

Town of Montville Parks & Recreation Commission
Meeting Minutes
Wednesday, December 19, 2012
7:00 pm – Town Hall – Town Council Chambers

1. Call to order

Chairman Cicchese called the meeting to order at 7:00 pm after establishing a quorum.

2. Roll Call

Present were Commissioners Berardy, Cicchese, delaCruz, Geiler, Hillman, Lavallie, Lawton, Maffeo and Perkins. Also present were Recreation Director Peter Bushway and Town Council Liaison Laura Tanner.

3. Remarks from the public regarding items on the agenda.

None

4. To consider and act on a motion to approve the regular meeting minutes of September 19, 2012 and October 17, 2012

September meeting minutes approved unanimously.
October meeting minutes amended to note absence of Commissioner delaCruz.

5. To consider and act on a motion to review and approve director's reports from October and November, 2012.

Motion made and approved unanimously to approve both director's reports.

6. Reports from Finance

No issues – getting bids for mirrors to be used by dance program.

7. Unfinished business

a. Trick or Trunk review

Very successful event. Only real issue/complaint was lack of parking due to overwhelming attendance. Discussion followed. Suggestion made that a cut off entry time be established for all participants. Some other input included moving the sound system to a more centralized area of event, install port-o-let unit in a better lit location, more trash containers and perhaps an age cut off.

b. Family Letterboxing review

Great response to October 21st event. 83 people attended and Boy Scouts assisted.

c. 2013 meeting dates

Meeting time has changed to 6:30 pm. Commission voted to eliminate August meeting at this time. Laura Tanner checking on November meeting date location. Our annual walkthrough will be at 6:00 pm on Wednesday, May 15th.

Motion made by Commissioner Hillman to approve meeting dates and time change. Seconded by Commissioner Lawton. Approval was unanimous.

d. Winter booklet

Currently at printer's – will be distributed early January. This booklet will cover events from January thru April.

8. New business

a. Budget and CIP needs

Recreation director's salary is incorrect in current budget. Should read \$69,455.00 as per the contract. Budget reflects a zero percent increase. No plans to restore office secretary to full time position. Discussion followed regarding summer camp bus transportation. Most kids used buses only for returning home. More discussion to follow. Camp fee is being raised to \$50.00 for 2013. CIP basically the same. Commissioner Perkins questioned why \$44,000 for restrooms is so far out and developing new multi-use trail is a priority. Commission added land acquisition to Capital Improvement. Commission unanimously accepted the proposed budget.

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Motion to accept yearly budget made by Commissioner Hillman and seconded by Commissioner LaVallie. Approved unanimously.

Motion to accept amended Capital Improvement Plan made by Chairman Cicchese and seconded by Commissioner LaVallie.

b. Holiday Parade review

Another great event. More participants than ever before. There were 33 units/floats and walkers. Commissioner delaCruz would like to revisit the parade route for 2013. Lighting still insufficient. A rain/snow date was established as one week from regularly

scheduled event. Commissioner delaCruz tasked the commission to submit some themes for next year's P&R float. Commissioner Hillman stated that there are holiday items stored in attic at Public Works garage. Commissioners delaCruz and Lawton will make an appointment to view these and determine if some can be used in 2013.

c. Youth Basketball update

Approximately 197 kids in program. Practice has started and regular scheduled games will begin in early January. Shortage of volunteer coaches.

d. Town-wide special event

Commissioner Lawton is interested in reviving a Fall Fest. Would be a three-day event (Friday – Sunday) to consist of rides and food concessions. Looking to start with a small scale event and build up. A lively pros-cons discussion ensued. Would we have enough personnel to handle the scope of the event? In-kind services probably not available and expenses could run around \$8,000.00 Chairman Cicchese made motion requesting further exploration of this community event. Commissioner Hillman seconded. Commissioner Geiler will check with Lions Club regarding their potential involvement.

e. Easter Egg Hunt

Established the following Saturday, April 6th as rain/snow date.

9. Correspondence

None

10. Facilities requests

None

11. Remarks from the public

None

12. Remarks from Commissioners

Commissioner delaCruz presented suggested new class. Drunken Palette painting class. Need to find adequate space and location that would allow wine being brought in. Commissioner delaCruz will get more information for next meeting. Also suggested a community wide potluck fall gathering at Camp Oakdale Pavilion.

13. Remarks from Council Liaison

Councilor Tanner alluded to the fact that a fall community event would be nice and that Commissioner Lawton is passionate about introducing and following thru on events. She stated that volleyball season is going strong. Both courts are full with players rotating in. Nice to see. She wished everyone a wonderful Christmas and Happy New Year.

14. Adjournment

Commissioner LaVallie made motion to adjourn at 9:15 pm

Respectfully submitted,

Nancy delaCruz, Commission secretary