

**TOWN OF MONTVILLE**  
**Parks & Recreation Commission**  
**Regular Meeting – June 18, 2025 -- 6:30 p.m.**  
**Room 203 – Montville Town Hall**

**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.**

**This is an informational meeting as a quorum was not present.**

**1. Call to order.**

Chairperson Stone called began the meeting at 6:34 p.m.

**2. Pledge of Allegiance.**

All stood and pledged the flag.

**3. Roll Call.**

Present were Chairperson Rocky Stone, , Commissioners Matt Beaupre, Morgan Matthewson and Deborah Schober. Commissioners Noah Carver, Jon Chase, Mary Hillman, John Plikus and Vice-Chair William Barlow were absent. A quorum was not present.

Also present were Recreation Director Peter Bushway, Town Council Liaison Kate Southard (6:56 p.m.) and Mayor Lenny Bunnell (6:56 p.m.).

**4. Alternations to the Agenda – No action taken**

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

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

**6. Presentation to the Commission, Disc Golf Proposal, Andrew Couch and Rob Lemire.**

This presentation was given later in the meeting as Andrew Couch arrived late as he had not heard back from Recreation Director Bushway.

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

- a. The Meeting Minutes of April 16, 2025. – No action taken
- b. Informational Meeting of May 21, 2025.—No action taken

**8. Recreation Director's Report for June 2025**

Recreation Director Bushway reported that training continues for Summer Camp that starts Monday, June 23<sup>rd</sup> at Tyl and notice has been sent out. Attempts were made to get free meals— a roster was sent to schools and only 35% qualified for the program. Comments were made as to

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communication for Summer Camp that was deemed as great per the community forum and response calls received. The Summer Concert series will begin on July 10 with a line-up of 6-8 bands. The bands are less expensive to book and signage for the concert series have been posted. The Director also reported that the broken backboard at Camp Oakdale has been repaired and Police Department investigation continues. The Community Tag Sale from 9:00 a.m. to 1:00 p.m. scheduled for Saturday was rescheduled due to rain to Sunday and went well. The handicap swing for Fair Oaks purchased by fundraising of the Girl Scouts will be installed by the vendor but has yet to arrive. The backboard accuracy at Camp Oakdale and Desjardins Park was checked with Public Works Director Carlson present. The Farmers Market begins next Tuesday, June 24<sup>th</sup> and parking and handicap signage was questioned. The high school soccer team will be using Field 2 and Field 3. The Commission discussed fields that hold water; the youth soccer schedule that is not known yet and the use of three (3) fields for clinics according to Commissioner Beaupre. The Director also reported that a group wants to use the pickleball courts for a tournament. The high school schedule was received for use of Department fields with discussion regarding extended use and water usage to wet fields.

**9. Report from Finance.**

Recreation Director Bushway reported that the Department accounts look pretty good and that adjustments will be made after year end. A picnic table (\$1,400) for Desjardins Park is being shipped tomorrow. The Director also noted that \$1,560 has been encumbered and \$43,000 will be sufficient to accommodate Summer Camp for two (2) weeks. Summer Camp is good this year and five (5) persons were hired and six (6) were lost. There are now ten new people of which nine (9) are less experienced, high school students. The Special Revenue line item has been whittled down a lot due to a lot of good projects that have been done that include the Camp Oakdale bathrooms although the Public Works shed is still not done. CLA will be meeting at 9:00 a.m. with Public Works Director Carlson about the shed. Dance, karate and yoga bills have not been paid nor has the bill for facility maps (\$1,500 -- \$1,600).

**10. June Newsletter.**

Chairperson Stone noted that one (1) dance camp was missed in the newsletter. Recreation Director Bushway noted that Brady's Brigade, a special needs program, will have a spot in the newsletter. On the last page, Dance Camp will begin on August 4 for 13-17 year olds. Chairperson Stone asked that the information be put on the message board today in addition to that about the Carnival. The Summer Movie is not known yet as it is depends on what is available on DVD. Commissioner Matthewson remarked on the QR Code supported by Mayor Bunnell that was described as super, user friendly and works accurately. With a click, the Town Hall and Public Works can be easily identified. She suggested including information on the parks and a permanent mark for items that Parks & Recreation handles.

**11. Unfinished Business.**

- a. Projects and funding status:
  - 1) Desjardins Park Basketball Court replacement

Chairperson Stone reported that once Recreation Director Bushway signs off on the project it will be deemed complete. He also noted that the trash can is still there.

- 2) Camp Oakdale Trail Map

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Chairperson Stone reported that full-size copies of the trail map are not available yet and that work continues with IT for the QR Code, per follow-up by Director Bushway.

b. Carnival Committee update

Commissioner Matthewson reported the following updates for the Carnival—seven (7) food trucks will be present in front of the parking lot; Montville Youth Football and Soccer will be present and will have a tent; vendors are regulars from the Farmers Market; a petting zoo and pony rides will occur on Saturday and Sunday and have been contracted for the next four (4) years. Additionally, there will be 14 rides; a mechanical bull at an extra cost; face painting, air brush tattoos and local radio stations 106.5 and 107.7 who will provide live advertising; standard rates will begin thereafter. Town Counselor Southard corrected a post put up yesterday and the Montville Town post will be corrected. She noted that the Montville post has 16,000 views all with positive comments and noted the weather is expected to be nice. Youth Football fees were waived. The Town Councilor also reported that notice will be sent that kids must be dropped off at Fair Oaks. The location of the ticket booths and radio stations was discussed. Commissioner Matthewson noted there will be a Commission tent with maps and that volunteers are needed—Commissioner Hillman will be available per Chairperson Stone and Commissioner Schober noted she will be there. Discussion was had about permanently pinning all Recreation locations.

c. Program fees

Chairperson Stone reported about the new Department facility rental form and revised program fees--the information has not been posted to the website as of yet. As to program fees, \$10 was added to current instructor fees plus an additional \$5 for nonresidents. Differences were noted in markups for dance (23%) as opposed to karate (8%). The Chairperson favored a flat percentage rate for all programs. Discussion will continue on this item at next month's meeting. The Commission discussed the costs of programs in other towns and program losses (currently \$15,000) versus profits. Discussion was had concerning rental fees, rental damage of facilities and key returns. Town Councilor Southard noted the cost of renovation of the Department facilities and questioned why a deposit was being collected if rentals are not made responsible for damage. Commissioner Schober proposed that pictures are taken before/after facility rentals and a clause added to the rental contract about renter responsibility for damage. She also mentioned using 2-sided tape to prevent damage. Commission Matthewson noted that cell phone pictures are time-stamped.

d. Facility Walk-a-Rounds

Chairperson Stone remarked that the Commission is aware that their individual assignment is due at the next meeting.

**Presentation (Item 6).**

Andrew Couch of 163 Old Colchester Road, Montville reported that he is a disc golfer and had contacted Recreation Director Bushway about a disc golf course at the Mostowy Property. A course layout and idea for a local disc golf course was sent to Director Bushway for review. A. Couch reviewed his proposal with the Commission that included a photo of a golf hole picture from the Nichols Field in East Haddam. He noted that rubber tee pads are used at East Haddam but brushed concrete is the goal standard for a course accessible by vehicle. Fairways are 10 to 100 ft wide but the width varies according to par status. Clearing for fairways may include identifying dead trees, clearing brush, and possible removal of trees. Fairways are clear and not in the rough with green areas as buffers. Commissioner Matthewson inquired about frisbee

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potential for kids in nearby fields. There will be no ricochet due to 50-foot buffer zones according to A. Couch. Chairperson Stone remarked that the Commission had a strong desire for a course at the Mostowy Property that was on the CIP plan and pushed off, but acknowledged A. Couch's professional insight. A. Couch noted that some disc golf courses initially are nine (9) holes and spoke of looking at excess space to avoid identified trails. Other area disc golf courses include Cedar Swamp in Old Saybrook, Nichols Field in East Haddam and Preston Ridge Vineyard that has a \$6 charge. A. Couch responded to Mayor Bunnell that 50 have been started at Electric Boat. He also remarked on the best course near Worcester, Massachusetts, that has a Venmo stand and a honor system. Town Councilor Southard noted having a friend who is an avid fan that wrote a grant and received \$2,000 that was used for equipment for an after school program. A. Couch reported that Rob Lemire began disc golf with his cub scout crew and nonathletic kids and added there is a grant process that Rob knows for \$30,000 all included in addition to other methods to fund the game.

**12.12. New Business.**

a. Request from Farmers Market to put sign on fencing at the Large Pavilion

Chairperson Stone reported that a copy of the proposed Farmers Market 2 ½ x 4 foot sign is included in the meeting packet. The location for the proposed sign would be close to the entrance to Route 163 and Oxoboxo Road. He questioned whether the sign could be a sight line issue. Town Councilor Southard noted that the proposed location for the sign would not cause a sight line issue. The sign would be posted on the night of the Farmers Market and then taken down once the market closed. Chairperson Stone remarked that the sign looks nice put questioned what other kinds of signs would the Commission allow. That topic will be included on next month's meeting agenda. Commissioner Matthewson noted that Montville is the only town that does not have a sign at the Farmers Market location that is removed afterwards.

**13. Communications. -- None**

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

Mayor Bunnell remarked that he would introduce to the Town Council to reidentify Fair Oaks as a community center. There is language in Town Ordinance that recognizes it as a community center and is recognized by the Commission as the same. The location would be titled as Community Center at Fair Oaks if it does not come under the purview of the Recreation Department. The Mayor also recognized that the facility has been used by the Girl Scouts who collected money for its handicap accessible swing. The Town Council was formerly advised by the Town Attorney to make the facility name adjustment but did not acquiescence. Mayor Bunnell remarked that his point is to identify the facility so that the Town is not caught off guard.

**15. Remarks from Town Council Liaison Southard.**

Town Councilor Southard apologized for being late and thanked Commissioner Matthewson for all of her hard work for the Carnival. She expects the turnout to be great given the cancellation of Sailfest.

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

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Recreation Director Bushway remarked on the large number of attendees at the Carnival. Commissioner Matthewson remarked about keeping track of residents by tickets sales that were low, but is looking forward to this weekend.

**17. Remarks from Commissioners.**

Recreation Director Bushway remarked She noted the positive comments received thus far about the Carnival, the vendor lineup and her hope to see everyone there. Commissioner Beaupre remarked that he will be out of town most of this week and will be on vacation next month so his walk-around would be pushed forward to August. Commissioner Schober remarked as well on the counts for Carnival ticket sales; Chairperson Stone noted that no vendor has asked for that data. Commissioner Matthewson noted it would be good to have a better count of ticket sales for next year's carnival.

**18. Adjournment.**

The meeting adjourned at 7:57 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.**