

TOWN OF MONTVILLE
Parks & Recreation Commission
Regular Meeting – February 15, 2023 -- 6:30 p.m.

MEETING MINUTES

This was an informational meeting; a quorum was not present.

The Town of Montville has lifted the mask mandate effective Monday, February 28, 2022, throughout Town facilities in coordination with our schools. Although the mask mandate has been lifted, Uncas Health strongly recommends that all individuals, both vaccinated and unvaccinated, continue to wear masks indoors.

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 began the meeting at 6:37 p.m.

2. Pledge of Allegiance.

All stood and pledged the flag.

3. Roll Call.

Present were Commissioners Jon Chase, Deborah Schober, Kate Southard, and Rocky Stone. Absent were Commissioners Matt Beaupre, Noah Carver, Kevin Clang, Denise Gladue and Morgan Matthewson. A quorum was not present.

Also present was Recreation Director Peter Bushway, Town Council Liaison Lenny Bunnell was absent from the meeting due to a conflict.

4. Adjustments to the Agenda. – *No action*

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

Chairperson Southard asked three (3) times for remarks.

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

- a. The Regular Meeting Minutes of January 18, 2023.

This item was tabled to the next meeting.

7. Recreation Director's Report February 2023.

Director Bushway reported on the Summer Concert series proposed by Bill Bauer, who has obtained \$10,000 from ARPA for 10 concerts with a start time of 6:30 p.m. excluding July 3rd. The Director will handle the logistics on Mondays and B. Bauer will handle the bands. Director Bushway is concerned that if the series becomes popular there will not be funds to continue it the following year, but B. Bauer will seek sponsors for the concerts. The series will be held at the Camp Oakdale large pavilion. The Commission discussed completion of the large pavilion repairs, the effect of the concert series on the Farmers Market, and additional seeding of the area.

Chairman Southard reported Public Works Director Carlson about the “donut activity” in the area—the persons responsible for the damage have been identified and will make repairs. The Public Works Director expressed concern about putting too much effort into the area. Chairman Southard and Commissioner Stone plan to attend the next Public Works meeting.

8. Report from Finance.

Director Bushway reported the line item transfers approved at the January meeting have not been done yet pending an offer to fill the Accounts Payable position. Finance meetings for FY2023-2024 budgets have not been scheduled yet.

9. February Newsletter. (*Correction noted by Chairman Southard as “March” Newsletter*)

Director Bushway reported the Farmers Market scheduled is on the first page of the newsletter. He also asked about the plan for special events.

10. Parks and Facilities

a. Walk Arounds

Chairperson Southard reported the remaining facilities tour is the Mostowy Property which is very muddy in the area off Route 163. Commissioner Stone reported on past discussion by the Commission for disk golf or any other suitable suggestion. He suggested having CLA, the Town Engineer, research a design plan for the fields since funds are available for it. Commissioner Chase suggested viewing other local areas for passive recreation i.e., Denison Pequotsepos Nature’s Center on Route 27 Groton or Salem Community Park on Route 82 Norwich where disk golf is done. He emphasized the need for fact-finding and information gathering; a field trip for the Commission on a Saturday or Sunday to develop a plan. Public Works has done trimming on the property and DEEP was met for its recommendations on what can be done. Chairperson Southard will add this item to next month’s agenda.

11. Unfinished Business.

a. Montville Carnival 2023

Chairperson Southard reported meeting dates for the committee and carnival dates have been set and the carnival vendor contract has been signed. Contact will be made with the Athletic Boosters.

b. Tennis Court Update

Director Bushway reported the color scheme has been sent, a blue-green duplication as that of the U.S. Open to compliment a yellow tennis ball. Commissioner Stone asked the Director for the current construction schedule; with the mild winter, not much has been done for the $\frac{3}{4}$ million project. Director Bushway remarked the concrete work is not a problem as there are blankets for coverage that are costly. Commissioner Chase remarked if there is a contractual completion date it cannot be argued at this point. Commissioner Stone does not want the Town to be second fiddle to the Board of Education that has six (6) courts and used the bid put together by the Commission and plans to hold tennis games according to information supplied to parents. Chairperson Southard remarked that Public Works Director Carlson is waiting on approval from Inlands/Wetlands so work can be done on the backside of the tennis court in one shot.

c. Summer Concert Series

This item was discussed earlier in the meeting.

d. Farmers Market 2023

Chairperson Southard reported the first official meeting of the Farmers Market will be held at the beginning of March. An updated market application and one for special events have been completed. The kickoff date is scheduled for June 13.

12. New Business

a. Discussion of Memorandums of Agreement with Youth Sports Programs

The Commission reviewed the issues surrounding the MOA that included unauthorized parked cars near the field during youth football and the back gate being left open. Preventing access to the driveway would be a safety concern for the Town insurance carrier as the gate must remain open for ambulances. The Public Works staff, Director Bushway, and the fire and police departments have a gate key, a question from Commissioner Schober, who inquired about the two (2) car allowance and whether the gate is to be shut contractually. Director Bushway noted the general public uses the walkway; Commissioner Chase remarked relying on an unlocked gate hinders parking enforcement and the Commission should defer to the suggestion by Town Councilor Bunnell to post signage. Terms for the MOA were discussed to include the gate must be shut after the two (2) distinct, authorized cars are parked and appropriate fines issued, per Commissioner Schober; Commissioner Chase qualified that contractual parties could include penalties and consequences including physical strengths such as signage and verbiage concerning it pending further input from Town Councilor Bunnell. Director Bushway noted the request for fines was a direct order requested by the Town Council. Commissioner Schober asked whether a letter from Director Bushway could be sent to parents regarding parking; the Director remarked parking violations are usually committed by league officials. Commissioner Stone inquired why the MOAs are year-long contracts given they have specific seasons limited to certain months. Commissioner Chase remarked the year-long time period gives an organization the ability to plan and further all event dates must be scheduled by Director Bushway.

b. Update on Little League 50/70 Field

Chairperson Southard spoke with Public Works Director Carlson who was to have a meeting with the Little League representatives. The meeting was cancelled but will be rescheduled. Director Bushway spoke with the youth coach yesterday and their interest in using Kobyluck, Camp Oakdale, or Tyl Middle School fields. Potentially, the league is looking to connect with Bozrah since the experience with New London was not a good one. Commissioner Chase asked about the changes requested for the football field; Chairperson Southard said the changes were submitted to the Public Works Director.

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 Bunnell.

Town Councilor Bunnell was absent from the meeting.

16. Remarks from Parks & Recreation Director Bushway. -- *None*

17. Remarks from the Commissioners. -- *None*

18. Adjournment.

The meeting ended at 7:29 p.m.

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.**