

TOWN OF ESSEX  
Park and Recreation Commission

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29 West Avenue • Essex, Connecticut 06426  
Telephone (860) 767-4340 x110 • FAX (860) 767-8509

**Regular Members**

*Robert Russo, Chairman*  
*John Bauman*  
*Thomas Clerkin*  
*Anthony Mosa*  
*James Rawn*  
*Douglas Senn*  
*Virginia Willetts*  
*Edward Burleson, Alternate*  
*Peter Sarner, Alternate*

Unapproved

**MINUTES Wednesday, May 4, 2016**  
**Regular Meeting**

**Call to Order and Attendance**

The regularly scheduled meeting of the Essex Park & Recreation Commission was conducted on May 4, 2016 in Conference Room B, of the Essex Town Hall.

**Attending Members:**

Robert Russo  
Douglas Senn  
Anthony Mosa  
Thomas Clerkin

**Absent Members:**

Edward Burleson  
Peter Sarner  
James Rawn  
Virginia Willetts

**Staff:**

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

R. Russo called the meeting to order at 7:00 p.m.

**Approval of February 3, 2016 and March 2, 2016 Regular Meeting Minutes**

**MOTION** made by A. Mosa; to approve the February 3, 2016 meeting Minutes as presented.

**SECONDED:** D. Senn; **Voting In Favor:** R. Russo, D. Senn, A. Mosa, T. Clerkin; **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0.

**MOTION** A. Mosa; to approve the March 2, 2016 meeting Minutes as presented. **Voting In Favor:** R. Russo, D. Senn, A. Mosa, T. Clerkin; **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0.

**Public Comment**

There were no members of the public, present.

### **Financial Reports**

M. Barnes provided the commissioners with previous expenditures on behalf of Park and Rec, and discussed the general fund budget. M. Barnes stated that an expenditure for fence repair is pending and she also anticipates funding for remediation at both of the Comstock fields.

J. Kuzaro, Professional Field Care, will handle the beautification in some of the parks, i.e., edging, etc.

As related to the mowing budget, M. Barnes stated that there is available funding through the end of the fiscal year to revamp/resurface and re-clay the ball field.

M. Barnes reported that the water has not yet been turned on and she feels confident that the budget provision for water is ample through the end of this fiscal year.

M. Barnes stated that the budget is in good shape.

R. Russo stated that re-planting is necessary in the Main Street Park.

M. Barnes suggested moving the location of the plantings out of the mowing area. M. Barnes stated that she met with the Essex Garden Club to discuss the location of the plants and it was agreed that they should be relocated down-slope. M. Barnes will suggest to the Garden Club that J. Kuzaro, Professional Field Care, handle the plant installation.

M. Barnes reported the Program Revenues year-to-date at \$78,656, and the prior year was at \$82,997, and she reported that the Park and Rec budget is currently in the black.

### **Director's Report / Parks & Program**

M. Barnes reported that all the spring work has been completed; mulch has been delivered, the gate at Viney Hill Brook Park is now open and Atlas Fence has repaired the stockade fence at Ivoryton Green.

M. Barnes reported that the town of Essex is applying for a Main Street investment opportunity for improvements to Hubbard Park. There will be a proposal to combine the sidewalks and crosswalks with those on North Main Street.

M. Barnes asked members to save the Date of October 22, 2016 for the Pumpkin Festival. The Park and Recreation Department is working in partnership with the Ivoryton Library and both entities will look for additional volunteers and pumpkin donations.

Park and Rec will host eight summer concerts beginning on June 29<sup>th</sup> which will occur on Wednesday's in Essex Village and on Tuesday's in Ivoryton Village.

Park Usage Requests have been received by Essex Little League (ELL) and the Babe Ruth League. They will be working together for scheduling at Comstock Field. The ELL opening Day was April 30<sup>th</sup>.

An Annual National Day of Prayer Services will be conducted on Thursday, May 5<sup>th</sup> at the Ivoryton Park.

The Essex Garden Club May Market is scheduled for Mother's Day Weekend on Saturday, May 7<sup>th</sup>.

Burning of the Ships Parade is scheduled on Saturday, May 14<sup>th</sup>.

Literacy Volunteers Road Race will be conducted on Saturday, May 21<sup>st</sup> at Grove Street Park.

The Community Music School will host a Concert on Sunday, June 5<sup>th</sup> at Main Street Park.

Friends of the Library, Touch a Truck will be on June 11<sup>th</sup> at Grove Street Park.

The Essex Land Trust Concert will occur on June 12<sup>th</sup> at the Main Street Park

The Spectrum Gallery Art Show will be held on June 18/19<sup>th</sup> at the Main Street Park.

Run for Chris will occur on June 25, 2016 at the Grove Street Park.

The Ivoryton Farmers Market will start up again on Saturday June 18<sup>th</sup> from 10:00am-1:30pm.

The Ivoryton Library will host Story Hour at the Ivoryton Park beginning Thursday, June 16<sup>th</sup> from 9:30-10:30.

The Ivoryton Alliance has scheduled the Independence Day Parade & Patriotic Celebration for Saturday, July 2<sup>nd</sup>, kicking off at 10:00am.

Child & Family Services has scheduled their annual Car Show at Hubbard Park for Monday July 4<sup>th</sup>.

Our Lady of Sorrows will sponsor a Craft Fair on July 16<sup>th</sup> at the Main Street Park.

The First Congregational Church will host a Big Band Concert on July 30<sup>th</sup> at Main Street Park (Rain Date July 31<sup>st</sup>).

The Essex Lions Club will host their Lobster Fest on August 6<sup>th</sup> at the Main Street Park.

The First Baptist Church will host their 24<sup>th</sup> Annual Craft Fair on August 20<sup>th</sup> at the Main Street Park.

Essex Little League opening day was Saturday April 30, 2016 and there were 120 children participating.

### **Comstock Park**

R. Russo suggested the installation of trees along bank of the stream in Comstock Park. The trees would provide shade for the onlookers at the games and they would also serve to deflect balls from entering the street. M.E. Barnes and D. Senn will visit Comstock Park on Friday, May 6 at 11:00a.m.

### **New Business**

There was no new business.

### **Old Business**

#### **a. Comstock Field Improvements**

J. Bogaert has completed the awning project at Viney Hill Brook Park. R. Russo suggested the placement of J. Bogaert's name on a placket to be situated on the Pavilion, in recognition of his hard work.

### Commission Overview

#### **a. Meeting Calendar**

R. Russo asked members if there was another day or time on which to conduct the Park and Recreation Commission meetings, that would be more accommodating to the member's schedules. Members agreed to conduct the regularly scheduled Park and Recreation Commission meetings on Tuesdays, moving forward. The next meeting of the Essex Park and Recreation Commission will be conducted on Tuesday, June 7, 2016 at 7:00 p.m. The monthly Park and Recreation Commission meetings will be moved to the first Tuesday of the month, effective June 1, 2016.

**MOTION** made by R. Russo to change the monthly Park and Recreation Commission meetings to the first Tuesday of the month, effective June 1, 2016; **SECONDED:** A. Mosa; **Voting In Favor:** R. Russo, D. Senn, T. Clerkin, A. Mosa; **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0.

R. Russo commented on the previous Capitol improvement plan which was made a part of the materials distributed by M. Barnes this evening. R. Russo asked that the four members present volunteer to visit the larger parks, take photos and look around to determine if there have been any changes within the park. Main, Hubbard, Viney, Clarks and Comstock. D. Senn volunteered to review Hubbard Park. A. Mosa volunteered to visit Sunset Park, T. Clerkin will visit Clark's and R. Russo will visit Main Street Park. R. Russo suggested that members look at docks, parking, etc., take pictures and make notes on the condition of the parks and come back at the June meeting with thoughts on what the potential Capitol needs will be for future expenditures.

### Public Comment

There was no Public comment.

### General Discussion

There was no further discussion.

### Adjournment

**MOTION** made by D. Senn to adjourn at 7:35 p.m. to the next regularly scheduled Park and Recreation Regular Meeting to be held on Wednesday, April, 6, 2016 at the Essex Town Hall, 2<sup>nd</sup> Floor Conference Room B, 29 West Avenue at 6:00 p.m.; **SECONDED:** A. Mosa **Voting In Favor:** R. Russo, D. Senn, T. Clerkin, A. Mosa; **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0.

Respectfully submitted,

Stella C. Beaudoin  
Recording Secretary