



TOWN OF ESSEX
Park and Recreation Commission

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

Regular Members

Vacancy, Chairman

Anthony Mosa

Virginia Willetts

John Bean

Brette Fitton

Alternates

Daniel Needleman

Unapproved

**MINUTES -Regular Meeting
Tuesday, December 3, 2019**

1. Call to Order and Attendance

The regular meeting of the Essex Park & Recreation Commission was conducted on Tuesday, December 3, 2019, Room B of the Essex Town Hall.

Attending Members:

Brette Fitton

Virginia Willetts

John Bean

Daniel Needleman arrived at 7:04 p.m. and was seated for A Mosa

Absent Members:

Anthony Mosa

Staff:

Mary Ellen Barnes, Director Park and Rec

Tim LaChance, Park and Rec Department

Stella Caione, Recording Clerk

2. Attendance

M Barnes called the meeting to order at 7:00p.m. and seated were B Fitton, V Willetts, J Bean. D Needleman arrived at 7:04pm and was seated for A Mosa.

3. Approval of September 26, 2019 Special Meeting Minutes

MOTION made by B Fitton to approve the September 26, 2019 meeting Minutes as presented;
SECONDED; V Willetts; **Voting In Favor:** J Bean, V Willetts, B Fitton; **Opposed:** None; **Abstaining:** None; **Approved:** 3/0/0. **No Discussion.**

4. Public Comment

There were no members of the public in attendance.



5. Financial Reports

M Barnes provided an overview of the General Fund and the Program Revenue Fund and reviewed expenses.

M Barnes reported that there was a good camp turnout, and new programs are well received.

MOTION made by B Fitton to approve the Financial Report as presented; **SECONDED**; J Bean; **Voting In Favor: Voting In Favor:** J Bean, V Willetts, B Fitton; **Opposed:** None; **Abstaining:** None; **Approved:** 3/0/0. **No Discussion.**

6. Director's Report / Parks & Program

Park Events

- Ivoryton Illuminations – Ivoryton Park – The main event occurs on December 7, 2019 and lights will remain illuminated through the month of December.
- Essex go Bragh – Scheduled for 3/21/2020

Brief discussion on a candidate for Essex go Bragh grand marshal. Members will email M Barnes with ideas.

- **Essex Youth Basketball Grades K-6th league**

8 boys Grades 4-6 (combined from all 3 towns)

15 boys Grade 3

10 girls Grade 3

14 K-2 *Begins January

Total – 47 players

- **Buddy Basketball**

Begins in January – Melissa Burch is the program coordinator. This program is completely community supported with volunteer coaches and “Buddies”.

- **Adult Yoga**

Continues to have 20 plus participants each session.

Spring/Summer 2020 Programming

- The Park and Rec Department is in process of organizing the 2020 Spring Summer Brochure and looking forward to some returning favorites; Running Rams, Tennis, Archery, Cooking along with a few new programs; Dance, German Culture and Photography and Letter Writing. There are 7 weeks of Summer Camp scheduled with some new and exciting themes and field trips.



Parks Update

- Main Street Park

DPW cleared a large expanse of waterfront overgrowth and planed grass seed looks great.

- Grove & Tennis Courts

Tennis Court nets and wind screens will be taken down and the courts will be locked for the season.

- Dickinson Park

No Updates.

- Sunset Pond

No Updates.

- Ivoryton Green

Ivoryton Illuminations will run through the month of December.

- Comstock Park

M Barnes reported that she is still working on gathering Information on cost for upgrades to the Babe Ruth field and she hopes to have a complete report to present at the January 7, 2020 meeting.

- Clark's Pond

No Updates.

- Viney Hill Brook Park

The gate to the lower parking lot is closed for the winter season.

- Hubbard Park

No Updates.

7. Old Business

a. Signage for Parks

D Needleman suggested the unification of all the Town parks utilizing the same signage format and insignia denoting the individual park names on the top portion of the sign. Possible notation at Park entrance of no allowance of tobacco and notation that the park closes at sunset with the remainder of the rules outlined on the Park and Rec website. In-process of obtaining a quote.

8. New Business

a. Restructuring of Basketball League Program



T LaChance reported that he was approached by individuals who run the travel basketball program requesting that the Town to take over this program. William Chapman, Chester, CT is currently organizing the program. T LaChance reported that there are about 75-77 participants and W Chapman would like this travel program to be facilitated by Essex Park and Rec. T LaChance suggested the rebranding of the travel basketball club to "Valley Basketball Club". T LaChance noted that there are currently 47, K through 6 Essex and Deep River participants and he would like to utilize the Essex Elementary School for practice on Fridays, 5-9pm and Saturday 9am-noon. Insurance is \$1300 yearly however insurance would be offered through the Town of Essex. The season runs from October through March.

Members agreed to pursue the option and further discuss the Travel Basketball Team at the March 3, 2020 meeting.

9. Commission Overview

a. Appointment of Commission Chair

MOTION made by V Willetts to nominate Brette Fitton Commission Chair; **SECONDED**; D Needleman; **Voting In Favor**: J Bean, V Willetts, D Needleman; **Opposed**: None; **Abstaining**: None; **Approved**: 3/0/0. **No Discussion.**

b. Approve 2020 Commission Calendar

Members agreed to move up the meeting time to 6:00 p.m.

MOTION made by B Fitton to approve the 2020 meeting calendar as submitted with stipulation that the meeting time will be changed to 6:00pm; **SECONDED**; D Needleman; **Voting In Favor**: J Bean, V Willetts, B Fitton, D Needleman; **Opposed**: None; **Abstaining**: None; **Approved**: 4/0/0. **No Discussion.**

c. Notification of Resignations

M Barnes reported that R Russo and D Senn resigned from the Park and Rec Commission. M Barnes expressed her thanks for their time and dedication to the Park and Rec Commission. M Barnes stated that she has received queries from a few people who may be interested in serving on the Commission.

10. Public Comment

There was no public comment.

11. General Discussion

B Fitton asked to add item to next meeting agenda related to recognition of R Russo for all of his Service.



12. Adjournment

MOTION made by D Needleman to adjourn the regular meeting at 7:45 pm to the special meeting scheduled to be conducted on Tuesday, January 7, 2019, 6:00 p.m., Essex Town Hall, Conference Room B; **SECONDED**; J Bean; **Voting In Favor**: J Bean, V Willetts, B Fitton, D Needleman; **Opposed**: None; **Abstaining**: None; **Approved**: 4/0/0. **No Discussion.**

Respectfully submitted,

Stella A Caione
Recording Secretary

