

TOWN OF MONTVILLE
Parks & Recreation Commission
Regular Meeting – October 20, 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 6:31 p.m.

2. Pledge of Allegiance.

All stood and pledged the flag.

3. Roll Call.

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

4. Adjustments to the Agenda. -- *None*

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

Chairperson Southard 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 September 15, 2021.

Motion by Commissioner Stone; seconded by Commissioner Beaupre to approve the Regular Meeting Minutes of September 15, 2021. Discussion: None. Voice vote: 8-0, all in favor. Motion carried.

7. Recreation Director's Report for October 2021.

In addition to his October 2021 report, Director Bushway stated he is working on a trail grant per information submitted to him by Mayor McDaniel concerning a \$2 million State grant with a deadline of November 1. Grant funds are being sought for an 8–10-mile trail within Camp Oakdale that is also included in the CIP. Engineering specifications would be needed for the \$300,000 -- \$400,000 if approved and the Town would be responsible for 20 percent. According to his telecom with the State Grant Coordinator, funds will be available for at least three (3) years. Chairperson Southard asked if people know the Holiday Parade will take place this year. Director Bushway replied notice was put in the Community Booklet and said the MHS Band and Choir have committed for the event.

8. Report from Finance.

Director Bushway stated he just received FY 2020/2021 Finance Report, but said there are balances due to Covid backlogs. Commissioner Stone thought the Commission was to approve the transfer of funds at year's end and asked whether the \$5,000 Holiday Decorations line item was zeroed out. Director Bushway responded Finance does year-end line item transfers and presents them to the Town Council and also reported the Holiday Decoration line item was zeroed. Commissioner Stone asked Director Bushway to check with Public Works to make sure they received the funds for holiday decorations.

9. November Newsletter – *No comments*

10. Parks and Facilities

a. Walk Arounds

Chairperson Southard stated the Commissioners would report on their tours and review of Department properties as follows:

- **Camp Oakdale Sports Fields, Courts, and Play Area**—Commissioner Matthewson distributed a handout with commentary on the four (4) soccer fields, basketball courts, baseball field, football practice and game fields, and play area. She reported on the conditions and the need for fencing and lighting at Soccer Field #1; removal of storage containers at Soccer Field #2; no improvement needed for Soccer Field #3; repaving of Basketball Courts; installation of scoreboard, bleachers, removal/replacement of wooden stand at Baseball Field; removal of poisonous vegetation and wire fencing at Football Practice Field; repair parent seating in Play Area; repaint goal posts on Football Game Field; and install fencing, remove poisonous vegetation, establish a walkway, and level off or install drainage at Soccer Field #4.
- **Camp Oakdale Trails**—Commissioner Stone distributed a handout and reported conditions and remedies over time of the trails that encompass the area, the lack of identifying signage onsite, the lack of information on the Town website, deteriorating fences as well as the scenic views. Director Bushway took the opportunity to delineate the proposed location of the “grant trail” of 8.8 miles that will not require tree removal.
- **Mostowy Property**—Commissioner Clang commented and inquired of Director Bushway where trails on the property can connect to Camp Oakdale. He spoke of an existing trail that encircles the area with a clear area in the middle, overgrowth of foliage, a road that drops down to a creek, a small creek near lower side of football field that may need a footbridge, and property that is not cleared. The Commission discussed a possible horse trail and plans by Public Works to remove structures on the property.
- **Tennis Courts and Dog Park**—Commissioner Gladue reported on a need for picnic tables, benches for seating, coverage from the sun, and a pump to obtain water. She also reported the Dog Park is really great and the tennis courts will be redone.
- **Camp Oakdale Large Pavilion**—Chairperson Southard reported on the need for a fresh look by painting, roofing, replacing grills, power washing ceilings, repair of rot on pylon, remove vegetation and a repair holes on perimeter fence, the yellow pipe that goes to where, and plantings around the outhouse. She also reported the volleyball court area was repaved and the wooden fence was sturdy.

- **Camp Oakdale Small Pavilion**—No report as Commissioner Chase was absent.
- **Community Center**—Commissioner Carver reported the left side of the parking lot has potholes, the playground is in good condition, and he did not speak with Youth Services about the conditions inside the facility.
- **Kobyluck Field**—Commissioner Schober reported the paving should be made even for walking down to the parking lot.
- **DesJardins Place**—Commissioner Beaupre reported taking pictures of the area and said the location address (Fitch Hill Road on Route 395 toward Norwich) did not take him to the spot. He also reported the location needs a sign as it cannot be seen from the road but has a paved path in decent condition with mowed grass. The playground and basketball court had some wash out from the storm and require benches or picnic tables for seating. There is also a post at the playground with no sign.

Per discussion, Commissioner Matthewson also asked if changing tables could put in the bathrooms at Camp Oakdale. Commissioner Stone commented there was a lot information presented that needs to be put in writing as a map or plan for Public Works. He also suggested identifying projects for the Boy Scouts. Chairperson Southard stated she would compile the list and send it to Public Works. Commissioner Beaupre added some of the items are repairs and others are minor improvements or annual ones as either CIP or Special Revenue projects.

11. Unfinished Business.

a. Development of Parks & Recreation Logo

Commissioner Carver brought templates of a Dog Park logo and more generic signs for Recreation and the Camp Oakdale small and large pavilions. He said the designs can be ready in 1-2 days. Commissioner Stone commented favorably on the font for the signs--Recreation Facility, Athletic Complex, Dog Park, and Camp Oakdale Pavilion 1 and Camp Oakdale Pavilion 2—and said they should be given to Public Works for installation. Commissioner Beaupre spoke of a vision for the signs and material makeup of them that should be given to Public Works and sourced. Commissioner Stone added Commissioner Chase was obtaining street numbers to put on the signs to identify the five (5) main complexes.

b. Farmers Market

Chairperson Southard reported there was a Halloween Bash at last night's final season ending Farmers Market that was well attended. A debriefing meeting with the public for feedback is being planned although the Committee is aware of what was successful and what requires improvement. Commissioner Stone asked if it would remain at its present location or using the field off of Route 163. Chairperson Southard confirmed it would remain at its current location until Camp Oakdale is properly paved.

12. New Business.

a. American Rescue Plan Funds

Chairperson Southard spoke of the handout prepared by Commissioner Stone of Parks & Recreation ARPA Funding projects--Phase 1 totaling \$689,000 with additional pricing needed and Phase 2 totaling \$786,750—and of their attendance at the meeting about the funding. She

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questioned Director Bushway about the Fair Oaks Community Center field improvement. Commissioner Stone reported he attended the BOE meeting last night, to encourage their attention to their tennis courts indicating a need for more tennis courts than the four (4) at Camp Oakdale. Chairperson Southard stated she appreciated the Covid-19 Committee that advocated funds. Commissioner Gladue inquired if the new mower in Phase 2 would be shared with Public; Director Bushway responded it was a Public Works addition. Commissioner Stone responded to Commissioner Carver about a timeline for the phases, stating the funds are available, and referenced the Town bid process for the same.

b. Trick or Trunk

Chairperson Southard referenced posts on social media that the event is a walk-through. Commissioner Stone and Director Bushway stated he spoke with Patrick McCormack with Public Health who said the schools are doing well with Covid and did not want to ruin the progress having an event with a lot of people. Commissioner Stone spoke to the success of last year's event. Director Bushway reported 22 vehicles are participating with two (2) more signups occurring today. The event will be in the Tyl parking lot and has heard from three (3) Commissioners and three (3) part-timers who will volunteer.

c. Carnival 2022

Commissioner Matthewson reported the Committee met earlier this month and have a good plan for the event and thoughts on things to improve, but no detailed list at this time. She reported there is a lot of interest from vendors present last year who wish to participate. Director Bushway reported on a conversation with an ATM vendor used at Sailfest and said the band Fusion was sent a request to perform on Friday night.

13. Communications.

Chairperson Southard reported from Commissioner Chase on his pursuit of the \$1,000 from the contractor who agreed to pay for the parking lot damage at Oxoboxo Dam with assistance from Mayor McDaniel.

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

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

15. Remarks from Town Council Liaison.

Chairperson Southard remarked Town Councilor Rix was not present.

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

17. Remarks from the Commissioners.

Commissioner Stone thanked everyone for the walk-around reports and the time committed by the Commissioners. He also spoke of his appreciation to the Town Council and Covid-19 Committee to appropriate ARPA funds to the Department. Commissioner Beaupre commented on news regarding a proposed \$30,000,000 for a community center in New London and his comments during his time on the Commission about the Fair Oaks Community Center.

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Commissioner Clang proposed fund raising for a new, bigger Town community center. Commissioner Matthewson concurred with the remarks about the Community Center. Commissioner Carver remarked it was good to see everyone's face. Chairperson Southard remarked she would love a community center with a pool.

18. Adjournment.

Motion by Commissioner Carver; seconded by Commissioner Beaupre to adjourn the meeting at 7:49 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.**