

TOWN OF MONTVILLE
Parks & Recreation Commission
Regular Meeting – Augusts 18, 2021 -- 6:30 p.m.
MEETING MINUTES

All persons in attendance must wear a face mask if not fully vaccinated and remain six feet from others.

Comments will only be accepted at times designated for public comments by the Chair of the meeting. The Montville Town Council Rules of Procedure, decorum, timeliness, and suitability shall be followed and enforced.

1. Call to order.

Chairperson Southard called the meeting to order at 6:34 p.m.

2. Pledge of Allegiance.

All stood and pledged the flag.

3. Roll Call.

Present were Commissioners Matt Beaupre, Noah Carver, Jon Chase, Kevin Clang, Denise Gladue, Morgan Matthewson, Deborah Schober, Kate Southard, and Rocky Stone. A quorum was present.

4. Adjustments to the Agenda.

Motion by Commissioner Stone; seconded by Commissioner Beaupre to move up New Business, Item 11.a, Eagle Scout Project, to Item 5.a. Discussion: None. Voice vote: 9-0, all favor. Motion carried.

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

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

5.a Eagle Scout Project.

Eagle Scout Calvin LaFrance an imminent 8th Grade Tyl student and life scout in Troop 16 Montville gave a smartboard presentation to the Commission on his proposed plan to build a kiosk for his Eagle Scout project at Camp Oakdale. The kiosk would be built left of the entrance to the trail near the basketball court where a sign would be placed, and the kiosk would have a large overall map of Camp Oakdale and individual ones maps for camp guests. It would also have a QR Code Scanner for mobile devices. Eagle Scout LaFrance presented a series of photos and data about his project that included a blueprint prototype of his kiosk compared to one of Goodwin Trail. Pictured were roof panels from Lowes for the kiosk that would last and blend in with surroundings. He expects to solicit donations from Town and area stores such as Lowes, Home Depot, and Montville Hardware where bolts, screws and other items would be purchased. His presentation included a materials list and safety and permit measures. The Commission was impressed by the presentation with Commissioner Stone commenting on a career path for Eagle Scout LaFrance as a construction manager and asked him about the timeline for the build that is expected to begin this summer and continue through fall. Commissioner Stone who used to be an Eagle Scout offered assistance if needed for obtaining Town permits. Commissioner Chase asked about having a sign at the end of the trail suggesting Eagle Scout LaFrance seek assistance

Town of Montville--Parks & Recreation Commission
Regular Meeting Minutes
Wednesday, August 18, 2021

from Commissioner Stone and Recreation Director Bushway. Eagle Scout LaFrance said he would speak with scoutmaster about the sign. Commissioner Beaupre commented he had seen quite a few scout projects but said this project was the best he had seen and was looking forward to the final project. As to the review of the final plan for the projected questioned by Commissioner Stone, Commissioner Chase said he wanted the Commission to review a final design given Commission responsibility. Commissioner Schober suggested the final plan be emailed to Recreation Director Bushway so the project as a whole could be approved by the Commission now and the final design plan at another time.

Motion by Commissioner Stone; seconded by Commissioner Gladue to approve the plan by Eagle Scout Calvin LaFrance to build a kiosk at Camp Oakdale for his Eagle Scout project. Discussion: None. Voice vote, 9-0, all in favor. Motion carried.

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

a. The Regular Meeting Minutes of July 21, 2021.

Motion by Commissioner Carver; seconded by Commissioner Clang to approve the Regular Meeting Minutes of July 17, 2021. Discussion: Commissioner Stone a spelling error under Agenda Item 10.e to change "*Cobalt Field*" to "*Kobyluck Field*." Voice vote: 9-0, all in favor. Motion carried (to amend the minutes).

Motion by Commissioner Chase; seconded by Commissioner Carver to approve the Regular Meeting Minutes of July 17, 2021, as amended. Discussion: None. Voice vote: 9-0, all in favor. Motion carried.

b. The Special Meeting Minutes of August 11, 2021.

Motion by Commissioner Carver; seconded by Commissioner Matthewson to approve the Special Meeting Minutes of August 11, 2021. Discussion: None. Voice vote: 9-0, all in favor. Motion carried.

7. Recreation Director's Report for July 2021.

Director Bushway reported he was working on obtaining one (1) or more contracts for the tennis courts that came last Friday to submit to the Finance Department subject to initial conversations in February-March. There is a four times greater guarantee the tennis courts will last 20 years instead four (4). Covid funds, \$276, 143 would be used. Initially, the plan was to demolish the court surfaces and put asphalt on that would need to cure that was okay with one (1) contractor but, two (2) other contractors suggested doing the work after May 1 so the work will begin after the school year ends in 2022. The Commission discussed the condition of the front and back tennis courts with Commissioner Chase proposed minimum work to front since the back courts are in the worst condition. Commissioner Stone and Chairperson Southard proposed having combination courts—tennis on the rear courts and pickleball on the front ones. Director Bushway said one quote came in at \$200,000.

Director Bushway also reported the Mud Run was scheduled for this weekend with more than 70 registrants, adults and children. There are sponsors for the run that is 4/10 of a mile or less, is

untimed, has 12 obstacles and nine (9) with water or mud. The football and cheerleading programs have a low number of participants so these programs will join with Waterford for practice sessions with half taking place in Town. Two (2) football games will occur in each Town with play on Sundays due to a lack of officials. Director Bushway also reported he is working with two (2) contractors for new adult programs. Montville Florist will have two (2) classes flowers another for glass projects. Commissioner Chase reported on a swimming area he took note of back in March being used by the Oxoboxo project crew that left some damage. He took pictures of the damage and contacted Mayor McDaniel. It was concluded damage was caused and a meeting was held with the contractor who alleged the area was not used. There may be liability for the damage and Commissioner Chase will provide a status update to the Commission.

Commissioner Matthewson reported yoga has started again and there were a high number of registrants last night. Recreation Director Bushway reported prior yoga sessions that are scheduled to being in October had three (3) sessions with 10-15 participants. He also said the virtual class this past spring had no registrants. Access to the schools for sessions is uncertain and the instructor is not confident with in-person sessions and it also teaching class elsewhere.

8. Report from Finance

Director Bushway reported the FY 2020-2021 year-end report is not complete nor the records closed. He also reported the kiosk he order is delayed.

9. Parks and Facilities

Chairperson Southard stated this item remains on the agenda for reporting purposes. Commissioner Chase was impressed with the work done by Public Works Director Bourdeau and his department as to cleanup of the lot and the relocation of the porta-potty although the work is not complete. Chairperson Southard acknowledged the job done by Public Works as the lot was filled on the night of the car show, the stage was cleaned, and the area looked good for the Farmers Market. Commissioner Matthewson reported she did walk Camp Oakdale trails and took photos and would report at the next meeting.

10. Unfinished Business

a. Signs for Parks

Commissioner Carver reported due to extraneous issues he had no draft signs for review but would have them by the next Commission meeting.

b. Farmers Market

Chairperson Southard reported the Farmers Market is going well and said 70 classic cars were present and all lots were full in addition to five (5) food trucks and 15 vendors. The next food truck event is being planned for September 14. This week was also back-to-school night and all teachers and educators got 10% off purchases. The following week a chef will be present and will prepare food from the market. Musicians are also scheduled. Commissioner Chase stated the events illustrate the potential for that end of the complex.

Town of Montville--Parks & Recreation Commission
Regular Meeting Minutes
Wednesday, August 18, 2021

c. CARES Act Money

Commissioner Stone reported he and Chairperson Southard have been in contact with the Town Councilors of the Cares Act Subcommittee and said the development plan for parks discussed at the last Commission meeting were submitted and all would be considered. But he also said a conceptual plan was still needed to submit to the Town Attorney.

11. New Business

a. Eagle Scout Project.

This Item was moved up on the Agenda to Item 5.a.

b. Ideas for New Programming.

Chairperson Southard said she spoke with Commissioner Stone yesterday about returning this item to the agenda which was removed due to Covid. Commissioner Stone said there are new members on the Commission who may bring forth new ideas,

12. Communications -- None

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

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

14. Remarks from Town Council Liaison.

Town Council Liaison Rix remarked she was very impressed with the scout project that was presented and said she has not been to the Farmers Market yet although her mother brings her corn from it. She also commented lots of commissions have removed "non-agenda" remarks from their agenda.

15. Remarks from Parks & Recreation Director Bushway.

Director Bushway remarked on prior scouting projects and a list of items he and Public Works Director Bourdeau prepared of things they wanted to have done. Some scout projects have included bat houses, kiosks, and picnic tables. He also remarked Town Councilor May's son did a posting of trees on trails and said schools come to the Department for specific needs.

16. Remarks from the Commissioners.

Commissioner Carver remarked to Town Councilor Rix on her comment about Agenda Item 13 and said what a spiritual joy to strike non-agenda items referencing past Board of Education meetings where remarks were turned away.

17. Adjournment

Motion by Commissioner Carver; seconded by Commissioner Beaupre to adjourn the meeting at 7:29 p.m. Discussion: none. Voice vote: 9-0, 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.**