

Town of Montville Parks & Recreation Commission
Wednesday, February 20, 2013- 6:30 p.m.
Town Hall - Town Council Chambers
Meeting Minutes

1. Call to order--meeting called to order at 6:30

2. Roll Call--Present were Commissioners Berady, Cicchese, DelaCruz, Geiler, LaVallie, Maffeo and Perkins. Also present were Director Bushway and Councilor Tanner. Absent were Commissioners Lawton and Hillman.

3. Remarks from the Public regarding items on the agenda with a three minute limit
Kristin Ventresca, 36 D'Amato Road, Oakdale, President of Montville Lacrosse (MLAX), spoke in regards to a request the group put in for filed usage in early January. She explained the progress the league has made and stated they will be have an instructional program, a U9, U13 and a U15 for both boys and girls. The league hosted a USLacrosse coaches clinic in early February, has been interviewed by a national lacrosse magazine regarding their progress in such a short time. Ms, Ventresca stressed the immediate need to have a response on their request for field usage because they will be meeting with 11 surrounding towns to set the season's schedule. She let the Commission know the league as a start date of April 1st. She thanked the Commission for heir support thus far and thanked Director Bushway's help and support for the last 10 months.

Michael Doherty, 38 Spruce Lane, Uncasville, As a youth coach in town for the past 15 years in all sports, Mr. Doherty suggested the Commission look at possibly putting forward a policy here and before the schools regarding field usage. There are many sports becoming "multi seasoned" and it should be stated that the "in season" sport take president when assigning fields. Montville is evolving and this concern needs to be addressed.

Commissioner Cicchese let the group know that field usage has always been a huge concern of the Commission. She reminded them when they initially came to the Commission they were warned of the field issue.

Mr. Bushway stated he has a meeting with Mr. Bordeau next week to see if any fields will be taken "offline" as well as get a maintenance schedule. He should have an answer for the league and will notify them next week with an answer.

There was much dialog between the Commission and the MLAX representatives and it was concluded they'd would await Mr. Bushway's call or email to inform them of what fields will be assigned to them.

4. To consider and act on a motion to approve the regular meeting minutes of January 16, 2012--Commissioner Maffeo made a motion to accept the minutes, Commissioner DelaCruz 2nd. Commissioner Geiler recommended changes to the minutes as follows,

under item number 5 in the 4 paragraph regarding the fee structure of the Zumba program it should read as follows:

Zumba program, 1 day the participant pays \$50.00 and Parks and Recreation receives \$15.00, 2 day program the participant pays \$85.00, Parks and Recreation receives \$20.00, 3 day program, the participant pays \$100.00 and the Parks and Recreation receives \$20.00. Commissioner Perkins also asked a break down of all the programs to see which program does generate the most revenue. Zumba generates \$955, and the instructor receives \$3,380 for less than 6 weeks.

Motion to accept minutes with amendments carried unanimously.

5. To consider and act on a motion to review and approve the Director's Report for February 2013--Discussion regarding the report included Commissioner DelaCruz informing the group that she spoke with Commissioner Lawton regarding item number two and wanted to let the Commission know this has been postponed until next summer. Commissioner LaVallie made a motion to accept the Director's report, Commissioner Berardy 2nd. Commissioner Perkins inquired about item number 3 asking if Mr. Bushway has already spoken to Mr. Bordeau. Mr. Bushway explained it is always an ongoing discussion. Commissioner Cicchese explained there are fields that need work and Mr. Bushway has to get the schedule from Public Works as to what fields will be offline. Last year fields 3, 2 and 1 had work done to them.

After field discussion, a vote was taken to accept the Director's Report as written. Motion carried unanimously.

6. Reports from Finance--Commissioner Cicchese stated that the report doesn't show the actual balance of the Special Revenue and asked if Mr. Bushway could give a rough estimate on future reports.

7. Unfinished Business

a. Town-wide Special Event--Mr. Bushway reported that after meeting with Commissioner Lawton they have decided to postpone the event until the summer of 2014. They will need to get outside help from various town organizations in order to host this event. They are hoping with a little more time they will be able to present a package to groups for help. They will continue their efforts throughout the year but are possibly planning for summer of 2014.

Commissioner Cicchese suggested forming a committee to work in this in the next year. Mr. Bushway agreed.

b. Budget update--Mr. Bushway reported that he asked the Finance Committee if Parks and Recreation could be one of the first groups to be heard at their special meetings as the Commission needs to set their camp prices and get the brochure to the printer by April 1st. The Finance Department is aware of the deadline.

c. Facility space use--Commissioners Perkins and Geiler met with Mr. Bushway regarding their findings in their review of all the town facilities and the space available for various programs. Commissioner Perkins asked if any Commissioners had questions regarding the report they submitted. Commissioner Cicchese explained she had not forwarded the report to all Commissioners pending some changes.

Commissioner Geiler discussed if programs were relocated more space would become available. He and Commissioner Perkins made the suggestion of moving gymnastics to Fair Oaks and Judo and Wrestling, matted programs, to Town Hall. Zumba could then meet consistently at Fair Oaks. He stated the size of the Town Hall gymnasium is equal to Fair Oaks.

Judo currently meets M, T, W, Fr. From 4:30 - 8:00. They recommended ending Judo at 7 to accommodate new wrestling hours from 7:00 - 9:00, a change from 6:00 - 8:00.

Their report looked at heat issues during warmer months and suggested Zumba could move to Town Hall during those months as wrestling does not meet then.

Commissioner Cicchese inquired about the types of mats used by both Judo and Wrestling and it was said that both groups could share the mats.

Commissioner Geiler commented that the foot prints all work, by moving these mats it opens up Fair Oaks

Commissioner DelaCruz looked into the possibility of using the old karate business at the corner of Route 163 and Route 32. She found they are currently converting the space into a ballroom. She inquired about Zumba classes being held there and was told they would accommodate our needs should there be a need. Commissioner Cicchese commented that it could be a possibility done the line but the commission should use our own facilities first.

Discussion around moving the uneven bars for gymnastics and some of the scheduling options and class offerings regarding the gymnastics program.

Commissioners Cicchese and LaVallie commended the task force for their hard, thorough work.

Mr. Bushway will create a timeline and the plan to transition programs to new spaces to free up space will take place in March but most programs will not start in new spaces until September.

8. New Business

a. Easter Egg Hunt – alternative location if snow still on ground--Mr. Bushway stated with the Easter egg hunt scheduled for March 30 there is the potential for snow on the ground and asked how the Commission wanted to handle that. The Commission

decided to leave it on the 30th and not worry about it at this time. The already scheduled rain date is April 6th.

b. Tag Sale in June discussion – date/location--Commissioner DelaCruz suggested having the tag sale at Town Hall this year. It would generate more traffic. She would like to hold it the 2nd weekend in June, June 8th.

c. Band bookings – other activities happening on site. Food, farmer's market--mr. Bushway has already booked 3 of the 4 weeks. At this point everyone is coming back except Steve Elci, due to funding. Discussion regarding inviting non-profit groups to sell food and beverages during the concerts. Commissioner DelaCruz suggested a pot luck dinner. Mr. Bushway stated that it will depending on items sold will determine how many vendors we would need.

d. Contractor Fees--The Commission discussed the fee structure for instructors of Parks and Recreation programs. Commissioner Geiler stated the Zumba instructor is currently making \$975.00 every 6 weeks just on Montville residents, that amount does not include out of town participants. He suggested limiting Zumba's class sizes to 25 and looking at their fee structure more closely. They discussed different fee structures for all contractors. Commissioner Cicchese suggested setting a minimum and maximum for all programs. They will look at all programs, look at the percentage split that is fair to the instructor and the Town. Commissioner Perkins addressed the issue of accountability on behalf of the Zumba instructor and taking payment at the door. The Commission discussed the need to have participants to register at the Parks and Recreation office only.

10. Correspondence--None

11. Facilities Requests--None

12. Remarks from the Public--None

13. Remarks from the Commissioners--Commissioner Maffeo, agreed with Mr. Doherty's comment regarding the town is growing. he suggested talking to the Town and Town Council regarding building and adding lights to fields. He also urged the commission to buy land. We, as a town are obligated to provide. He stated he is a product of athletics and it kept him out of trouble. He encouraged the commission to look online at the park in Lakeland, FL.

Mr. Bushway commented that field acquisitions are in the Capitol Improvement Plan. Acquisitions are in the papers.

Commissioner Cicchese invited all stake holders in the fields and facilities to attend the budget meetings. She also stated that her email is the only one listed on the town website under the Parks and Recreation section, she encouraged others to add their addresses and to contact Lisa Terry to do so.

14. Remarks from Town Council Liaison, Laura Tanner--Councilor Tanner commended the task force for their work on the facilities. She encouraged the Commission to create a policy regarding the fee structure for contractors.

15. Adjournment--Commissioner LaVallie made a motioned to adjourn. Commissioner Berardy 2nd. Motion carried and meeting adjourned at 8:37.