

TOWN OF MONTVILLE
Parks & Recreation Commission
Regular Meeting – November 19, 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 6:36 p.m.

2. Pledge of Allegiance.

All stood and pledged the flag.

3. Roll Call.

Present were Chairperson Rocky Stone and Commissioners Noah Carver, Jon Chase, Mary Hillman, Morgan Matthewson, John Plikus and Deborah Schober. Vice-Chair William Barlow and Commissioner Matt Beaupre were absent. A quorum was present.

Also present were Recreation Director Peter Bushway, Mayor Lenny Bunnell (7:59 p.m.) and Town Council Liaison Kate Southard (6:42 p.m.).

4. Alternations to the Agenda -- None

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

6. Presentation from Girl Scout Troop 36042 – add “fairy houses along one hiking trail.

Members of Girl Scout Troop 36042 gave a presentation to the Commission about having fairy houses along one hiking trail. Girl Scouts Emmiline and Jasmine spoke about the installation of a fairy trail as an interactive process to encourage teamwork that is good for the community. This effort would also be a means to get more people outside into the environment. Questions were asked by the Commission regarding the size of the fairy houses; what does a fairy village look like and what is meant about using elements from the trail for the fairy houses. Chairperson Stone asked that information is gathered and given to Recreation Director Bushway for discussion at the next Commission meeting. Scout Leader Melissa Clark spoke on a fairy village that was on display at the library and remarked that the village creates scenes for people to play with. Detail and a description of intention and insuring that Public Works will not remove the fairy houses from the trail was also mentioned by the Scout Leader.

7. Presentation from, Dennis Goderre, Land Use and Development – CT Recreational Trails Application

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Land Use and Development Director Dennis Goderre reported that the Department is pursuing a grant feasibility study for the renovated boat launch, Route 82 and a recreational trail. The grant from DEEP would include planning, design and discussion of the trail along from the boat launch up the Thames River to Route 82—a blue way “greenway” but along the water. Resolution was passed by the Town Council at its meeting last week for a request of \$80,000. Support was asked of the Commission for the grant application that has a due date of December 18, 2025. A planning grant is also being submitted for intersection design work for Route 32. The next meeting of the Town Council is December 17. Chairman Stone remarked having mixed feelings about the project; Commissioner Chase provided history on the trail work conducted by the Boy Scouts and control by the Commission according to the Town Charter. Director Goderre noted that there will be engagement with the community regarding the function and purpose of the trail.

Motion by Commissioner Carver; seconded by Commissioner Matthewson to acknowledge the Commission support for the CT Recreational Trails Application. Discussion: none. **Voice vote: 7-0-0, all in favor. Motion carried.**

8. To Consider and Act on a Motion to Approve:

a. The Meeting Minutes of September 17, 2025.

Motion by Commissioner Carver; seconded by Commissioner Matthewson to approve the Regular Meeting Minutes of September 17, 2025. Discussion: none. **Voice vote: 7-0-0, all in favor. Motion carried.**

9. Recreation Director’s Report November 2025.

Recreation Director Bushway reviewed his November 2025 report as follows:

- Work continues on the Community Investment Grant that requires a letter from the Commission and the Town Council.
- Trick-or-Trunk was attended by 984 kids in the gathering of nearly 2,500 given the chilly weather.
- Basketball clinics began on Monday, November 17th at 6:00 p.m. and is ongoing for the week in order to form teams.
- Chairperson Stone commented on the grass this coming through the cracks of the parking lot at Camp Oakdale. The issue has been reported to the Town Council Chair, Mayor Bunnell and Town Council Liaison Southard in addition to concerns about the arrows and lanes that were noticed on the plans for the lot. The arrows on the lot are not very noticeable and will be referred to Public Works Director Carlson. The DOT has standards that the Town must comply with per Commissioner Plikus.
- Ten (10) applications have been received for the Holiday Parade that will include a Community Sing with the high school choir from 3:00 p.m. to 4:30 p.m. in Town Council Chambers and the high school band at the Town Council entrance from 4:30 p.m. to 5:00 p.m. followed by the parade. Also, there are giveaways for the Town Council. Volunteers are needed at 3:00 p.m. for staging. Two (2) judges are also needed.

10. Report from Finance.

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c. Pavilion Rules

Recreation Director Bushway remarked that he did not bring the pavilion rules.

e. Program Fee Discussion

Chairperson Stone remarked that this item remained on the agenda to ascertain whether Recreation Director Bushway is satisfied with the updated fees. The Director confirmed the fees and added that conversation needs to be had concerning Summer Camp as to whether the objective is to make a profit or break even.

13. New Business

a. Dance Program Signup Protocol

Chairperson Stone reported on having received an email from the Dance Instructor asked that participants who register for the first dance module

b. Large Pavilion Cornhole Estimate

c. CIF Grant Opportunities

d. To Consider an Act on a Motion to from an

Chairperson Stone reported that the Election Nominating Committee was deleted from the Commission Bylaws. At the December meeting of the Commission nominations and votes for Chairperson, Vice-Chairperson and Secretary will occur.

e. To Consider and Act on a Motion to set the 2026 regular monthly meeting dates for the Parks & Recreation Commission. The scheduled meeting dates are as follows: January 21, February 18, March 18, April 15, May 20, June 17, July 15, August 19, September 16, October 21, November 8 and December 16. All meetings will be held at 6:30 p.m. in the Town Council Chambers.

Motion by Commissioner Chase; seconded by Commissioner Carver to set the 2026 regular monthly meeting dates for the Parks & Recreation Commission. The scheduled meeting dates are as follows: January 21, February 18, March 18, April 15, May 20, June 17, July 15, August 19, September 16, October 21, November 8 and December 16. All meetings will be held at 6:30 p.m. in the Town Council Chambers. **Voice vote: 7-0-0, all in favor. Motion Approved.**

f. Appointment of Parks & Recreation Commission Carnival Committee Chair.

The request for the appointment of a Parks & Recreation Commission Carnival Committee Chair was made by Chairperson Stone. Commissioner Matthewson remarked that she does not have the time and needs help as her job often has her out of town. The Chairperson also noted that there has not been a meeting this fiscal year. He remarked that he would reach out to the Commission members who are not present for their feedback.

g. To Consider and Act on a Motion to set the 2026 regular monthly meeting dates of the Parks & Recreation Commission Carnival Committee. The scheduled meeting dates are as follows: January 7, February 4, March 4, April 8, May 6, June 3, July 8 and November 4. All meetings will be held at 6:00 p.m. in Room 102.

Motion by Commissioner Carver; seconded by Commissioner Schober to set the 2026 regular monthly meeting dates of the Parks & Recreation Commission Carnival Committee. The scheduled meeting dates are as follows: January 7, February 4, March 4, April 8, May 6, June 3, July 8 and November 4. All meetings will be held at 6:00 p.m. in Room 102. Discussion: none. **Voice vote: 7-0-0, all in favor. Motion Approved.**

14. Communications. -- None

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15. Remarks from the Public (3-minute limit).

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

16. Remarks from Town Council Liaison Southard.

Town Councilor Southard remarked that TARP wants a revision to the motion approved at last month's Commission meeting concerning the presence of a Public Works staff person at Camp Oakdale Pavilion events that exceed 80 individuals. The new motion should include the same inclusive of the fee schedules of all areas.

17. Remarks from Parks & Recreation Director Bushway -- None

18. Remarks from Commissioners.

Commissioner Carver remarked on remembering when Commission meetings were always this long. Commissioner Matthewson charged all to watch Tinkerbell.

19. Adjournment.

Motion by Chairperson Stone; seconded by Commissioner Matthewson to adjourn the meeting at 8:55 p.m. Discussion: none. **Voice vote: 7-0-0, 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.**