

# ESSEX PARK AND RECREATION COMMISSION

## MINUTES

### October 5, 2011

(Please note these minutes have yet to be approved)

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

Members Present: Michael Holmes, Anthony Mosa, James Rawn, Robert Russo, Cathy Bishop, Jack Spangler, Jack Lima, Ed Burleson,

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

#### **Approval of Minutes**

*Motion was made by Jim Rawn to accept the minutes of June 1, 2011 with spelling corrections and September 7, 2011 as presented. Bob Russo seconded the motion and it was unanimously approved. Motion carried.*

#### **Public Comment: Grove Street Park Tennis Courts:**

Walter and Regina Wiegert, who are neighbors of the Tennis Courts requested the lights be shut off at 9pm at the September 7, 2011 meeting. The couple stated that they were very appreciative of the compromise. Since that meeting the lights have been shut off at 9:30pm. Rick Audet reported that he has not received any questions or concerns about the new shut off times. The Wiegerts did have a concern that the lights do not shut off when people leave. Rick Audet will look into the costs of sensor lighting. Jim Rawn noted the insurance / risk management concern of tennis court lights being on a timer or sensor. Mike Holmes did notify the Commission and the Wiegerts that there is no funds to support replacing the lights with sensors but felt it would be a good idea to have the costs available for planning purposes.

**Basketball Center Update:** Jim Rawn presented the 2 components of the roll-out effort. The town-wide roll out to get major participation from the community and the other is spreading the awareness of the project. Mike Holmes stated that he and Tony Mosa have been meeting regularly to review the EBC roll out plan and that the major roll out actions are commencing now and through November.

#### **Financial Updates**

Financial Reports were reviewed by Rick Audet

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

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

- A. FEMA Meeting (\$\$6836.60 – post-Irene storm expenses)
- B. CIRMA LAP Risk Management Self-Assessment November 3
- C. Tennis Court hours
- D. Hubbard Baseball Field – banners / player use fees
- E. Essex Great Outdoors Pursuit
- F. Hubbard Irrigation

### **Program Managers Report:**

Mary Ellen Barnes gave a summation of the to date planning of the Pumpkin Festival and handed out day of assignments to the commission

### **Parks Update:**

#### **Main Street**

Fall aeration, seeding, fert performed

Irrigation system was assessed and repaired

Basic fall grounds maintenance ongoing

Fall mowing per contract ongoing.

Stump near water, tree warden told us he would have grinded, P&R needs to cover expense

#### **Ivoryton Green**

Fall aeration, seeding, fert performed in next week. Turf vendor was informed to improve quality of turf.

Split rail fence rails installed, fence post repaired by PW.

Raked, weeded, flower bed

Added topsoil to low areas and holes

Irrigation system was assessed and repaired

Basic fall grounds maintenance ongoing

Mowing per contract ongoing.

#### **Grove Street**

Professional Field Care performed post storm debris removal

All post storm tree work completed

Fall aeration, seeding, fert was performed in next week.

Basic fall grounds maintenance ongoing

Mowing per contract ongoing.

Recycle bin installed

Walking path needs to be addressed, spray overgrowth and topdress with new stone

#### **Hubbard Field**

Post storm tree work and debris removal completed

Fall aeration and seeding of outfield area has been completed

Infield has been aerated, seeded, fertilized

Irrigation system was assessed and repaired.

New batting cage to be installed during October.

#### **Tennis Court**

New center net strap installed.

Fence clearing ongoing.

Blow tennis court weekly per mowing contract.

#### **Dickinson Park**

No report.

### **Viney Hill**

Third of four organic fertilizer applications to turf area completed

Basic fall park maintenance ongoing

Work order to Public Works to clear the Conservation Commission area trail

All Habitat Services Phrag remediation project – they are awaiting a response from state on permit they filed, expect approval within 1-2 weeks

Lines and bouys have been stowed in shed.

### **Sunset**

No report

### **Comstock**

Basic fall grounds maintenance ongoing

Fall aeration and seeding of field areas is completed

Gazebo recently painted, will need a second coat

Gazebo cupola needs to be painted and installed

New stone needs to be placed in front of dugouts on Little League field in spring

### **Clark's Pond**

No noticeable storm damage

Park rules sign needs to be cleaned or possibly repainted/stenciled

Guide rail post at roadway, closest to driveway entrance, needs to be reset

Two low spots or pot holes in driveway need to be filled in / leveled

### **General Discussion**

Cathy Bishop notified the commission that her membership will expire in December and that she is willing to become a full member. Mike Holmes asked her to contact the Town Clerk, Fran Nolin to notify her of her interest in being a full member and what course of action does she need to take to become a full member and or stay on as an alternate.

*Motion was made by Mike Holmes to adjourn at 8:42 pm. Tony Mosa seconded the motion and it was unanimously approved. Motion carried.*

Respectfully submitted,

*Mary Ellen Barnes*

MaryEllen Barnes

Program Coordinator

Essex Park and Recreation