

ESSEX PARK AND RECREATION COMMISSION

June 5, 2013

MINUTES

(Please note these minutes have yet to be approved)

Chairman Mike Holmes called the meeting to order at 7:00pm.

Members Present: Mike Holmes, Cathy Bishop, Tony Mosa, Bob Russo, Jim Rawn. Ed Burleson arrived at 8:00 pm

Park and Recreation Director Rick Audet & Program Manager Mary Ellen Barnes was also present.

Approval of Minutes

Motion was made by Cathy Bishop to accept the May 1, 2013 minutes as presented. Bob Russo seconded the motion and it was unanimously approved. Motion carried

Public Comments:

Alex Cassells and Jimmy Nettleton, both students at VRHS were present as part of their Civics in Action Project. Both students have been involved in park cleanup at Ivoryton Park.

Financial Updates

General Fund Financial Reports were presented by Rick Audet and reviewed by the commission. Mary Ellen Barnes reviewed the Program Revenue Fund with a general discussion of year to date revenues and expenses for each program as well as the Special Revenue Fund totals year to date.

Motion was made by Cathy Bishop to accept the financial statements as presented. Bob Russo seconded the motion and it was unanimously approved. Motion carried.

Directors Report:

(Attached)

Program Managers Report:

Mary Ellen Barnes reported that Summer Program Registration is underway, there good response thus far.

Parks Report:

(Attached)

Old Business:

- A. Main Street Park Embankment Project
- B. 2013 Lions Club & Park and Rec Commission Project: Viney Hill Brook Park Awning
- C. Signs in Town Parks
- D. Civic Campus STEAP Grant: Grove Street Park Playground & Tennis Court

Main Street Park Embankment Project:

The engineer we have hired along with Joe Budrow walked through the park and made some suggestions regarding stabilization using natural native plantings. He will submit an initial draft plan soon.

2013 Lions Club Awning Project at Viney Hill Brook Park:

Commission chair suggested that a meeting of the subcommittee and the Lions Club should be scheduled to discuss a timeline. Cathy Bishop met with Dan Mercuri to review plans re: the dog park agility equipment. She is waiting on a material list.

Signs in Town Parks- Tabled

Civic Campus STEAP Grant: Grove Street Park Playground & Tennis Court

Rick Audet updated the Commission on the status of this project. He reviewed the proposed site plans and playground plans.

Commission Overview:

Discussion about the July & August regularly schedule meetings.

Motion was made by Tony Mosa to cancel the July 2013 & August 2013 regularly scheduled meeting. Cathy Bishop seconded the motion and it was unanimously approved. Motion carried

Public Comment:

None

General Discussion:

Cathy Bishop asked about the status of the recycle bin as presented in a previous meeting. Mike Holmes stated that the information was given to the Selectman's Office to see if they could incorporate it into the new civic campus.

Motion was made by Tony Mosa to adjourn at 8:25pm. Bob Russo seconded the motion and it was unanimously approved. Motion carried.

Respectfully submitted,
Mary Ellen Barnes
Essex Park and Recreation

Director's Report – 6/5/13

- \$16,219.89 – FEMA reimbursement Main Street Park embankment damage / mitigation
- Valley Regional's Community Service Day – June 7 / painting Ivoryton Gazebo wood rails
- Response from CIRMA on fencing Hubbard Park
- Special Revenue Policy – cap amount and purchasing – policy was finalized
- Attending NEPA Turf Day and CRPA Summer Quarterly in South Windsor June 6

Parks Update

June Events

June 1	Main Street Park	Madsen / Nowak wedding
June 16	Main Street Park	Dr. Baldwin Memorial
June 16	Main Street Park	Community Music School concert
June 22	Grove Street Park	Run for Chris
June 29	Main Street Park	Storms Wedding
June 30	Main Street Park	Corey Wedding (not confirmed)

Main Street Park

Comprehensive over seeding, slice seeding, aeration performed in addition to contract
Water meter was tested and found to be working properly
Turf is in decent condition, lots of clover present / landscape beds look fantastic thanks to GC

Dickinson Park

Met with Garden Club on site, requested tree warden to perform walk-through and schedule tree maintenance as necessary

Hubbard Park

Moved scoreboard outlet eliminating trip hazard
Light fixture repaired on the snack shack building and motion sensor installed
Adding fence extension to basketball court perimeter / north side??? (met onsite w/ CIRMA)
New court walkway scheduled install June 10
Replaced missing plate on basketball court rim
Baseball turf and field in good condition / outer grass areas are an area of concern to overseed in fall

Grove Street Park

Weed control walking trail

Tennis court lights repair completed / installed new ballasts and bulbs on SW pole

Sprayed for wood bees present in playground area

Sunset Pond

Grading of embankment completed

PW to maintain grounds and mowing

Water treatment scheduled for June now

Ivoryton Green

Grass seed and seed accelerant on asphalt path we removed / grass growing splendidly

Pruning of dogwood tree completed

Replaced broken fence rails

Landscaped bed mulched, preen app, weeded

Irrigation line repairs completed from storm damage

Comstock Park

Graffiti on new dugouts

Baseball fields and grounds in nice condition

Clark's Pond

Work order for a second repair to driveway

Water treatment scheduled for June now

Viney Hill Brook Park

First of 4 organic fertilizer applications performed /

18-0-5 51% TruNatural (Nitrogen, Potash) 4.17lb/1000sq. ft.

PW worked to cut back growth over driveway

Weed whacking and general maintenance performed

Beach needs to be York raked and lines and bouys set out / work order sent in for this.