

Town of Montville Parks & Recreation Commission
Regular Meeting Minutes – February 21, 2018, 2018
6:30 p.m. – Montville Town Hall – Town Council Chambers

1. Call to Order
Chairperson Perkins called the meeting to order at 6:35: p.m.
2. Pledge of Allegiance
All stood and pledged the flag.
3. Roll Call
Commissioners present were Joseph Berardy, Matt Beaupre, Danielle Butzgy, Jennifer Hajj(6:39), Ryan Hartman, Dawn Penman, Kristin Ventresca, Rachel Belardo and Karen Perkins. Also present was Parks & Recreation Director Peter Bushway. Town Council Liaison Jeff Rogers was absent.
4. Adjustments to the Agenda - None
5. Remarks from the Public regarding items on the agenda with a three-minute limit
Chairperson Perkins asked three (3) times for remarks. There were none.
6. To Consider and Act on a Motion to Approve:
 - a. The Regular Meeting Minutes of January 17, 2018.

Motion made and seconded to approve the Regular Meeting Minutes of January 17th, 2018. Discussion: Commissioner Perkins noted a correction regarding Item 11a that the Holiday Parade judges should read Commissioners, Perkins, Butzgy and Penman. Commissioner Butzgy noted an error regarding item 11b (last sentence) should read Secretary Butzgy, not Ventresca. Voice Vote, 9-0; all in favor. Motion carried.
7. Director's Report for February 2018

There was discussion regarding Atlantic Broadband wanting to be a sponsor for the Montville Carnival. Director Bushway explained that for a \$500 donation they would provide a "hot spot" which would allow for internet access at the carnival. Atlantic Broadband has requested to have their logo on advertising, company banner and to be mentioned on the stage during concerts. Commissioners agreed this was a good idea.

There was discussion regarding the possibility of the town hiring staff to supervise non-participants at The Montville Community Center during the weekdays between 4p.m-8p.m. The consensus from the counselors is that this was not necessary and the parents and the programs who use the facility need to be held accountable for this supervision.

There was discussion as to when hiring for camp counselors would start and what the typical age range is for this position. Director Bushway indicated, he needs budget first and also generally doesn't hire high school age.

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8. P & R Newsletter for February 2018

Commissioners commented on how nicely done the newsletter was and there was some discussion regarding the Easter egg hunt.

9. Reports from Finance – Commissioner Ventresca asked what exactly was the balance in the special revenue fund. Director Bushway commented \$47,418.09

10. Unfinished Business

a. Community Center Building Committee Update

Commissioner Ventresca turned over the surveys to Commissioner Penman for review. Item to be kept on next month's agenda.

b. Dog Park Committee Update

Commissioner Beaupre reported the committee is hoping to hear from the commissioners on our thoughts on "the rules". The commissioners asked questions on where some of the rules came from and how they would be enforced. Commissioner Hartman questioned the specific rule regarding the requirement of a dog to be spayed/neutered and felt that rule was discriminatory. The Commissioners asked that Chris Lawton be invited to the next months meeting to answer questions.

c. 2018 Summer Concerts

Director Bushway will look into Beatles tribute band for August concert,

d. 2018 Carnival

Commissioner Perkins reported an overview from Special Meeting. Carnival dates are June 21-24. Should the last day of school be pushed to the 21st we may have to forego the carnival on that date. Contract signed with band, River dreams. The band will play on Saturday from 7-9 followed by the fireworks show. Friday night from 5-9 will be open mic, all performers will need to pre-register. It was discussed that Director Bushway should begin advertising for open mic performers and food truck/vendors now. Discussion of the possibility to outsource the logistics of the beer tent. Commissioner Butzgy said she will contact the town of Lebanon to discuss how they run their tent. Commissioner Hajj said she will contact two local breweries to offer this to them. Director Bushway will begin to solicit volunteers.

e. Discussion of Splash Pad – *No discussion*

f. Discussion of FY 2017-2018 Budget and CIP

Commissioner Butzgy asked when we should expect the budget to be passed. Director Bushway noted that the finance committee will contact him only if they wish to meet with him. We should have a finalized budget no later than June 30th but could be sooner.

g. Discussion of Commission Apparel

Commissioner Hartman provided design proofs of all three articles. Commissioners all stated their opinions on how each shirt should be designed. Commissioner Hartman will move forward with the majority vote and asked for sizes from each commissioner and order will be placed.

h. 2018 Holiday Parade- Commissioner Butzgy reiterated that it would be nice to be able to use the stage for the performers since we have one. It was noted by Commissioner Hartman and Director Bushway that it is difficult to set up and move around and there may not be enough time to do so. It was discussed that there should be more lighting, better sound system and more festive. There was discussion on changing the voting structure to eliminate a “trophy” for every participant and allow for only “BEST IN SHOW” prize for 1st place. The possibility of this being a monetary prize of \$250 (the same amount spent on trophies) was discussed. Discussion regarding the remaining \$2000 of \$5000 voted for decorations would be spent for town banners/flags. Commissioner Butzgy will send commissioners link to website where she found wreaths.

i. 2018 Summer Camp- Summer camp will be held in the Tyl Gym and Cafeteria. Registration for job opportunities will begin March 1st. Summer Camp registration begins March 8th (depending on budget). Cost for camp this year is \$60, field trips are extra. Discussed the preference of hiring Montville alums and residents. Tentatively June 25-Aug 10 (7 weeks) Buses has not been finalized as privatization discussion has re-started.

j. Potential Events and Programs- Commissioner Butzgy reminded the commissioners that she is keeping a record of any and all ideas for future events and programs and to please e-mail her your ideas. The idea was raised to offer Co-Ed softball and beach volleyball. Director Bushway will put out in Newsletter and Facebook to field for interest.

Movie night is scheduled for July 28th-movie to be determined, Commissioner Butzgy suggested Jumanji. It was discussed that we would not open it up to food vendors but offer the concessions to football/cheer again. Director Bushway will look into face painting for this night. The possibility of making it a themed movie night was discussed, if Jumanji, we could do safari. There was discussion of having cornhole tournaments again and if the commission would purchase boards. Commissioner Hartman mentioned he has a contact in town that could make for \$250. He will obtain a written estimate and a proof for the commissioners to view. Vote was tabled until next month. The idea of Farmers Market was considered. Director Bushway stated that he and Kelly Orbe attended a headmasters meeting regarding this and that there is a lot of work involved.

Commissioner Hartman mentioned that The Music Bureau out of Salem would be interested in offering a summer camp and/or lessons through the Parks & rec dept. Commissioners liked the idea and asked for Commissioner Hartman to find out more information. Put on agenda for next month.

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11. New Business

a. Youth Basketball- Commissioners Ventresca & Butzgy both in total received 3 letters from parents of players and 2 were read aloud into record. Issues were with 5/6 boys and 3/4 girls. There was an issue where a player was intentionally showing poor sportsmanship by pushing another player and the mother encouraged the behavior. This was brought to Director Bushway's attention and player was suspended the rest of the game. Commissioner Butzgy's letter spoke to the character and method of coaching by Ron Caviness. This is the 3rd complaint she has received and it was decided that should Mr. Caviness want to continue to coach next season, we would ask that he attend a meeting in order to answer some questions and/or concerns from the commissioners.

12. Communications – Director Bushway receive a communication from the Manavas Family in which they will be donating a bench to be placed next to the volleyball court in honor of Matt Manavas's memory.

13. Remarks from the Public

Chairperson Perkins asked three times for remarks. There were none.

14. Remarks from Town Council Liaison

Liaison Jeff Rogers was absent.

15. Remarks from Parks & Recreation Director Peter Bushway – Director Bushway indicated he would be out of work the next week and a half to care for his ill mother.

16. Remarks from the Commissioners

Commissioner Perkins apologized for Gloria's absence as she got stuck in traffic due to a major accident.

17. Adjournment

Motion made by Commissioner Beaupre; seconded by Commissioner Penman to adjourn the meeting at 8:30 p.m. Discussion, none. Voice Vote, 9-0, all in favor. Meeting adjourned.

Respectfully submitted by:

Danielle Butzgy

Parks & Recreation Commission, Secretary