

Town of Montville Parks & Recreation Commission
Wednesday, March 21, 2012
Regular Meeting Minutes
7:00 p.m. – Town Council Chambers

1. Call to Order

Vice Chairman LaVallie called the regular meeting of the Town of Montville Parks & Recreation Commission to order at 7:00 p.m. after establishing a quorum.

2. Roll Call

Present were Commissioners Berardy (7:20 p.m.), delaCruz, LaVallie, Lawton, Maffeo and Perkins. Absent were Commissioners Cicchese, Hillman, and Geiler. Also present was Park & Recreation Director, Peter Bushway and Town Council Liaison Laura Tanner.

3. Alterations to the Agenda

Motion made by Commissioner Perkins, seconded by Commissioner Lawton to add agenda item 8 (g) Discussion regarding co-ed softball. Discussion, none, voice vote, 6-0, all in favor, motion carried.

4. Remarks from the Public regarding items on the agenda with a three minute limit.

Councilor Tanner stated there was a meeting at the Fair Oaks school with approximately fifteen people in attendance to discuss establishing a lacrosse program in the Town of Montville. It was determined it will cost approximately twenty thousand dollars to hire coaches for the program and this does not include equipment to play the game. There are over thirty children currently playing lacrosse in East Lyme that would be willing to play in Montville and she stated there is a need for the program in Montville. She discussed people who are willing to coach the teams and stated she would like to hold two instructional clinics to introduce the sport to the town. She suggested having separate teams for girls and boys.

Ms. Kristin Ventresca discussed the lacrosse program and the clinics and stated she is hoping to run the lacrosse program through the Parks and Recreational program to get it started. She has ordered a t-shirt and banners to advertise the sport throughout the town and stated eventually they would like to branch out on their own once the program has been established.

Vice Chairman LaVallie stated he is in favor of starting the program and Mr. Bushway discussed the gear the kids will require to play the game at the clinic. A discussion was held regarding equipment donations and if there will be a donation from Yale to the

program this year. Discussions were held regarding grants available to start a team and Ms. Kristin Ventresca stated she will focus on acquiring equipment grants for the program.

Vice Chairperson LaVallie stated the Commission is in favor of starting the program. Mr. Bushway stated the deadline for the brochure is this week and he encouraged those involved to establish dates and times for the program so it can be published in the booklet before the deadline. A discussion was held regarding costs to charge for the program per participant and the costs of equipment to get the program started. A discussion was held regarding the best location to hold the games during the season.

Mr. Bushway suggested the Commission vote to set the price of the program. Commissioner Perkins stated it would be sufficient to advertise the program in the brochure for the spring and to indicate anyone interested check the website for additional details as they are available. Discussions were held regarding insurance issues for the program and if insurance is required if the program is run under Park & Recreation. The age groups who participate in the lacrosse teams are from first and second grade instructional lessons to actual games consisting of kids through the eighth grade. There are approximately sixteen teams going in East Lyme at any given time.

Motion made by Commissioner Perkins seconded by Commissioner Berardy to authorize Mr. Bushway to include the lacrosse program in the spring brochure. Discussion, none, voice vote, 6-0, all in favor, motion carried.

5. Approval of the Minutes

- a. To consider and act on a motion to approve the regular meeting minutes of February 15, 2012.

Motion made by Commissioner delaCruz, seconded by Commissioner Lawton to approve the meeting minutes of February 15, 2012 as submitted. Discussion, none, voice vote, 6-0, all in favor, motion carried.

6. To consider and act on a motion to review and approve the Director's Report for March, 2012.

Motion made by Commissioner delaCruz, seconded by Commissioner Lawton to approve the Director's Report as reviewed. Discussion, none, voice vote, 6-0, all in favor, motion carried.

Mr. Bushway requested a transfer of five hundred dollars from line item 1073053085 Summer Program Transportation into line item 1073051073 Part time Recreation Programs to cover costs of overtime while Mr. Bushway and the Parks & Recreation secretary were out of the office at the same time. Motion made by Commissioner

Perkins, seconded by Commissioner delaCruz to authorize the transfer. Discussion, none, voice vote, 6-0, all in favor, motion carried.

Mr .Bushway discussed the proposed budget and stated he has presented it to the Mayor with an overall decrease from that requested last fiscal year.

7. Reports from Finance

- a. Funding status year to date for the Special Revenue accounts.

Mr. Bushway discussed the programs utilizing the special revenue accounts and stated it is going well.

8. Unfinished Business

- a. Discussions regarding Summer Camp, 2012 bus transportation.

Mr. Bushway stated the transportation director is still on leave and he was unable to get actual numbers for the bus transportation but stated generally when bus transportation is eliminated it overall reduces the registrations for the summer camp. Discussions were held regarding eliminating some of the bus stops along the route closest to the camp in order to save the town money. Mr. Bushway stated he has submitted a budget with a reduction over last year's request and stated if there is no need for a budgetary adjustment he would suggest leaving the bus transportation as it as is for this summer and discuss eliminating the bus transportation if needed for the 2013 summer camp. Vice Chairman LaVallie stated this item can be removed from the agenda until further notice.

- b. Expansion of wrestling programs

Mr. Bushway discussed the program and stated he is finalizing the MOU with the team. A discussion was held regarding where and when the wrestling program will be held. This item will be left on the agenda for future discussion.

- c. Lacrosse update

Councilor Tanner stated she will attend the upcoming meeting regarding establishing a lacrosse team and report back with information and progress made at the next meeting.

- d. Discussion regarding a Community Tag Sale

Commissioner Tanner inquired regarding where and when to hold the community tag sale. The Commission suggested the use of Camp Oakdale the first week of June and discussed a rain date. Discussions were held regarding the cost to participate, the best area to utilize for the sale items, and parking options. Mr. Bushway will check the schedule to determine if there is a conflict on the dates requested. Discussions were held

regarding donating items not sold at the sale to the re-use room after the tag sale and Vice Chairman LaVallie stated he is in favor of having the participants take out everything they bring in to the area on that day because if employees of the Public Works Department have to clean the area it will be an extra cost to the town to pay them to do so.

Motion made by Commissioner Berardy, seconded by Commissioner delaCruz to advertise the Community Tag Sale in the spring brochure for June 9, 2012 and to collect a ten dollar fee for sixteen feet of sale space. The sale will run from 9:00 a.m. to 1:00 p.m. with a rain date of June 10, 2012 from 9:00 a.m. to 1:00 p.m. Discussion, none, voice vote, 6-0, all in favor, motion carried.

e. Discussion regarding Town of Montville Trails Day

Commissioner Lawton stated the Trails Day is scheduled for June 3, 2012 and all the materials for the letterboxing have been donated toward the cause at no cost to the town. The Trails Day is rain or shine (unless there are torrential downpours) from 9:00 a.m. to 2:00 p.m. beginning at the Camp Oakdale soccer field.

f. Discussion regarding the Spring Parks & Recreation brochure.

Mr. Bushway stated the brochure is coming along and the end of next week is the deadline for submissions. He distributed a list of programs included in the brochure for the Commission to review. The brochure will be finalized this week and sent out to the public the first week of May. A discussion was held regarding scheduling concerts in the upcoming season and Mr. Bushway stated he will add the concert dates to the brochure. Commissioner Lawton suggested holding the concerts and the farmer's market on the same day at the same location. Mr. Bushway sent letters to local farmers to determine if they are interested in participating in the farmers market. Vice Chairman LaVallie suggested inviting vendors to the summer concerts and a discussion was held regarding whether or not to charge a fee for vendors to attend the concerts to attract more people at the events. This item will be added to the next agenda for further discussion.

g. Discussion regarding co-ed softball

Councilor Tanner discussed the co-ed softball program, stating she would like to add the program to the brochure and she volunteered to be the contact person for the season. A discussion was held regarding costs related to the program and field maintenance costs incurred during the season to play the games. Vice Chairman LaVallie discussed the pros and cons of charging for the program. He stated the fields are public and can be utilized by anyone at any time as long as there is no conflict. He stated it is more important to have people participate in the game than to charge for use of the field. Commissioner Perkins stated it is a fun pickup game with a schedule, participants sign a waiver and there is no need to charge for play. Councilor Tanner is interested in taking charge of the program and setting schedules and getting the participants back in the game.

Motion made by Commissioner Perkins seconded by Councilor Lawton to designate Councilor Tanner as the contact person for the Montville Co-Ed Softball league and to waive the fees associated with the program. Discussion, none, voice vote, 6-0, all in favor, motion carried.

9. New Business

a. Discussion regarding the Councilor in Training program.

Mr. Bushway discussed the program and distributed the application for the program for the Commission to review. The program is on a volunteer basis in exchange for training. He stated Groton charges for the program and stated it is an option for Montville to do so if they choose to. Discussions were held regarding the date and time of the training, the benefits of the program, the number of participants that will be allowed to register for the training program, offering training for half the season so the participants are not tied up all summer, requirements for the program, and fees to charge for the program.

Motion made by Commissioner delaCruz, seconded by Commissioner Maffeo to charge a twenty five dollar fee for the Summer Camp Councilor in Training (CIT) program. Discussion, none, voice vote, 6-0, all in favor, motion carried.

b. Discussion regarding the Swap til you Drop event.

Commissioner delaCruz stated there were five people in attendance and the program was a lot of fun. She was disappointed in the low turnout and in the Montville Times for not advertising the event as they had indicated he would. The event was for Montville residents only. She stated she will try the program again in June and will open the event to anyone who would like to attend. Discussions were held regarding the best ways to advertise the event for a better turnout at the next event. Mr. Bushway suggested adding the event to the spring brochure and to advertise the event at the community tag sale. A discussion was held regarding adding a toy swap. It was the consensus of the Commission to hold the next swap event in September at the Camp Oakdale pavilion.

c. Discussion regarding new program proposals.

A discussion was held regarding the evening flashlight Easter egg hunt scheduled for this year at Fair Oaks school at 8:00 p.m. on Good Friday for the older children between the ages of eleven and seventeen. Mr. Bushway stated the regular daytime Easter egg hunt if for children through the age of ten. There is no charge for the Easter egg events.

Councilor Tanner inquired if the movies will be included this year in the schedule of events. Mr. Bushway stated he has not decided either way as it has not had a good turnout over the years but he will discuss the event with Youth Services to determine if it

is something they are willing to continue. Discussions were held regarding ways to make the event more attractive and the best ways to attract residents to attend the event.

10. Correspondence

Councilor Tanner discussed a correspondence she received from a resident of Montville regarding a proposal for a fall basketball program for the town.

11. Facilities Requests

Mr. Bushway discussed a proposal he received by telephone for practices at the Mohegan School and stated it is not a formal request as of yet.

12. Remarks from the Public

Vice Chairman LaVallie asked three times if there was anyone from the public who would like to address the Commission.

13. Remarks from the Commissioners

Commissioner Perkins inquired if anyone would like to purchase a t-shirt from the Montville Cares breast cancer fund raiser.

Commissioner delaCruz inquired if it is necessary to send program receipts in the mail, especially if there is no fee for the program. She suggested sending receipts by email or handing the customer the receipt when they pay at the office to save on costs. This item will be added to the next agenda for a discussion regarding a policy.

Commissioner LaVallie discussed the basketball program improvements he discussed with Mr. Bushway regarding possible travel teams for certain activities with skill based tryouts with surrounding towns.

14. Remarks from Town Council Liaison, Laura Tanner

Councilor Tanner stated the materials at Camp Oakdale have been removed.

15. Adjournment

Motion made by Commissioner delaCruz seconded by Commissioner Maffeo to adjourn the meeting at 9:15 p.m. Discussion, none, voice vote, 6-0, all in favor, motion carried, meeting adjourned.

Respectfully submitted by:

Audrey Ulmer, Recording Secretary for the Town of Montville.