existing properties, such as the fields, and suggested substituting an engineering study plan for Item 4. The Commission discussed lighting for the fields for next year, drainage for Field #7, the initial plan to use the Mostowy Property for additional fields for soccer and lacrosse. Commissioners Clang and Matthewson spoke of the need for fields what with all of the leagues and the competing for them for practices and development of Town fields, respectively. Commissioner Chase spoke of the authority of the Commission to the Board of Education for use of Department fields. Director Bushway reported on field use by the Department and the Board of Education at its schools. The Commission also discussed the need for more gymnasiums, better use of Fair Oaks, a splash pad for Fair Oaks, improvements for the carnival. Commissioner Chase suggested adding Field Improvement to the Agenda to include the condition of the parking areas, ball fields, and the small pavilion. Director Bushway asked the Commission to prioritize the following items for its next meeting—splash pad, electrical panel pole for the carnival, field drainage, and resurface parking areas. He also asked about the cost for an SUV or a pickup truck for hauling things, a \$30,000 expense, as he is currently using his car exclusively. Town Councilor Bunnell said it should be brought up for ARPA funds as there are vehicles proposed for Public Works as Camp Oakdale and Scofield Picnic areas on the ARPA list. Commissioner Stone said he would send a spreadsheet to Town Councilor Bunnell.

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13. Communications. -- *None*

14. Remarks from the Public of Non-Agenda items (3-minute limit).

Chairperson Southard asked three (3) times for remarks. There were none.

15. Remarks from Town Council Liaison.

Town Councilor Bunnell thanked Director Bushway for completing his budget early and reminded the Commission of upcoming services for Mrs. Bourdeau in Colchester. He also reported on a meeting of the Ad-Hoc Committee tomorrow to review Phases 1 and 2 of ARPA and said it would be good to have the Commission's list to advocate for and agree to and said anyone could attend. Town Councilor Bunnell added he was glad to be here and wished everyone a safe, comfortable, happy holiday.

16. Remarks from Parks & Recreation Director Bushway.

Director Bushway echoed the sentiments for a safe holiday and said it was crunch time for everyone to be safe and mask up reporting on 40 kids infected with the coronavirus at Tyl yesterday.

17. Remarks from the Commissioners.

The Commissioners wished each other a safe, happy holiday. Commissioner Chase appreciated the acknowledgement of the death of Public Works Director Bourdeau's wife and spoke of working over the past year to develop a relationship with the Director. He also reported Director Bourdeau expressed attending Commissioner Meetings, but not regularly. Commissioner Schober mentioned the resumption of Covid vaccinations at Mohegan Sun from 10:00 AM – 4:00 PM on four (4) Wednesdays beginning today, December 15. Chairperson Southard thanked the Commission for their hard work.

18. Adjournment.

Motion by Commissioner Chase; seconded by Commissioner Carver to adjourn the meeting at 8:03 p.m. Discussion: None. Voice vote: 7-0, all in favor. Meeting adjourned.

Respectfully submitted by,

Gloria J. Gathers
Town of Montville -- Recording Secretary/Minutes Clerk

**AN AUDIO RECORDING OF THE MEETING IS AVAILABLE ON
THE TOWN OF MONTVILLE WEBSITE.**