

ESSEX PARK AND RECREATION COMMISSION
MINUTES
December 7, 2011

(Please note these minutes have yet to be approved)

Mike Holmes called the meeting to order at 7pm.

Members Present: Anthony Mosa, James Rawn, Robert Russo, Cathy Bishop, Doug Senn.

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

Approval of Minutes

Motion was made by Tony Mosa to accept the minutes from the November 2, 2011 regular meeting. Doug Senn seconded the motion and it was unanimously approved. Motion carried.

Public Comment

Jake Curcaro introduced himself; he is a Valley Regional High School student who is interested in volunteering with Park and Recreation as part of his Civics in Action project.

Financial Updates

Financial Reports were reviewed by Rick Audet. Mr. Audet stated that the reports as presented incorporated Tropical Storm Irene expenses that we are hoping to be reimbursed for from the Town's contingency fund or via Town's efforts with FEMA.

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

Director's Report

- A. 2012 Essex Great Outdoors Pursuit schedule was presented as well as the Land Trust's idea to operate the Plunge as a fundraiser. It was agreed that the Commission supports the Plunge incorporating a Fundraiser and that this aspect is to be coordinated by the Land Trust.
- B. Morning with Santa event wrap-up was discussed.
- C. Inland / Wetland permits to be sought – Sunset Pond for drag line dredging / Viney Hill Brook Park to clear portion of bank for better fishing access.
- D. Capital Improvement Plan will continue to be refined and presented to BOF.
- E. Request from Halsband family for memorial bench was presented. It was agreed that we do not currently have a need or suitable location for the request at this time.
- F. 2012 Winter Brochure update – The brochure is available online and has been sent out electronically, copies are being printed now and will be available week of December 19.
- G. 2012 Commission meeting schedule, reminder that this has been approved and disseminated to all Commissioners.

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.

Mary Ellen Barnes reviewed the success of the Pumpkin Festival. She expressed her deep thanks and gratitude to our partners the Ivoryton Village Business Alliance. She as wanted to thank all the community members and local business that help make the event such a success.

Parks Update:**Main Street**

Gazebo decorated for holidays.

Basic fall grounds maintenance ongoing.

Most leaves are picked up, final fall clean up within 1 week.

Ivoryton Green

Round 1 of turf liming application completed.

Gazebo and park decorated for Ivoryton Illuminations and Holidays.

Basic fall grounds maintenance ongoing.

Most leaves are picked up, final fall clean up within 1 week.

Grove Street

Basic fall grounds maintenance ongoing.

Final fall cleanup has been performed.

Hubbard Field

Tree trimming needs identified upon park inspection.

Basic fall grounds maintenance ongoing.

Final fall clean up completed

Tennis Court

New tennis backboard netting installed, tennis backboard holes patched.

Considering new landscaping along west side of court.

Dickinson Park

Fall clean-up complete, park is in good order.

Viney Hill

Fourth of four organic fertilizer applications to turf area completed.

Basic fall park maintenance ongoing. Leaves are being removed from turf and dog parks areas.

All Habitat Services Phragmites remediation project – herbicide applied, mowing coming soon.

Sunset

No report. Park area looks good.

Comstock

Basic fall grounds maintenance ongoing.

Gazebo cupola installed.

Park inspection identified work to be completed in the spring.

Clark's Pond

Picnic table to be replaced.

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

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

At 8:25 pm Commissioner Robert Russo excused himself from the meeting.

Old Business

None.

Old Business

a. EOC Request for Sign Placement at Ivoryton Green

Rick Audet reported that Mr. Bill Buckridge, Director of Emergency Management has verbally withdrawn his request for a permanent sign at Ivoryton Park for now, and is planning portable sandwich boards to be used for communications purposes.

b. Essex Basketball Center:

James Rawn: Presented a review of our project plans, site details and considerations, project history, current fundraising status and upcoming fundraising efforts for the Essex Basketball Center.

Commission Overview:

There is presently one full member slot available on the Commission. Rick Audet has contacted the Registrar of Voters to get a detailed written description of the process to appoint a new commissioner.

General Discussion:

None.

Motion was made by Doug Senn to adjourn at 850 pm. Cathy Bishop seconded the motion and it was unanimously approved. Motion carried.

Respectfully submitted,
Mary Ellen Barnes
Essex Park and Recreation