

TOWN OF MONTVILLE
Parks & Recreation Commission
Regular Meeting Minutes – September 16, 2020 -- 6:30 p.m.
VIRTUAL MEETING MINUTES

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For all publicly broadcasted meetings, public comment on agenda items or topics in accordance with the Town charter may be submitted in writing in advance or by live audio via GoToMeeting.

Written comments must be emailed to the Town Clerk's Office at townclerk@montville-ct.org at least **1 working day in advance** (if the meeting is on a Monday the questions must be submitted by close of business the previous Friday).

Written comments may not be read in their entirety, but rather similar messages may be aggregated or paraphrased for submission to the Parks & Recreation Commission.

Live audio comments may be made via GoToMeeting by calling from your telephone.

Comments will only be accepted at times designated for public comment by the Chairperson of the meeting. The Parks & Recreation Commission Rules of Procedure, decorum, timeliness, and suitability shall be followed and enforced in the same manner as if the meeting were held in person.

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1. Call to order.

Chairperson Hajj called the meeting to order at 6:32 p.m.

2. Pledge of Allegiance.

All stood and pledged the flag.

3. Roll Call.

Present were Commissioners Matt Beaupre, Jon Chase, Kevin Clang, Jennifer Hajj, Heather Kenniston, Morgan Matthewson, Kate Southard, and Rocky Stone. Also present was Park Recreation Director Peter Bushway and Town Council Liaison Colleen Rix (by phone). Commissioner Noah Carver was absent. A quorum was present.

4. Adjustments to the Agenda. *None*

5. Remarks from the Public regarding items on the Agenda (3-minute limit).

Motion by Chairperson Hajj; seconded by Commissioner Chase to add to Unfinished Business, Item 11.a, Mostowy Project. Discussion: none. Voice vote: 8-0, all in favor. Motion carried.

6. To Consider and Act on a Motion to Approve.

a. The Regular Meeting Minutes of August 19 2020.

Motion by Commissioner Beaupre; seconded by Commissioner Stone to approve the Regular Meeting Minutes of August 19, 2020. Discussion: Commissioner Chase noted a correction to the speaker of the comments under Item 11.a as *Commissioner Chase*, not *Chairperson Hajj Chase*. He also not a correction to the vote tally for Item 11.d as a tied vote of *In favor: Commissioners Beaupre, Carver, Matthewson, and Stone. Opposed: Commissioners Chase, Hajj, Kenniston, and Southard*. Director Bushway noted a correction to Item 8 stating *\$1,500* of the \$3,000 of summer concert donations was used with *\$1,500* remaining. Commissioner Beaupre rescinded his motion. Motion by Commissioner Matthewson; seconded by Commissioner Southard to approve the Minutes of August 19, 2020, as edited per the rescinded motion. Voice vote: 8-0, all in favor. Motion carried.

b. Director's Report for September 2020.

Motion by Commissioner Kenniston; seconded by Commissioner Clang to approve the Director's Report of September 2020. Discussion: Commissioner Chase asked about the impact on the maintenance budget per the cancellation of youth soccer. Director Bushway said mowing and seeding would be done but painting would be put off until the spring. He said the savings was unknown as purchases are made through the Department budget. Voice vote: 8-0, all in favor. Motion carried.

7. P&R Newsletter for October 2020

Commissioner Matthewson commented the newspaper was nice and colorful.

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8. Report from Finance

Commissioner Stone inquired about the \$17,000 left over from June for the fiscal year ending June 30. Director Bushway explained the funds to back into the Town General Fund. Commissioner Stone also asked about the funds used for summer equipment. Director Bushway stated the \$600 in supplies for summer camp were purchased from Stop & Shop or Walmart and included miscellaneous items such as water balloons and slip 'n slide. Commissioner Stone also noted summer camp lost \$29,000 this year. Director Bushway stated summer camp normally generates \$12,000 - \$15,000 but said expenditures were less as there were less kids participating.

9. Review of Recent Programs and Events

a. September 2020 Events and Programs

i. Mud Run

Director Bushway reported the event would take place next Saturday, September 26. Early registrants would receive t-shirts that were ordered until Friday at 4:30 p.m. with 600 currently registered for the event. Oakdale Fire Department will supply hoses and water and promotions and ads were being done by Youth Services. Director Bushway said \$1,950 has been received from sponsors and \$700 used in expenses.

ii. Judo

Director Bushway reported judo was cancelled until at least January 2021.

iii. Karate

Director Bushway reported karate started 2-3 weeks ago and is ongoing using pads and half-size dummies. Classes are one to two times a week.

iv. Gymnastics

Director Bushway reported gymnastics began last evening September 15 in the Town Hall gym. He said parents are not allowed in the building but can watch the class from their cell phone on the website.

v. Dance

Director Bushway reported dance classes are held five (5) days a week excluding Friday and Sunday with 12 participants per class and with 5-6 virtual classes. Parents can view the classes that are less than 40 minutes through video monitoring from another room. There are 15-minute intervals between classes when the instructor does cleaning.

vi. Yoga

Director Bushway said thus far there have only been three (3) signups for yoga that was to have begun this evening but the instructor is waiting to hear back from older students. He said he spoke to another instructor who could do an in-person class at a cost of \$50 per student; a one-hour class for eight (8) weeks. Chairperson Hajj commented the cost the

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class might be the reason for the low registration number. The scope of discussion involved the following:

- Classes that are financially accessible and more available.
- The pay for virtual teaching--\$75 per person
- A lower rate and flat fee for virtual classes
- In-person classes are eight (8) weeks; virtual classes are ten (10) weeks.
- Yoga classes in other towns are full
- Flat rates are not based on the number of participants
- Offer a Thursday yoga class with a flat rate per person
- Costs for virtual yoga classes locally.

Motion by Commissioner Kenniston; seconded by Commissioner Stone to offer an in-person yoga class on Thursday. Discussion: Director Bushway asked about the cost for the class who stated the class limit is 20. A cost of \$50 per person for residents and \$70 for nonresidents. The motion was withdrawn. Motion by Commissioner Kenniston; seconded by Commissioner Chase for a Thursday in-person 8-week yoga class at \$45 for residents and \$55 for nonresidents. Voice vote: 7-1, opposed by Commissioner Beaupre. Motion carried. Per discussion, Director Bushway was asked to conduct a survey concerning interest in yoga or other interests with feedback to the Commission at its next meeting.

10. Upcoming Programs and Events

a. October 2020 Events and Programs

i. Pumpkin Decorating Event

Director Bushway said signup for the event is free,

ii. Trick or Trunk

Director Bushway said he received confirmation from the State yesterday and spoke about the restrictions and fines for large gatherings. He said it would be a drive-through event at Tyl with candy given out from a cafeteria tray. Five (5) food trucks will also be present. The Commission spoke about the setup of the cars and the best location for the food trucks. Per a question by Commissioner Beaupre to support for the event, Director Bushway said two (2) would be needed for registration, three (3) for parking, and two (2) persons for judging. Donations of nonperishable items would be accepted and the time for the event would be from 6:00 p.m. – 8:00 p.m.

iii. Scarecrow Village

Director Bushway stated the event would be held on Sunday, October 18 at the Community Center. Thirteen families with children will be attending.

b. November 2020 Events and Programs

i. Basketball Evaluation Clinics

Director Bushway said if the schools do not grant access to its facilities the clinic will not go forward.

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- ii. Indoor Volleyball
See the comments for 10.b.i above.

11. Unfinished Business

- a. Mostowy Property.
Commissioner Chase reported on the property purchased by the Town on the north side of Camp Oakdale that he said would be desirable for passive recreation such as walking, biking, and wildlife research. He spoke of his contact with Lisa Wale, program biologist with CT Energy Protection who expressed interest to walk the property and offer input on its future use for the Town. The Commission concurred without obligation for the site walk and Commissioner Chase said he would keep them informed. Director Bushway confirmed the property survey to identify wetlands, elevations, and produce maps was completed.
- b. Discussion to have documents relative to the Parks & Recreation Commission for distribution—ordinances, Town Charter, bylaws, etc.—to address Commission questions. Chairperson Hajj asked whether the Commission wished to vote on the contents of the documents as discussed at its last meeting or wait until next month. Per discussion, she said the finance and maintenance committees would be established at the next meeting.
- c. Development of Parks & Recreation Logo
Commissioner Stone said he has reached out to the high school art department and tech education teachers regarding interest in the project but has no answer yet. The question as to whether the logo would be for the Commission or the Department was posed by Commissioner Chase. Commissioner Stone said the question would be who owns the logo.
- d. Holiday Parade (December 2020)
Director Bushway reported he hoped the event would occur but spoke of the new State executive order prohibiting group events and the fines associated with it.
- e. 2020 Decorations
Chairperson Hajj spoke on the discussion at last month's meeting to obtain clarification on the use of the \$5,000 allocated funds for decorations for other purposes and follow-up by Town Councilor Rix with the Town Council on the same. Commissioner Chase said the Commission could use the funds for other purposes such as Covid-19 response initiatives while Commissioner Stone said the funds may be taken back. Town Councilor Rix said a resolution would be written and the Town Council would vote on it and the funds would stay or be removed. It was clarified that the question for the Town Council was if the funds were not used for decorations would they be left in the Department budget for tutors for students, as an example. Commissioner Chase and Stone commented that the Commission charter nor the bylaws address the issue and asked whether the Commission wanted to or should be involved with decorations. Town Councilor Rix said she would speak to the Town Clerk tomorrow and provide feedback. The Commission asked initially for feedback on the issue of the transfer of funds and the decorations thereafter, per Commissioner Chase. Town Councilor Rix said she would put the resolution on hold and speak with the Finance Director and the

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Mayor. She also said the proposed use for the decoration funds was a good idea and apologized for the confusion.

f. 2020 Bus Trips

Director Bushway reported there are no signups for the December 12 New York trip as of yet.

g. Potential Events and Programs

1. Volleyball Tournament and Yoga

Chairperson Hajj asked that this item be removed from the agenda.

h. Eagle Scout Proposal.

Director Bushway asked that this item be removed from the agenda.

i. Proposals from Parks & Recreation Department for new programs or events.

Director Bushway informed the Commission of a proposal by the soccer and football presidents who want to offer clinic-style programs since the seasons for the sports were cancelled. The proposal was sent to the Commission for their review. Director Bushway said there was insurance concerns if an injury was deemed Covid-related. There would be no charge to children, all State guidelines would be followed, and the clinics would involve skills, conditioning, and practice only. Chrissy Caplet gave information on the soccer insurance renewal on September 1 that did not provide Covid coverage that meant coaches were at risk for insurance liability. Director Bushway said volunteers would follow similar guidelines as those for summer camp.

Motion by Commissioner Kenniston; seconded by Commissioner Beaupre to accept the soccer proposal as submitted by the Department. Discussion: Commissioner Beaupre asked Director Bushway to make sure the program runs with coverage for coaches. Director Bushway said he would check whether the students need to sign up with the Department as a clinic. Ms. Caplet said the soccer program was pulled on August 31 but refunds have not been issued yet. Insurance for children through Youth Services is paid. Commissioner Kenniston said the Department could pay for the children's insurance from the decoration funds. Director Bushway asked Ms. Caplet to check if insurance is needed as covered under parental medical insurance. Other supplies for the program would include cleaning supplies. Roll Call vote: *In Favor*, Commissioners Beaupre, Chase, Clang, Hajj, Kenniston, Matthewson, Southard, and Stone. *Opposed*, none. 8-0, all in favor. Motion carried.

Director Bushway also spoke about a proposal for youth basketball for grades 3-9 for students not on school teams; students on school teams cannot play on recreation teams. He said youth basketball would be expanded to include students in grades 10-11. Director Bushway said teams would have 7-8 players with most practice sessions being held at Tyl. The program would begin the first week of December along with other recreation programs and will possibly be co-ed.

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Motion by Chairperson Hajj; seconded by Commissioner Clang to accept the new expanded basketball program. Discussion: Chairperson Hajj said she supports it but has a problem with repeated programs. Roll Call vote: *In Favor*, Commissioners Beaupre, Chase, Clang, Hajj, Kenniston, Matthewson, Southard, and Stone. *Opposed*, none. 8-0, all in favor. Motion carried.

12. New Business -- None

13. Communications

Chairperson Chase said he spoke with Town Councilor Jaskiewicz about the line item transfer and looked toward bringing the issue to conclusion.

14. Remarks from the Public of Non-Agenda items (3-minute limit)

Chairperson Hajj asked three (3) times for remarks. There were none.

15. Remarks from Town Council Liaison- -None

16. Remarks from Parks & Recreation Director Bushway --None

17. Remarks from the Commissioners

Commissioner Southard offered to work with the programs for youth sports and thanked Commissioner Chase for feedback on the Mostowy Project. Commissioner Chase thanked Chairperson Hajj for including the Mostowy Project on the agenda stating he had been filling the role for facilities on the Commissioner. He commented on the condition of Desjardin's Park and spoke of the hole in the chain link fence. He also said he would continue to tour other facilities. Commissioner Kenniston echoed Commissioner Southard's comments and welcomed Commissioner Clang. Commissioner Clang thanked Commissioner Kenniston and said he was glad to be there. He also asked about the Commission documents mentioned. Commissioners Beaupre and Stone welcomed Commissioner Clang. Commissioner Matthewson said she looked forward to more youth sports. Chairperson Hajj welcomed Commissioner Clang; thanked Commissioner Chase about the Mostowy Project; and asked Director Bushway about any opportunities for volleyball high school girls.

18. Adjournment

Motion by Commissioner Beaupre; seconded by Commissioner Kenniston to adjourn the meeting at 9:17 p.m. Discussion: none. Voice vote: 8-0, all in favor. Meeting adjourned.

Respectfully submitted by,
Gloria J. Gathers
Town of Montville Recording Secretary/Minutes Clerk

**AN AUDIO RECORDING OF THE MEETING IS AVAILABLE ON THE TOWN
OF MONTVILLE WEBSITE.**