

TOWN OF MONTVILLE
Parks & Recreation Commission
Regular Meeting – December 17, 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 6:35 p.m.

2. Pledge of Allegiance.

All stood and pledged the flag.

3. Roll Call.

Present were Chairperson Rocky Stone, Vice-Chair William Barlow and Commissioners, Jon Chase, John Plikus (6:39 p.m.) and Deborah Schober. and Commissioners Matt Beaupre, Noah Carver, Mary Hillman and Morgan Matthewson were absent. A quorum was present at 6:39 p.m.

Also present were Recreation Director Peter Bushway, Mayor Lenny Bunnell (7:03 p.m.) and Town Council Liaison Kate Southard (6:58 p.m.).

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 November 19, 2025.

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

7. Recreation Director's Report December 2025.

Recreation Director Bushway reviewed his December 2025 monthly report as follows:

- The Community Investment Grant (CIP) was submitted on time and additional information was sought.
- The Holiday Parade held two (2) weeks ago was a success and one (1) participant was from Flushing, NY. There was also one (1) drunk driver that was charged at the event.
- Yesterday, December 16th, was the deadline for the Annual Polar Bear Scavenger Hunt.
- Early voting due to the recent death of Representative Kevin Ryan will impact three (3) programs at the Town Hall. There were no reported complaints from the programs that use the gym.

- Recreation Director Bushway reported having seen two (2) people playing pickleball the other night at 6:00 p.m. in 27-degree weather.
- The pickleball court screens were not taken down nor will the gates be closed.

8. Report from Finance.

Recreation Director Bushway reported that the Finance Department made the report much smaller for a better look. Work will begin on the FY2026-2027 budget next week and the Commission was asked to forward questions on the same. The current Recreation budget seems to be doing well, and it will be reviewed along with CIP items early next year. Chairperson Stone remarked that he expects Public Works will be looking for help to get electricity to the storage shed. As to a windscreen requested for the pickleball court, the Recreation Director and Public Works Director Carlson have been pricing them--the cost for professional installation is \$6,000 but three (3) other quotes have been requested. Per complaints concerning the noise of the ball at the pickleball court, fabric on the fence or slats are under consideration as a noise buffer. Landscaping can also be considered as an option per Commissioner Chase.

9. January Newsletter.

Recreation Director Bushway reported that judging has begun for the Annual Holiday Light Contest and will continue tonight and tomorrow. Pictures will be included in the newsletter that will be sent out before the New Year holiday. Two (2) gentlemen did not participate this year due to damage sustained last year from wind and ice. Chairperson Stone was glad that more space has been given for bigger displays to advertise the Department programs. He also noted that the karate rates did not look correct and the addition of a parent/child class. The Recreation Director remarked that the karate rates would be corrected.

10. Unfinished Business.

a. Projects and funding status:

1) Pickleball Parking Improvements (\$175,000 State Bond)

Chairperson Stone asked what are the next steps for a State Bond. Recreation Director Bushway reported that designs are being done by CLA and he has met with them 4-5 times. The design will go out to bid, and the work is scheduled to be done in the spring.

2) Large Pavilion Phase 1 Parking Improvements (\$200,000 State Bond)

Chairperson Stone remarked that there were two (2) pictures in last month's packet for removal of drainage, Phase 1 of the project. A retention pond and piping is being considered—piping will not extend into the woods. Per a question by Commissioner Chase, it was reported that the two (2) bonds were approved and announced 4-5 months ago by Senator Osten. Recreation Director Bushway reported that the camera installation is an IT project and is included in the approved budget. The cameras will face the pickleball court and the bathrooms. The Recreation Director asked that they be monitored.

3) Pickleball Camera Project

Chairperson Stone inquired if the pickleball camera project was moving forward; Recreation Director Bushway reported that Public Works will install a light pole in the grass in the corner of the fence where the horseshoes used to be.

4) Camp Oakdale Maintenance Building

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Chairperson Stone reported having stopped at the maintenance building this week and noted the concrete has been poured and smoothed but now needs to be cured. Final projects include the electrical work to the building and the installation of garage doors. The status will be updated at the next meeting. There will be no heat installed in the building; but Town Maintenance will run a conduit. Town Councilor Southard updated the Commission on the Public Works meeting prior to the Commission meeting and reported that installation of a privacy screen at the pickleball court would cost \$6,000 if done by Classic Turf. If the work is done by Public Works the four (4) separate pieces for installation of the same product would cost \$2,359.96; Public Works has no qualms with doing the work. The product will be fabric and classic ones are 9-feet.

Motion by Commissioner Schober; seconded by Commissioner Plikus to authorize the use of up to \$2,500 from Department Fund #079 to secure a privacy screen for the pickleball/tennis courts. Discussion: Vice-Chair Barlow asked whether the funds included the hardware to hang the screen; Chairperson Stone remarked that Public Works will handle the installation. **Voice vote: 5-0-0, all in favor. Motion approved.** Town Councilor Southard will inform Public Works Director Carlson of the same.

b. Pavilion Rules

Chairperson Stone questioned whether the Commission was beyond adding and/or excluding a clause in the Pavilion Rules about hiring Town Personnel. Commissioner Schober requested the inclusion in the application that pictures be taken of damage and reported by renters, so the Department is made aware of it. Recreation Director Bushway suggested placing some type of board on the back wall and sides to attach decorations, although no damage has been seen thus far. One hundred clips are given out to renters for tables that must be returned, and painter's tape is allowed for use. The Recreation Director responded to Commissioner Plikus that a loss of deposit is included in the application and reported that it was enforced for a rental that occurred at Fair Oaks. Town Councilor Southard requested that per the request of TARP (Town Administration Rules and Procedures) that the Pavilion application with all associated rules and procedures is in one (1) packet and that it is sent out early to the Commission for review.

11. New Business

a. CIF Grant Status

Recreation Director Bushway reported that on Monday the Town Council approved a \$3,812,800 CIF Grant related to Camp Oakdale, but the decision for the grant will not be noticed until April 2026.

b. To Consider and Act on a Motion for nomination of officers – Chair, Vice-Chair, Secretary

Nomination of Slate of Officers: Motion by Commissioner Schober; seconded by Vice-Chair Barlow to nominate a Commission slate of officers—Chairperson Rocky Stone; Vice-Chair Bill Barlow; Secretary Morgan Matthewson. Discussion: none. **Voice vote: 5-0-0, all in favor. Motion approved.**

12. Communications. -- None

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

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

14. Remarks from Town Council Liaison Southard.

Town Councilor Southard apologized for arriving late to the meeting and said she would get details from the Chairperson on what she missed. She wished Happy Holidays to everyone and added that she thought the Holiday Parade was awesome.

15. Remarks from Parks & Recreation Director Bushway

Recreation Director Bushway wished everyone a Happy Holiday and noted that he would be off next week.

16. Remarks from Commissioners.

Commissioner Chase and Commissioner Plikus wished everyone a Happy Holiday. Vice-Chair Barlow hoped that everyone is safe and has a Happy Holiday. Chairperson Stone thanked the Commission noting that a lot has been accomplished.

17. Adjournment.

Motion by Vice-Chair Barlow; seconded by Commissioner Plikus 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 UNDER THE “RESOURCES” TAB.**