

**TOWN OF MONTVILLE**  
**Parks & Recreation Commission**  
**Regular Meeting – April 16, 2025 -- 6:30 p.m.**  
**Town Council Chambers**

**MEETING MINUTES**

**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 Stone called the meeting to order at 6:32 p.m.

**2. Pledge of Allegiance.**

All stood and pledged the flag.

**3. Roll Call.**

Present were Chairperson Rocky Stone, Vice-Chair William Barlow, Commissioners Matt Beaupre (6:37 p.m.) John Plikus, and Deborah Schober. Commissioners Noah Carver, Jon Chase, Mary Hillman, and Morgan Matthewson were absent. A quorum was present at 6:37 p.m.

Also present was Recreation Director Peter Bushway and Mayor Lenny Bunnell. Town Council Liaison Kate Southard was absent.

**4. Alternations to the Agenda – None**

**5. Remarks from the Public regarding items on the Agenda (3-minute limit). None**

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

a. The Meeting Minutes of March 19, 2025.

**Motion** by Vice-Chair Barlow; seconded by Commissioner Plikus to approve the Regular Meeting Minutes of March 19, 2025. Discussion: none. **Voice vote: 5-0-0, all in favor. Motion carried.**

**7. Recreation Director's Report April 2025.**

Recreation Director Bushway reported that the Easter Egg Hunt for the various children's age groups was postponed to Sunday, April 13 due to rainy weather. Eight (8) children were a no-show, and donations were received from new vendors, Domino's and Texas Roadhouse. Interviews will be held for summer camp for only 5-6 vacant positions as prior staff will be returning. The grant for free breakfast and lunch for the kids has ended but there is a program available as long as 50% of campers are eligible for the free meal program. The Summer Concert Series has events scheduled for the eight (8) weeks beginning on July 8th. The Community Booklet will be available May 8. The Director met with George Crouse concerning teaching pickleball classes who was recommended by Town Councilor Southard.

8. **Report from Finance.**

The current year fund balance is \$61,079.40 as reported by Recreation Director Bushway. Responding to a question from Chairperson Stone, the Director noted that ABC Gymnastics staff solely conducts classes that ended yesterday—a new session will begin next week. As to rental fees for the facilities, the Director obtained new information that he will review and noted that facility rentals are currently booked through September.

9. **April Newsletter.**

Recreation Director Bushway reported that the following events will occur in June—Summer Camp, Farmers Market, Montville Carnival and Dance Camp. Chairperson Stone noted the dates for the Dance Camp are included but asked that the hours for the classes be added. The Director also confirmed that the Community Booklet is not reviewed by the Commission before its release.

10. **Unfinished Business.**

a. Projects and funding status:

1) Desjardins Park Basketball Court replacement

- a. Discussion as to whether or not to paint the courts like Camp Oakdale Courts
- b. Additional \$5,000 needed (\$3,369.40 for paint; estimated \$1,600 to paint)
- c. Offer to paint for free if we allow contractors logo on the courts. Would need \$3,360.40 for the paint.

Discussion was had by the Commission about line painting and new baskets at Desjardins Park. Chairperson Stone asked if the Commission wanted this court painted the same color green as Camp Oakdale. There are no funds in the original budget for this expense estimated at \$5,000. Recreation Director Bushway noted that the cost of labor for the project is not known as the Public Works Director is on vacation. Chairperson Stone added that the contractor agreed to donate the paint if allowed to paint his logo on the court. Commissioner Schober asked if legally it could be done, that they rent space at the school, and that the logo represents sponsorship. Director Bushway reported that the logo would be 2' x 4' in size. Commissioner Beaupre asked if the paint is a sealant. The idea is to keep costs low given there is only \$7,000 remaining and to have all the courts painted the same color and with sealant per discussion with Public Works Director Carlson. Per an informal query, Commissioner Beaupre and Commissioner Schober nixed the logo. Contracting the line painting to Public Works was deemed a maintenance item for that Town crew. **Motion** by Chairperson Stone; seconded by Commissioner Schober to authorize up to \$5,000 from the Special Revenues, #079, for the purpose of painting the basketball courts at Desjardins Park the same color as Camp Oakdale. **Roll Call vote:** *In favor:* Commissioners Beaupre, Barlow Plikus, Schober. *Opposed:* Chairperson Stone. **4-1-0, all in favor. Motion carried.**

2) Camp Oakdale Basketball Court replacement

Per a question from Chairperson Stone, Recreation Director Bushway remarked that warmer is needed to repair the condition of the Camp Oakdale basketball court.

3) Camp Oakdale Trail Map

Recreation Director Bushway reported that the QR-codes is for a direct link to the Department website not the trail map. Field accuracy, trails unnamed and their actual distance, a pedestrian path, and removing multiple places to enter that are now blocked were discussed. Further work with CLA on the same and review by the Commission prior to the map being published was also discussed.

Town of Montville – Parks & Recreation Commission  
Regular Meeting Minutes – April 16, 2025

---

.....  
b. Job Description Committee

1) Committee is disbanded; Mayor/HR/Recreation Director's Authority

Chairperson Stone reported that the committee will disband as the job description is the Town's job.

c. Website Improvement

1) No further discussions; up to Mayor/IT/Recreation Director to make improvements

Chairperson Stone reported website is improvement per the agenda item is not under the purview of the Commission although it can offer suggestions on it. As to WebTrack, the Recreation Director and IT spent hours yesterday with a contractor regarding online payment via the Department website that should be working by May 1. In the fall, Youth Services will have use of the application as well.

d. Carnival Committee update

Commissioner Schober reported on the status of the Carnival that includes hiring more vendors and procuring fireworks that will cost more due to tariffs. Because of the construction at the high school it was questioned where the fireworks will take place as the feedback from the last event was that it was a 'fantastic show.' The construction at the high school will be done from May 21 – mid August according to Commissioner Beaupre. Robin's Ice Cream, a food vendor, has been obtained for the event per the Recreation Director. Discussion was had concerning the Recreation Department table to supply information at the event and having received the site plan concerning the carnival design map and consideration about QR-code for ease of access.

e. Community Center Building Committee Update

Chairperson Stone reported that there was not much of an update. Vice-Chair Barlow noted that Town Councilor Southard was to get feedback on the same concerning the interest of the Commissioners to serve on the committee but stated she was currently on vacation. Mayor Bunnell notified the Chairperson by email communicating interest by Commissioners to serve on the Committee. The decision will be made by the Town Council as to the make up of the Committee. Chairperson Stone noted that the Commission had finished its work 8-9 months ago about the Committee.

## **11. New Business**

a. The Parks & recreation Commission hereby resolves to authorize up to \$5,000 from the Recreation Special Program Fund, Item #079, for the purpose of painting the interior, exterior, and doors of the Soccer Field and Football field bathrooms. (Public Works Request)

**Motion** by Commissioner Schober; seconded by Commissioner Beaupre to authorize up to \$5,000 from the Recreation Special Program Fund, Item #079, for the purpose of painting the interior, exterior, and doors of the Soccer Field and Football Field bathrooms. (Public Works Request). Discussion: Chairperson Stone reported that Public Works had reached out about the facilities' renovations and obtained a price to paint Camp Oakdale. The Commissioners discussed that the project was something they wanted to do and confirmed that it be same existing color. In addition, the soccer shed will be painted with the same color. **Roll Call vote:** *In favor:* Commissioners Plikus, Schober, Barlow, Beaupre, Stone. *Opposed:* none. **5-0-0, all in favor. Motion carried.**

Town of Montville – Parks & Recreation Commission  
Regular Meeting Minutes – April 16, 2025

.....  
Recreation Director Bushway will notify Public Works Director Carlson of the decision by the Commission.

**12. Communications.**

- a. Letter regarding late payment for services to a vendor.

Chairperson Stone reported that a Recreation Department instructor did not get paid in a timely manner and should be according to Town policy. A mistake was made, and a special check was processed, although a couple of weeks late. The Commission was notified for information purposes.

**13. Remarks from the Public (3-minute limit).**

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

**14. Remarks from Town Council Liaison Southard. -- None**

**15. Remarks from Parks & Recreation Director Bushway.**

Recreation Director Bushway reiterated summer camps this week with high school students and about those with college students over the next two (2) weeks. Holding summer camp at Tyl is a struggle as it is not conducive to camp like the high school. The camp uses the gym, cafeteria, and field at the high school but the Director is not sure if the program is wanted there; although space is needed. At the high school, half of the camp members are in the gym and the other half in the high school. At Tyl, all of the camp members are in the gym.

**16. Remarks from Commissioners. -- None**

**17. Adjournment.**

**Motion** by Commissioner Schober; seconded by Commissioner Beaupre to adjourn the meeting at 7:20 p.m. Discussion: none. **Voice vote: 5-0-0, 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.**