

Town of Montville Parks & Recreation Commission  
**Special Meeting Minutes – June 15, 2016**  
6:30 p.m. – Montville Town Hall – Room 203

1. Call to Order

Chairman Scott LaVallie called the meeting to order at 6:30 p.m.

2. Roll Call

Commissioners present were Joseph Berardy (6:35 p.m.), Matt Beaupre, Eileen Cicchese, Nancy Delacruz, Ryan Hartman, Kerri Lawton, Karen Perkins, and Scott LaVallie. Commissioner Kristen Ventresca, Parks & Recreation Director Peter Bushway, and Town Council Liaison Laura Tanner were absent.

Commissioner Delacruz commented that Commissioner Ventresca has been absent from the past three (3) meetings. She also noted that Town Councilor Tanner has also been absent. Commissioner LaVallie reported that P & R Director Bushway was working with volunteer counselors in training.

3. Adjustments to the Agenda None

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

Commissioner LaVallie asked three (3) times for remarks. There were none.

5. To consider and act on a motion to approve:

a. The Regular Meeting Minutes of Wednesday, May 18, 2016.

Motion made by Commissioner Cicchese; seconded by Commissioner Lawton to approve the Regular Meeting Minutes of May 18, 2016. Discussion, none. Voice vote, 8-0; all in favor. Motion carried.

6. Director's Report for June 2016

Commissioner LaVallie asked if there were questions regarding the Director's report. Commissioner Mathieu commented on the condition of the sealcoating at Camp Oakdale. He stated he was there on Monday and it looked as though it had not been done. He asked about the need for the porta-potties near the older bathrooms that were redone. Commissioner Cicchese inquired about transportation for summer camp stating that she wanted to make sure that children were not turned away from participating in field trips. Commissioner Perkins asked about security for the summer camp. Commissioner LaVallie responded that per the message he received there will be two (2) breakfasts and two (2) lunches served for the summer camp children and extended school children. Commissioner Lawton added that staff would have security cards and doors would be secured. Commissioner Hartman said that Superintendent Levesque sent out a district-wide phone message regarding security for the summer program.

7. P & R Newsletter for May 2016

Commissioner LaVallie asked for comments regarding the newsletter. Commissioner Cicchese spoke about the Summer Concert save the date notice for Frankie Justin Lamprey. She suggested that the wording “Country Recording Artist” be moved below Lamprey’s name stating that the way it is worded now it appears as though Wicked Peach is the country artist.

8. Reports from Finance

Chairman LaVallie asked for comments regarding the finance reports noting an error for the Community Tag Sales on the Recreation Program/Events report. He stated that the error had to do with the placement of the decimal point. The loss for this event should be \$5.22, not \$52.20.

9. Unfinished Business

a. 2016 Summer Concert

1) Purchase Stage (Chairman LaVallie)

Chairman LaVallie reported that the stage was ordered at a cost of \$11,314 and he is working with the vendor as to delivery that is expected to ship in early July from Michigan and be here before the concert. At the suggestion of Commissioner Cicchese, Commissioner LaVallie will have Director Bushway secure a backup stage as a precaution.

b. Future of Fair Oaks Community Center

Chairman LaVallie reported that he received an email from A. Miyuki that said four (4) committee representatives were appointed and the first meeting regarding the center was to be self-organized. Commissioner Hartman asked whether the Town Council had given any direction for the committee. Commissioner Perkins stated that this item would be discussed at the Town Council meeting that evening.

c. Camp Oakdale

Commissioner Perkins said that she had visited Camp Oakdale that day. She reported that four (4) benches would be placed on cement slabs by the Public Works crew that she said was very helpful at the direction of the Commission. In addition to the benches, there are six (6) picnic tables with a trash can for each and one of the tables will be placed near the upper ball field. Commissioner Hartman asked if a bench will be placed at the basketball court like those at the soccer field. Commissioner Perkins commented that it would be given consideration.

d. Carnival (Commissioner Lawton)

Commissioner Lawton reported that she could use more people per shift for ticket sales and said that she had spoken to Lt. Bunnell concerning parking for the event. She also said that Public Works was to be at the carnival for trash removal but instead, a 30-yard dumpster, to which she is opposed, was considered. Responding to

a question by Commissioner Berardy, Commissioner Lawton said that a smaller dumpster is being considered for trash removal. She added that PW person would not need to be at the carnival all the time, referencing the issue of in-kind service. Commissioner Lawton stated that she would email Director Bushway tonight to have him speak with PW Director Bourdeau. She also reviewed the current schedule for ticket sales stating that she needs to know who will fill the slots as the Commission is responsible for the tickets and the money from their sales. Commissioner Hartman asked about the pre-sale for bracelets to which Commissioner Lawton said there would not be any cash handled by the Commission for them. She explained that the band chose the time period for the bracelets. She added that a sales person from radio station FM 106.5 called Director Bushway, and the event will be advertised and run 3-4 times a day. The ad and the posters for the event will be paid for by the carnival. At the suggestion of Commissioner Cicchese, Commissioner Lawton will email the Town Council about volunteering for ticket sales.

- e. P&R Website (Commissioner Lawton)  
Commissioner LaVallie stated there was nothing new to report.
- f. 2016 Summer Movie Series (Commissioner Hartman)  
Commissioner Hartman reported that Utopia would be food truck vendor for the series. He said that area vendors were totally booked or involved with the upcoming Big E. Commissioner Lawton said that she would Facebook message Dog-it and that she and Commissioner Hartman would discuss the issue further.
- g. Community Tag Sale  
Commissioner Delacruz reported that there was sufficient advertising for the tag sale and that the cost for it was paid from the event proceeds. She also said it was a fun event. Commissioner LaVallie added that it was a beautiful day with a good crowd of vendors. Commissioner Lawton asked to have Director Bushway track down the tag sale signs for reuse next year.
- h. Dog Park Committee Update  
Commissioner Hartman reported that the Committee has approved to have a community tag sale on Saturday, September 10. He asked the Commissioners to save the date. Further, the funds will be pooled for “huge” raffles for which gifts have already been secured. Commissioner Hartman also said that the cost for the raffle tickets would be \$10 and he will confirm when they will be available. He also reported that he is working on permits. Commissioner Delacruz gave thanks that her dog was selected as the “top dog” although there were only six (6) entrants in the event.

Commissioner LaVallie reported on a possible wine tasting event in support of the dog park. He contact Finance Director Hart regarding the event who has questions about the proposed event such as its location, but she will speak with the Town Attorney about it.



- i. Budget  
Commissioner LaVallie reported that the \$70,000 for the field renovation was cut so that project is now in limbo but there was no change in the Commission budget.
  
10. New Business
  - a. Basketball Program (Commissioner Beaupre)  
Commissioner Beaupre reported that he spoke with Director Beaupre about revamping the basketball program. He spoke about the school budget cuts in sports and problems at the elementary schools as well as the competition in preparation for Tyl. He also stated that other sports within the district have clubs. Commissioner Beaupre also mentioned a traveling basketball program to give children better opportunities and skills. He also spoke about setting up basketball clinics and indicated that insurance for the clinics would not be a factor if they are run through Parks & Recreation. There would also be opportunity for kids to participate in open play. Discussed followed by the Commission as to fee for play; the cost for a facilitator, and an available place and time. It was said that basketball is lacking and a decent feeder program is required. Commissioner LaVallie mentioned available dates for the clinics through Parks & Recreation as long as kids are not playing with the schools. He also spoke a travel team that played with the Mohegan Sun last year. He added that Parks & Recreation programs are inclusive to everyone and can have an impact. Gym space and conflicts with after schools events was discussed by the Commission. Commissioner Beaupre stated that he would continue the discussion with Director Bushway.
  
11. Communications None
  
12. Remarks from the Public  
Chairman LaVallie asked three times for remarks. There were none.
  
13. Remarks from Commissioners  
Commissioner Delacruz gave a reminder about the July 2<sup>nd</sup> tag sale room.
  
14. Remarks from Town Council Liaison Laura Tanner  
Councilor Tanner was absent from the meeting.
  
15. Adjournment  
Motion made by Commissioner Lawton; seconded by Commissioner Cicchese to adjourn the meeting at 7:39 p.m. Discussion, none. Voice vote, 8-0, all in favor. Motion carried.

Respectfully submitted by:

Gloria J. Gathers

Recording Secretary, Town of Montville

(Interim for Agnes Miyuki)

**AN AUDIO RECORD OF THE MEETING IS ON FILE IN THE MONTVILLE  
TOWN CLERK'S OFFICE.**