

TOWN OF ESSEX
Park and Recreation Commission

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, November 4, 2015 - Regular Meeting

Call to Order and Seating of Members

The regularly scheduled meeting of the Essex Park & Recreation Commission was conducted on November 4, 2015 in Conference Room B, of the Essex Town Hall at 7:00 p.m.

Attending Members:

Robert Russo
Virginia Willetts
James Rawn
James Rawn
Edward Burleson arrived at was seated for D. Senn

Absent Members:

John Bauman
Thomas Clerkin
Anthony Mosa
Douglas Senn

Staff:

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

R. Russo called the meeting to order at 7:03 p.m.

Approval of October 7, 2015 Regular Meeting Minutes

MOTION made by A Mosa to approve the October 7, 2015 Regular Meeting Minutes as presented;
SECONDED: V. Willetts; **Voting In Favor:** R. Russo, V. Willetts, J. Rawn, A. Mosa, E. Burleson;
Opposed: None; **Abstaining:** None; **Approved:** 5/0/0.

Public Comment

There was no public comment.

Selectman's Report

First Selectman, Norman Needleman previously reported at the Special Meeting.

Financial Reports

M. Barnes reported that the Finance Department was not able to produce the financial reports until late afternoon due to the closure of the Town Office building on election day. M. Barnes reported that the revenue budget is still in the black by \$16,000.

MOTION made by J Rawn to table consideration of the financial reports until the December 2015 regularly scheduled meeting; **SECONDED:** A. Mosa; **Voting In Favor:** R. Russo, V. Willetts, J. Rawn, A. Mosa, E. Burleson; **Opposed:** None; **Abstaining:** None; **Approved:** 5/0/0.

Director's Report / Parks & Program Update

M. Barnes reported that the Main Street Park has been updated. The plumbing has been shut off in the past few days in all of the irrigated parks and the winterization has been completed by the irrigation company.

M. Barnes stated that she spoke with a representative of Bogaert Construction today and she is awaiting a response for the estimated time of completion on the construction and installation of the awning on the pavilion at Viney Hill Brook Preserve.

M. Barnes stated that the Pumpkin Festival which occurred on October 24, 2015 on the Ivoryton Green went very well. M. Barnes noted that while it is difficult to judge how many people were in attendance, the festivities transitioned into a large, well-attended community event. A Mosa offered horse and buggy rides and V. Willetts staffed the popcorn snacks distribution which was provided by Deep River Snacks. Both of those events were very well received. There was one box of snacks left remaining at the end of the festival and M Barnes brought them to the food bank along with the left over cider and donuts.

M. Barnes reported that there were 30+ volunteers from Valley Regional High School. There were many groups of family volunteers from the community and a total of 150 pumpkins were carved between the hours of 1:00 and 4:00 p.m. The individual pumpkin donors this year were R. Russo, D. Senn, S. Malin, Jennifer Lynch. The group of pumpkin donors were comprised of the Ivoryton Village Alliance and the Police Union, for a total donation of 200 pumpkins.

M. Barnes reported that Tim, the Park and Recreation aide, worked extremely hard during the festival. Tim enjoys recreation and he will be managing the referee coordination for this year's basketball clinic.

M. Barnes stated that in the future, she will add a large barrel for trash and she will order more lights for the pumpkins, however she noted that moving forward there is not much that she will change related to this program. M. Barnes extended her thanks to all of the volunteers and for the community support.

R. Russo stated that the spooky movie feature was a great idea and there were quite a few people sitting on hay bales watching. There were many people enjoying the local restaurants and it was suggested that M Barnes speak with the Blue Hound Restaurant and request that they participate with an outside activity next year.

M. Barnes stated that there will be lower participation with the basketball clinic this year due to smaller numbers at Essex Elementary School. Grades 4-6 were combined in order to provide solid teams and there are three Essex students participating this year. M. Barnes stated that she is in desperate need of a boys, 4-6 grade basketball coach which is scheduled to begin on November 19, 2015. M. Barnes stated that the Commission is utilizing social media, and there are over 1500 people on the email list and over 500 friends on Facebook.

M. Barnes reported that the new program, Cooking with Kids is completely filled. There is a 14 person limit and it is offered to students in grades 3-6.

Grove Street Park

- DPW will perform the final fall cleanup in November when all the leaves are down.
- No Updates.

Sunset Pond

- Final Fall Cleanup is scheduled when the all the leaves are down.
- Local resident, Susan Malan volunteered to planted daffodil bulbs month for spring bloom.

Ivoryton Green

- Final Fall Cleanup is scheduled when the all the leaves are down.
- Irrigation Systems is off and winterization is was complete.

Comstock Park

- Final Fall Cleanup is scheduled when the all the leaves are down
- Upgrades to park See Old Business

Clark's Pond

- Final Fall Cleanup is scheduled when the all the leaves are down

Viney Hill Brook Park

- Final Fall Cleanup will be done of park and dog park when all the leaves are done
- No updates from Bogaert Construction as to completion of awning project - LMTCB

Hubbard Park

- The playing field infield upgrades are complete this includes clay conditioning and re-sodding the infield.

Dickinson Park

- Garden Club completed their fall park cleanup.
- Final Fall Cleanup is scheduled when the all the leaves are down.

Main Street Park

- Garden Club completed their fall park cleanup.
- Final Fall Cleanup is scheduled when the all the leaves are down.
- Winterization is complete.

New Business

A. Mosa questioned the effective date of the Ordinance and R. Russo stated that the new ordinance must be voted on at a Town meeting, and it then will take effect 15 days thereafter. R Russo will monitor the progress of the Ordinance.

Old Business

M. Barnes reported that she spoke with John Guskowski, Essex Town Planner regarding the poor condition of the field in the small field at Comstock and inquired about grant funding that would subsidize the upgrades.

J. Guskowski suggested that the Commission pursue a STEEP Grant and he also suggested that M. Barnes have a discussion with the Board of Selectmen on how to proceed. J. Guskowski also suggested that the Commission consider adding this item to their Capital Improvement Project. M. Barnes stated that the Major League has a grant that cycles through a few times per year. M. Barnes will ask Joe Kuzaro to provide a quote on creating a skinned infield and a softball field to be ready by spring 2016.

Commission Overview

An overview of activities and related reports were previously discussed.

E. Burleson stated that he would like the Commission consider a tri-town regionalization of Park and Recreation. Regionalization might offer the viability of a recreation center.

J. Rawn suggested that the Commission reach out to Ruth Levy, Superintendent of Schools to engage in a tri-town dialogue.

M. Barnes stated that she has already regionalized track and tennis.

R. Russo asked if there were any members who might be interested in investigating the possible regionalization and noted that he will begin the research on this topic.

Approval of the 2016 Meeting Calendar

MOTION made by A Mosa to approve the 2016 meeting calendar as amended; **SECONDED:** V. Willetts; **Voting In Favor:** R. Russo, V. Willetts, J. Rawn, A. Mosa, E. Burleson; **Opposed:** None; **Abstaining:** None; **Approved:** 5/0/0.

General Discussion

No further discussion.

Adjournment

MOTION made by A. Mosa to adjourn at 8:02 p.m. to the next regularly scheduled Park and Recreation Special Meeting to be held on Wednesday, December 2, 2015 at the Essex Town Hall, 2nd Floor Conference Room B, 29 West Avenue at 6:00 p.m.; **SECONDED:** V Willetts **Voting In Favor:** R. Russo, V. Willetts, J. Rawn, A. Mosa, E. Burleson; **Opposed:** None; **Abstaining:** None; **Approved:** 5/0/0.

Respectfully submitted,

Stella C. Beaudoin
Recording Secretary