

**ESSEX PARK AND RECREATION COMMISSION**  
**MINUTES**  
**March 5, 2014**

(Please note these minutes have yet to be approved)

Bob Russo called the meeting to order at 7:03pm.

Members Present: Tony Mosa, Bob Russo, Tom Clerkin, Jim Rawn, Ginny Willets, Cathy Bishop, Peter Sarner

Park and Recreation Director Rick Audet and Recreation Program Manager Mary Ellen Barnes were also present, along with Bruce Glowac (Essex Foundation) Casey Metz (Essex Little League- ELL)

**Approval of Minutes**

*Motion was made by Tony Mosa to accept the January 8, 2014 regular meeting minutes as presented. Ginny Willets seconded the motion and it was unanimously approved. Motion carried*

*Motion was mad by Tom Clerkin to accept the January 22, 2014 Special Meeting minutes as presented. Cathy Bishop seconded the motion and it was unanimously approved. Motion carried.*

**Public Comment**

Bruce Glowac representing the Essex Foundation updated the Commission on the **Clark's Pond Enhancement Project**. The Trees are planted, it was hydro seeded and in the Spring it will be touched up and reseeded. Bob Russo reaffirmed the commitment to have a "Grand Re-Opening of the park when it is fully completed. He also stated that the Essex Foundation did an excellent job and wished to thank them formally.

Casey Metz, the President of Essex Little League – presented a proposal for a **Comstock Field Batting Cage** utilizing player usage fees that are available in the capitol budget. Bob Russo stated that a suitable location will need to be established. Cathy Bishop stated that she is concerned with vandalism and any additional expenses that may occur as a result. Cathy Bishop stated that she doesn't feel comfortable voting without a plan and a shared cost amount. Ms. Metz stated that there is a heavy demand for a batting cage as teams cannot do batting practice if both fields are in use. Tony Mosa stated that he is concerned with installation and want to be sure that a professional installer is used for installation. Ms. Metz stated that ELL would like it ready for this season. Bob Russo asked Ms. Metz if ELL was prepared to pay towards and additional expenses for materials or installation. The Commission will review location options with members of ELL.

Tony Mosa, Ginny Willetts, Jim Rawn, Peter Sarner, Bob Russo & Tom Clerkin supported the proposal.

*Motion was made by Tom Clerkin to approve the proposal to install Batting Cage at Comstock field subject to the location, and definition of costs and responsibility between the commission and ELL for a Batting Cage at Comstock Field. Tony Mosa seconded the motion. It was unanimously approved.*

## **Financial Updates**

Rick Audet reviewed the financial statements for the General, Program and Capitol Funds  
The Commission has set a special workshop for April 2, 2014 from 6p-7p to review the Program Revenue Fund

*Motion was made by Jim Rawn to add a line item to the FY14/15 Budget for Tree work for \$1,600.00 and funding for this line item will be allocated by lowering selected park maintenance line budgets. Tony Mosa seconded the motion and it was unanimously approved. Motion carried.*

*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**

- Planning Essex go Bragh festival
- Starting the process of collecting field use applications and agreements from local youth baseball and lacrosse groups
- Attending CRPA / CPA spring quarterly on April 9 – topics: pesticide free fields, IPM and best management practices, Art & Science of Winning Grants
- Secured certificate of insurance to host Essex go Bragh events at Village Provisions
- Mowing, Turf, Care, Irrigation contracts all in place for 2014
- Town received a reimbursement check from the Hubbard graffiti incident in 2013
- Essex Outdoors program has been planned for 2014

## **Correspondence**

None

## **March Park Permitted Events**

None

## **Parks Update**

### **Main Street Park**

Met with rep from Sav a Tree on site regarding our 2014 contract to spray hemlocks

### **Dickinson Park**

No report

### **Hubbard Park**

Tree along park perimeter / Dr. Tucker property / near flag pole has been removed.  
Will investigate water usage figures from fall 2013 with vendor.

### **Grove Street Park**

Wear and tear to grounds due to construction, repairs scheduled for spring.  
Install new walkway to playground in spring.

### **Sunset Pond**

Ordered a second Facility Unsupervised sign for north side of pond, discussed with our CIRMA rep.  
Will install prior tennis court benches along edge of north side in spring for additional park seating.

### Ivoryton Green

Ivoryton Village Alliance to remove remaining holiday decorations from park.

With new Ivoryton Main Street Grant, will secure new parking lot curbing for the park.

### Comstock Park

No report.

### Clark's Pond

Water treatment permit submitted and paid for, vendor will perform treatment in May or June

### Viney Hill Brook Park

No report.

### **Program Managers Report:**

Mary Ellen Barnes discussed the status of Programs and Plans for the Irish Festival & Parade

### **New Business:**

Viney Hill Brook Park publicity- the Commission has agreed that a plan should be in place to encourage usage of the park, they agreed to bring ideas to the next commission meeting.

### **Old Business**

Main Street Park Embankment Project - Tabled

Lions Club & Park and Rec Commission Project: Viney Hill Brook Park Awning- Tabled

### **Civic Campus STEAP Grant: Grove Street Park Playground & Tennis Court**

Jim Rawn presented information in regards to the proposed Tennis Court improvement project. He would like the Commission to consider post-tensioned concrete courts vs. the planned asphalt courts. Per Rick Audet the Tennis Court subcontractor has not been selected and an agreement signed with the lead contractor. Tom Clerkin stated that it is a fundamental error of the Park and Recreation Commission to not investigate the best product for the Tennis Courts. Bob Russo felt that it would be in the best interest of the Commission if there had been some prior notification of the proposal to suggest concrete courts rather than presenting it to the Commission with no prior discussion or directive from the Commission. Mr. Rawn stated that he only recently was advised of the benefits and costs associated with installing concrete courts. Bob Russo has agreed to research costs and compare concrete vs. asphalt; He also will investigate the status with the project contractor and get the information to the Commission as soon as possible.

### **Commission Overview:**

Tabled

### **Public Comment:**

None

### **General Discussion:**

None

*Motion was made by Tony Mosa to adjourn at 9:05pm. Cathy Bishop seconded the motion and it was unanimously approved. Motion carried.*

Respectfully submitted,

Mary Ellen Barnes  
Essex Park and Recreation