

TOWN OF MONTVILLE
Parks & Recreation Commission
Regular Meeting – May 20, 2026 -- 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 the meeting to order at 6:31 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 William Bauer, Jon Chase, Mary Hillman, John Plikus, Morgan Matthewson and Deborah Schober. A quorum was present.

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

4. Alternations to the Agenda

Motion by Commissioner Plikus; seconded by Commissioner Hillman to move up Agenda Item 11, New Business after Item 6. Discussion: none. **Voice vote: all in favor. Motion approved.**

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. To Consider and Act on a Motion to Approve.

a. Meeting Minutes of February 18, 2026 – as amended.

Motion by Vice-Chair Barlow; seconded by Commissioner Schober to approve the meeting minutes as amended—*Desjardins* not DeGeneres. **Voice vote: all in favor. Motion approved.**

11. New Business.

a. To Consider and Act on a Motion to raise the fee charged to rent the Camp Oakdale Pavilion to \$150 for a half day and \$300 for a full day.

Motion by Commissioner Schober; seconded by Commissioner Chase. Discussion: Recreation Director Bushway reported having looked at the fees charged by other towns; that a lot of people who do half-days occurs on the weekends and the increase will generate additional revenue for the

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Town as those who rent the facilities are there for 4-6 hours. The request to increase the rental fee came from the Public Works Director and Solid Waste to cover costs. As to who monitors the rental time, the Recreation Director reported that stay beyond the required time are charged \$25 for extra hours. Rental deposits are returned and most arrive too early. Cameras will be onsite soon for monitoring. Discussion about increasing rates for nonresidents will be considered at the next Commission meeting. Mechanisms to monitor rentals and the lack of staff was also mentioned. Currently, out-of-town users are not currently tracked as the facilities are rented by Town residents. **Motion withdrawn.**

Motion by Chairperson Stone; seconded by Commissioner Chase to raise the fee charged to rent the Camp Oakdale Pavilion to \$175 for a half day and \$300 for a full day. Discussion: The Recreation Director reported that rental costs for other towns are more significant. The Chairperson noted that the Commission will address out-of-towners next month. The price increase will be effective immediately. **Roll Call vote:** *In favor*, Commissioners Chase, Plikus, Bauer, Hillman, Schober, Barlow, Matthewson and Stone. *Opposed*, none. **8-0-0. All in favor. Motion approved.**

b. Planning and Zoning Request – a representative to serve on the committee to finalize the Town Plan of Conservation (POCD) and a comprehensive Housing Plan.
Chairperson Stone reported that three (3) commissioners have expressed interest as a representative to the committee for the Town Plan of Conservation (POCD) and a comprehensive Housing Plan. One (1) commissioner needed to vet with the Town for an answer forwarded to Town Attorney Cote by Mayor Bunnell. Information on this item will be sent to Commissioner Bauer by the Chairperson.

c. To Consider and Act on a Motion to allow the Girl Scout Troop 63042 to install “Fairy Houses” on Camp Oakdale Orange Trail.
Motion by Commissioner Schober; seconded by Commissioner Bauer. Discussion: Chairperson Stone noted that a few months back presentation was had by the Girl Scouts to install fairy houses—pictures were included in the meeting packet. The Commission has been favorable to scout projects. Discussion was had about the products that will be used for the fairy houses—natural materials, biodegradable, moss, ceramics, gemstones. The Girl Scouts will maintain them and remove them if there are no longer viable. Updates on the conditions of the other trails was also mentioned. **Voice vote: all in favor. Motion approved.**

At 6:22 p.m., Commissioner Chase reported that he needed to leave the meeting and was not sure if he would return. Town Councilor Southard also left the meeting shortly thereafter.

7. Recreation Director’s Report for May 2026.

Recreation Director Bushway reported on Department activities as follows:

- Construction began today instead of Thursday on the accessible bathrooms. All users for programs have been notified that the bathrooms on the north end of the facility near the main entrance must be used. Water has been turned off, and a bumbler will be used for after-school programs. Summer camp and a 2-week dance camp will be affected for an unknown time as asbestos will be removed.

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- Discussion is had by Zoom every Monday for project updates that include contractors, Youth Services, the Fire Marshal and the Mayor.
- The first two (2) weeks of Summer Camp will be held at Camp Oakdale due to HVAC installation at the high school. A 40' x 20' tent may need to be rented as well as use of the Public Works shed before equipment is stored for inclement weather. There is not enough facilities in Town to accommodate all programs particularly at schools. Funds are in the budget and Account #078.
- Round 9 of the CIP Grant was opened and is due June 5th. In Round 8, \$1.5 Million was approved for the parking lot at Camp Oakdale. Reapplication will be made for all other items included on the CIP—cameras, splash pad, lighting, etc. These items all remain on the CIP as well. Resolution was obtained from the Town Council, and legislative signoff will be also be secured.
- A conversation was had with the carnival vendor, a permit from the Fire Marshal and a rain date of Tuesday, August 9th for the fireworks which is the date for the Police Department National Night Out at Fair Oaks.

8. Report from Finance.

Recreation Director Bushway reported with the Town spending freeze no transfer of funds can occur. Permission was had from Town Finance and Mayor Bunnell for summer camp staff and funds for its first week. The Build-a-Bear project, 150-160 of them at a cost of \$16--\$17 each, is also an expenditure for the first week of summer camp. Work continues with the schools for the bus schedule for the four (4) pickup sites. Also noted, was the Department was not called before the Finance Committee to review or decrease its budget. Expenditures were down by \$1,000 and revenues were up by \$3,000.

9. June Newsletter.

Recreation Director Bushway reported that the newsletter is a work in progress. Two (2) 1-week sessions of dance camp will take place beginning July 2nd. Additionally, the first three (3) weekends in June have special events—the Food Truck Festival, the Community Tag Sale and the Carnival followed by summer camp. Commissioner Bauer provided a schedule of the bands for the Summer Concert series; he happens to who know them all.

10. Unfinished Business.

Chairperson Stone asked for follow-up on the unfinished business that was reported upon by Recreation Director Bushway as follows:

a. Projects and funding status:

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

Chairperson Stone reported that the bid package is being completed and will be published soon and its hoped that enough funds will be received. Recreation Director Bushway reported that the electric cabling and the septic system were found at a ramp on the underside of the sidewalk. Electrical conduits were also found for all of the courts so that cameras can be mounted. The repairs to the pickleball court involves a material that looks like drywall red and green in color that have to be installed in 50+ degree weather over three (3) consecutive days. Whether closing programs is required is a question he has posed. A Zoom call will occur on Friday or early next week. The repair material was delivered to his office, and future repairs will be done ourselves.

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

Recreation Director Bushway reported that last Wednesday a meeting was had with CLA Professional Engineers, Public Works and the office of Land Use & Development. Painting will not occur as an imperfect surface is required and a detention pond will extend along on Oxoboxo near the corner and a pipe underneath around it to the back portion of the spare parking across the street. Handicap parking has been addressed. The debate with paving involves drainage issues and taking out a ledge. Additionally, the rocks at the end should be removed for planters.

3) Pickleball Camera Project (\$26,250 CIP Budget)

Recreation Director Bushway reported that the electrical conduit was found for the pole and the cameras. Mentioned was the backdrop that was destroyed and Camp Oakdale and Desjardins Park. The camera installation is an IT project.

4) Pickleball privacy screen (approved up to \$2,500 from Fund #079)

Recreation Director Bushway reported that the increased for the privacy screen at \$3,200 is for the QR-Code and Town of Montville as requested by Mayor Bunnell. The Commission committed to \$2,500. Questions of the Commission included why the code and Town name is needed; will the neighbor complain about it; and will it create another issue. The quality of the current Town website was characterized as well as the concern that the screen is for privacy, not to attract or draw attention.

Commissioner Chase returned to the meeting at 7:19 p.m. followed by Town Councilor Southard at 7:22 p.m.

5) Camp Oakdale Parking Improvements (\$1,150,00 CIF Grant)

Recreation Director Bushway was shown the preliminary plan due to new parking that must be tinted and have new pylons. There will be a total of 530 parking spaces. Twenty-three spaces were lost due to new zoning regulations, additional islands and the size of the new stalls. The increased parking if put off until spring will cost, have an enormous impact on sporting events as the area is wet. The cracks at the basketball courts may have occurred because the work was done too late in the year.

6) Camp Oakdale Maintenance Building

- a) To Consider and Act on a Motion to authorize \$10,000 from Fund #079 to help pay for the electrical work at the maintenance building.

Motion by Chairperson Stone; seconded by Commissioner Matthewson. Per discussion, it was noted that Public Works reached out to the Commission for help to fund the alarms and work still needs to be done—aprons and footings. **Roll Call vote:** *In favor*, Commissioners Chase, Plikus, Bauer, Hillman, Schober, Barlow, Matthewson and Stone. *Opposed*, none. **8-0-0. All in favor. Motion approved.**

7) Carnival Committee

Commissioner Schober reported that there are more food trucks for this year's carnival. Town Councilor Southard reported that Wayne's Wings is one of the new food trucks along with Under the Palm Tree. Help is needed for the stuffed animals for the kids and food. There is currently a 5-year contract in place with the carnival vendor; this is the second year of it. Other additions this year are a climbing wall on Saturday and new rides. Chairperson Stone welcomed Commissioner Bauer to the Carnival Committee meeting held on the first Wednesday of the month that currently does not have a chair.

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12. **Communications.** -- None

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.**

Town Councilor Southard reported that things have gotten changed and if anyone has questions she will speak with the Chairperson and send information accordingly.

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

Recreation Director Bushway will send out a jobs schedule for the carnival on Friday, Saturday and Sunday. There is a budget to hire people and Friday – Sunday parking help is needed.

16. **Remarks from Commissioners.**

Commissioner Bauer thanked the Commission, is looking forward to it and thanked Town Councilor Southard for her endorsement. Commissioner Matthewson expressed to all a good weekend and Chairperson Stone welcomed Commissioner Bauer.

17. **Adjournment.**

Motion by Commissioner Matthewson; seconded by Commissioner Barlow to adjourn the meeting at 7:32 p.m. Discussion: none. **Voice vote: all in favor. Motion approved.**

Respectfully submitted by,

Gloria J. Gathers
Recording Secretary
Town of Montville

**AN AUDIO RECORDING OF THE MEETING IS AVAILABLE ON
THE TOWN OF MONTVILLE WEBSITE UNDER THE “RESOURCES” LINK.**