

# ESSEX PARK AND RECREATION COMMISSION

## MINUTES

### January 4, 2012

(Please note these minutes have yet to be approved)

Mike Holmes called the meeting to order at 7:05pm

Members Present: Anthony Mosa, James Rawn, Robert Russo, Mike Holmes

Park and Recreation Director Rick Audet and Program Coordinator Mary Ellen Barnes were also present.

#### **Attendance:**

Mike Holmes reviewed Attendance Calendar and recognized Tony Mosa for perfect attendance in 2010 and 2011.

#### **Approval of Minutes**

*Motion was made by Robert Russo to accept the minutes from the December 7, 2011 regular meeting. Jim Rawn seconded the motion and it was unanimously approved. Motion carried*

#### **Public Comment:**

No Public Comments

#### **Financial Updates**

Financial Reports were reviewed by Rick Audet. Mr. Rawn requested that the next financial reports for the special revenue fund indicate the deletion of the 20,000 in Town support for this fiscal year.

*Motion was made by James Rawn to accept the financial statements as presented. Tony Mosa seconded the motion and it was unanimously approved. Motion carried.*

#### **Director's Report**

- A. Review and summary of Inland / Wetland permits to be submitted for Viney Hill Brook Park and Sunset Pond. Permission for clearing a portion of the bank of trees and growth for better fishing access at Viney Hill Brook Park has already been granted, need not attend meeting.
- B. Report and summary of Ivoryton Library contacting the Park and Recreation Department to obtain park use permits for their fundraiser requests on June 30 at Comstock and Sep 1 or 2 at Ivoryton Green.

#### **Program Manager's Report:**

Mary Ellen Barnes reviewed the present programs, discussed the future planned programs. She reported that the Winter Basketball League is underway and we have approximately 150 participants with approximately 50 parent & student volunteers assisting with the program. In addition our Indoor LAX programs are also well attended and we are already in the planning stages for our Summer Camp.

**Parks Update:**

All parks set for winter. Full status and 2012 maintenance plan will be presented February 1, 2012 Commission meeting.

**New Business**

- A. FY 2012-2013 Park and Recreation Department General Fund and Special Revenue Budget Request:  
Rick Audet Reviewed the proposed budget. The commissioners made amendments to the proposed budget.

*Motion was made by Robert Russo to accept the Recreational Department General Fund and Special Revenue Budget Request as amended and adopted by the Commission and to submit to the Selectman's Office. Tony Mosa seconded the motion and it was unanimously approved. Motion carried.*

Capital Improvement Program / Sinking Fund Request

Rick Audet reviewed the proposed sinking fund request along with an outline of the capital improvement program for the Recreational Department. The commissioners made amendments to the proposed CIP / Sinking Fund budget.

*Motion was made by Tony Mosa to accept the Sinking Fund Request as amended along with the Capital Improvement Project indicating the three capital improvement projects that have been identified as a priority be submitted to the Selectman's Office. Robert Russo seconded the motion and it was unanimously approved. Motion carried.*

- B. Essex Basketball Center (EBC):

Jim Rawn recommended that a letter of thanks be sent to the Bauman Family Foundation on behalf of the commission for their generous donation to the EBC Fund.

Jim Rawn also stated that we need additional volunteers to help with the commercial aspect of the project and suggested an informational session be scheduled.

**Commission Overview:**

None

*Motion was made by Tony Mosa to adjourn at 9:30 pm. Jim Rawn seconded the motion and it was unanimously approved. Motion carried.*

Respectfully submitted,  
Mary Ellen Barnes  
Essex Park and Recreation