

TOWN OF MONTVILLE
Parks & Recreation Commission
Regular Meeting – February 16, 2022 -- 6:30 p.m.

MEETING MINUTES

All persons in attendance must wear a face mask if not fully vaccinated and remain six feet from others.

Comments will only be accepted at times designated for public comments by the Chair of the meeting. The Montville Town Council Rules of Procedure, decorum, timeliness, and suitability shall be followed and enforced.

1. Call to order.

Chairperson Southard called the meeting to order at 6:33 p.m.

2. Pledge of Allegiance.

All stood and pledged the flag.

3. Roll Call.

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

4. Adjustments to the Agenda.

Motion by Commissioner Stone; seconded by Commissioner Matthewson to move up Agenda Items 12.a and 12.b, to Items 5.a and 5.b, respectively. Discussion: none. Voice vote: 6-0, all in favor. Motion carried.

Motion by Commissioner Chase; seconded by Commissioner Clang to remove Item 10.a, Mostoway Archeological Study from the Agenda. Discussion: Commissioner Chase noted the item was a previous agenda. Voice vote: 6-0, all in favor. Motion carried.

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

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

5.a Eagle Scout Presentation.

Eagle Scout Tyler Lawton gave a PowerPoint presentation entitled “Horton Cove Trail Proposal” that outlined plans for a foot trail once constructed that will greatly benefit the Town of Montville. The proposed trail would be on undeveloped land surrounding Horton Cove and would provide a new location for local residents to enjoy hiking. Eagle Scout Lawton spoke of the 1) goals for outdoor activity and a partnership with the Town, 2) benefits to residents, 3) the location on 14 acres of undeveloped Town land surrounding the Public Safety Building, 4) design and layout that include water crossings requiring four (4) bridges, 5) highlights of the trail with Japanese Maple Trees, glacial erratics, wildlife, a spring box with drinkable water as well as the Connecticut State Flower, the Mountain Laurel, 6) site work to clear a path for the trail, erosion measures, and a kiosk at the trail entrance to display public events, and 7) minimal costs from donations, fundraising, and earned through grants. A crowdfunding goal of \$1,500 will be set for

the proposed trail and matched by Sustainable CT. No funds will be sought from the Town and unused funds from the project will be released to the Town upon completion. Questions about the project illustrated by a map were answered and congratulations given to Eagle Scout Lawton by the Commission. Authority for the project under Parks & Recreation and inclusion on the facilities list (*Chase*) and approval by wetlands were mentioned (*ZEO Williams*). Use of a small portion of the training field by the Fire Department (*Town Councilor Bunnell*), as well as parking and time frame for the project were discussed (*Stone*).

Motion by Commissioner Chase; seconded by Commissioner Clang to support the Horton Cove Trail Proposal as presented by Eagle Scout Tyler Lawton. Discussion: none. Voice vote: 6-0, all in favor. Motion carried.

5b. Sustainable CT Presentation – Colleen Bezanson, Asst. Town Planner.

Asst. Town Planner Bezanson gave a PowerPoint presentation on Sustainable CT a voluntary certification program to provide technical assistance and grants to support sustainable initiatives in all towns. Data collection concerning energy consumption, facilities maintenance, and housing issues are some items the funds will support and recognized with plaque to the Town. Steps toward certification are to create a team, an equity tool kit, that includes Town Board and Commission members in addition to Assistant Bezanson and Director Bushway and to address 12 action categories and the role of the Commission in the process. The Commission will receive the PowerPoint presentation for its review that includes information on inducive engagement i.e., Farmers Market, working with Public Works regarding signage at Camp Oakdale, utilizing the Uncas Health District, revamping the Parks & Recreation webpage and calendar to provide information, promote events, and the location and site maps of Department facilities, the involvement of the Conservation Commission, and working with the EDC to promote buying locally. The goal is to garner points for action items to attain the bronze plaque worth 200 points by August 2022. Questions were answered and Asst. Planner Bezanson thanked for her presentation.

6. To Consider and Act on a Motion to Approve.

- a. The Regular Meeting Minutes of January 19, 2022.

Motion by Commissioner Gladue; seconded by Commissioner Matthewson to approve the Regular Meeting Minutes of January 19, 2022. Discussion: None. Voice vote: 6-0, all in favor. Motion carried.

7. Recreation Director's Report for February 2022.

Director Bushway reported on his meeting with the Finance Director concerning the purchase policy, his aborted meeting yesterday for information about the tennis courts, and his inability to access the State website and the tutorial for the same scheduled for 9:00 a.m. tomorrow. He also conveyed the status on ARCA contracts, a contractor meeting next Wednesday regarding an accessible playground and options for the \$150,000 budget, a meeting tomorrow with the designer of the golf course in Groton and contact with the State concerning an archeological study. Also reported was a denial for a grant written last year for use inside the athletic facility. Chairperson Southard noted an accessible playground equates to sensory issues as well as

physical with discussion by the Commission about “inclusive” as being a better word for use of the facility by both parents and their children.

8. Report from Finance.

Director Bushway concerning savings from the basketball program and having additional funds at the end of year to transfer or use in other line items.

9. December Newsletter

Chairperson Southard asked Director Bushway to include the opening date for the Farmers’ Market on June 14 to the newsletter.

10. Parks and Facilities

a. Mostowy Archeological Study.

This item was removed from the Agenda.

b. Walk Arounds.

Chairperson Southard spoke of the attachment she sent with the agenda stating she and Commissioner Stone had reviewed the items for consideration from the walk arounds and compiled them into a list to move them forward. Some of the items highlighted for completion by the Eagle Scouts were sent to scout leaders. Director Bushway reported on a call from another Eagle Scout parent and referenced a concern for more seating at the dog park, another Eagle Scout project such as access to water at the dog park, in addition to a storage container for volleyball and frisbees from the other scout project. The Commission discussed prioritizing the list to identify some as Public Works projects and those items that can be completed with less funds or other action prior to start. They also discussed grills and pricing for them and revising the list to include a revision date and funding status for each item.

11. Unfinished Business.

a. Parks Signage

Commissioner Stone reported he sent sign prototypes to Casey to develop conventional signs but had received no feedback. Director Bushway reported on three (3) versions of the logo for a 2 ½ ft by 6 ft banner with artwork that needs tweaking. Signs will include corresponding street number and addresses. Director Bushway also reported on a quote of \$65 received for athletic complex signs that do not include the \$200 - \$300 cost for the brackets

b. Carnival 2022

Commissioner Matthewson reported plans are going well for the carnival and on the receipt of a finalized contract for vendors for Director Bushway’s signature. Director Bushway reported on the \$700 increase in cost for the fireworks presentation.

c. ARPA Funds

This item was discussed earlier in the meeting.

d. Town Conservation Development Plan.

Commissioner Chase reported he and Director Bushway were invited to meet with the Town Planner when input about the Plan and its items effect upon the Parks & Recreation Commission were discussed. The meeting was productive and the use of goals for the Commission not included in the Plan were considered. The Town Planner will pursue plan updates. Commissioner Chase thanked Director Bushway for his presentation at the Conservation meeting at the end of January concerning the Commission's list of goals.

12. New Business.

- a. Eagle Scout Presentation – Tyler Lawson.

This item was moved up on the Agenda to Item 5.a.

- b. Sustainable CT Presentation – Colleen Bezanson, Asst. Town Planner.

This item was moved up on the Agenda to Item 5.b.

- c. Farmers Market

Chairperson Southard reported the Farmers Market had its first meeting last month and the next one is tomorrow, February 17. New vendors are signing up online and the market will be much larger than last year. Planning for a special events calendar is in progress. Parking for the event was discussed.

- d. Fireman's Park

The Commission discussed the Schofield Park used for years by the Fire Department for training. Chairperson Southard, Commissioner Stone, and Town Councilor Bunnell recently toured an area behind the Public Safety Building for other areas the firefighters could use for training. All four (4) stations use Schofield as its centrally from their departments and has water access. Commissioner Stone proposed a Fireman's Park with outdoor grills that could be used by anyone. Chemical use, swimming, or fishing would not be allowed, and park could be reserved for use as are other Department facilities. The idea will be discussed with the Fire Chiefs. Town Councilor Bunnell suggested training apparatus that is transportable. Due to the size of the area, Commissioner Chase proposed a section for firefighters and the other for the public. Director Bushway suggested general public items that are fire-related.

13. Communications.

Chairperson Southard spoke of a Facebook book contact concerning tables for selling items at the Farmers Market and the proceeds being donated. She spoke of the responsibility involved with the Farmers Market and flea markets versus tag sales as discussed by the Commission. Chairperson Southard will provide the contact information for Director Doherty-Peck.

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 remarked on the effort by Eagle Scout Lawton concerning his trail proposal that would be bring a historical significance to the area and said signs with historical content could make big things happen. He also stated website changes takes time from the IT

Department and suggested the Commission lobby the Town Council for help with IT to benefit the Commission. Town Councilor Bunnell also offered assistance to move the facilities project list along as discussed earlier.

16. Remarks from Parks & Recreation Director Bushway.

Director Bushway remarked the proposed project by Eagle Scout Lawton has by far been the most complicated of all the Eagle Scout projects that he did with the help of a professional, his father.

17. Remarks from the Commissioners.

Commissioner Chase remarked the trail proposed by Eagle Scout Lawton was an excellent idea for its significance as eventual Town-owned park land. Commissioner Stone asked for representatives at the Covid-19 and Public Works meetings.

18. Adjournment.

Motion by Commissioner Clang; seconded by Commissioner Gladue to adjourn the meeting at 8:42 p.m. Discussion: None. Voice vote: 6-0, 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.**