



TOWN OF ESSEX
Park and Recreation Commission

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Telephone (860) 767-4340 x110 • FAX (860) 767-8509

Regular Members

Robert Russo, Chairman
Anthony Mosa
Douglas Senn
Virginia Willetts
John Bean

Alternates

Daniel Needleman
Brette Fitton

Unapproved

MINUTES
Tuesday, December 4, 2018

Call to Order and Attendance

The regular meeting of the Essex Park & Recreation Commission was conducted on Tuesday, December 4, 2018 Room B of the Essex Town Hall.

Attending Members:

Robert Russo
John Bean
Dan Needleman, Alternate seated for D Senn
Brette Fitton, Alternate seated for V Willetts

Absent Members:

Anthony Mosa
Virginia Willetts
Doug Senn

Staff:

Mary Ellen Barnes, Park & Recreation Director
Stella Beaudoin, Recording Clerk

R Russo called the meeting to order at 7:08p.m.

Approval of September 11, 2018 Special Meeting Minutes

MOTION made by D Needleman to approve the September 11, 2018 meeting Minutes as presented; **SECONDED**; J Bean; **Voting In Favor**: R Russo, J Bean, D Needleman, B Fitton; **Opposed**: None; **Abstaining**: None; **Approved**: 4/0/0.

1. Public Comment

There were no members of the public present.



2. Financial Reports

M. Barnes presented financials for fiscal year 2018/2019:

General Fund - M. Barnes provided an overview of General Fund and reviewed expenses. The General Fund is overbudget due expenditures made for remediation of the ball fields. As a result of the heavy fall rain, the river broke and flooded the bank creating major damage to the ball fields. Joe Kuzaro Professional Field Care handled the remediation at a cost of \$5,200.

M Barnes reported that the budget for the tennis courts reflect a surplus due to the incumbrance which has been set aside for predetermined court work. M Barnes stated that she will look for a reputable tennis surfacing company to complete the work.

Program Revenue Fund - M Barnes provided an overview of the Program Revenue Fund and reviewed programs, noting that this fund remains in the black. M Barnes stated that the Department is on point from the last fiscal budget with expenses a bit higher as a result of a carryover expenses from last year.

Miscellaneous Programming - M Barnes reported that the miscellaneous programming ncludes all of those activities outside of basketball, tennis and track. These programs continue to bring in a good revenue.

M Barnes reported that there are funds encumbered for projects to include tree work, etc., with a good deal of the work to be done in the Spring.

MOTION made by B Fitton to approve the Financial Report as presented; **SECONDED**; D Needleman; **Voting In Favor**: R Russo, J Bean, D Needleman, B Fitton; **Opposed**: None; **Abstaining**: None; **Approved**: 4/0/0.

3. Director's Report / Parks & Program

Park Events

- **Ivoryton Illuminations** – Ivoryton Park – Runs through the month of December.
- **Essex Youth Basketball Grades K-6th league**:
16 boys Grades 4-6 (combined from all 3 towns); 11 boys Grade 3; 8 girls Grade 3;
17 K-2 * starts in January 2019. Tim LaChance is the program coordinator and there are a total of 52 players signed up.
- **Buddy Basketball** – starts in January 2019. Melissa Burch is the program coordinator. This program is completely community supported with volunteer coaches and “Buddies”



M Barnes reported that due to the great demand, the Department is currently running 2 sessions of Engineering. Session 1 was filled so the second session was added.

- **Adult Yoga** – Continues to have 10 plus participants each session.

Spring/Summer 2019 Programming

M Barnes reported that the Department is currently working on the 2018 Spring Summer Brochure and will be looking forward to some returning favorites; Running Rams, Tennis, Archery, Cooking along with a few new programs to include; Dance, German Culture, (Digital) Photography and Letter writing. Summer camp will run for 7 weeks with some new and exciting themes and field trips.

- **Essex go Bragh – March 9, 2019**

A brief conversation on whom the Commission will nominate to serve as this year's Grand Marshal. Further discussion to follow.

D Needleman suggested additional police interaction for the Essex go Bragh event to aid in the direction and oversight of traffic. M Barnes will look into additional police presence.

Parks Update

Main Street Park

Slit seeding was done in the fall and we are very hopeful that our turf will continue to improve in the Spring

Grove & Tennis Courts

A swing that needed repairs was removed and parts ordered have arrived. M Barnes reported that Jim Barnes will repair the swing and it should soon be back up and operational.

Tennis court nets and wind screens have been taken down and the courts have been locked for the season.

Dickinson Park

No Updates

Sunset Pond

No Updates

Ivoryton Green

Ivoryton Illuminations will run through the month of December.



Comstock Park

M Barnes commented on the flooding in the park that occurred this fall creating significant damage to the playing fields. The remediation is not covered by insurance however a record was kept and submitted it as part of a regional report to DEMIS for inclusion for a possible FEMA reimbursement. A preliminary assessment is being conducted to determine if the Town has reached a regional threshold. Professional Field Care repair assessed the damage and utilized the park maintenance account. M Barnes stated that she hopes to receive some type of reimbursement and indicated that she will keep the Commission updated.

Clark's Pond

No Updates.

Viney Hill Brook Park

M Barnes reported that the gate to the lower parking lot is closed for the winter season.

Hubbard Park

No Updates.

4. New Business

a. Options of Expanding Grove Street Park and the Feasibility of Installing a Flash Pad

M Barnes reported that she researched the installation of a splash pad and noted that when the Town of Old Saybrook installed a 30 x 30 splash pad 12 years ago the cost was \$75,000 and a cost of \$20,000 is incurred for water annually. The Town of Milford installed their splash pad this year at a cost of 400k and a cost of \$60-80k is incurred for water annually.

Members discussed installation of smaller scale fountain-type cooling station alternatives noting that the size of 15x15 would accommodate.

5. Commission Overview

a. Appointment of Commission Chair

MOTION made by to B Fitton to nominate R Russo as chair; **SECONDED**; D Needleman; **Voting In Favor**: R Russo, J Bean, D Needleman, B Fitton; **Opposed**: None; **Abstaining**: None; **Approved**: 4/0/0.

b. Approve 2019 Commission Calendar

MOTION made by D Needleman to approve the 2019 Meeting Calendar ass presented; **SECONDED**; J Bean; **Voting In Favor**: R Russo, J Bean, D Needleman, B Fitton; **Opposed**: None; **Abstaining**: None; **Approved**: 4/0/0.



Members briefly discussed the success of this year's Pumpkin Festival. M Barnes reported that the Bushy Hill Nature Center provided all of the pumpkins and handled all of the carving.

6. Public Comment

There was no public comment.

7. General Discussion

M Barnes showed members pictures of the tree that the Park and Rec Department contributed to this year's Festival of Trees. The trees that are contributed to the Festival are raffled off as a part of Child and Family fundraiser.

M Barnes reported that in response to previous discussions related to the usage of social media as a marketing tool, the Park and Rec Department has created a Twitter Account.

8. Adjournment

MOTION made by B Fitton to adjourn at 7:58pm to the next regularly scheduled meeting which will be conducted on Tuesday, January 8, 2018 Essex Town Hall, Conference Room B; **SECONDED**; D Needleman; **Voting In Favor:** R Russo, D Needleman, J Bean, B Fitton; **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0.

Respectfully submitted,

Stella C. Beaudoin
Recording Secretary

