

ESSEX PARK AND RECREATION COMMISSION

MINUTES

April 2, 2014

(Please note these minutes have yet to be approved)

Bob Russo called the meeting to order at 7:05pm.

Members Present: Tony Mosa, Bob Russo, Ginny Willets, Cathy Bishop, Peter Sarner, John Bauman

Park and Recreation Director Rick Audet and Recreation Program Manager Mary Ellen Barnes were also present, along with First Selectman Norm Needleman

Approval of Minutes

Motion was made by Tony Mosa to accept the March 5, 2014 regular meeting minutes as presented. Ginny Willets seconded the motion and it was unanimously approved. Motion carried

Motion was made by Cathy Bishop to accept the March 17 Special Meeting minutes as presented. Tony Mosa seconded the motion and a discussion followed, the approval of minutes for the March 17, 2014 Special Meeting was tabled, and Cathy Bishop withdrew the motion to accept the minutes as presented.

Motion was made by Tony Mosa to amend the agenda as presented, Peter Sarner seconded the motion and it was unanimously approved.

Old Business

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

Bob Russo stated that he and Tony Mosa had hoped to meet with First Selectman Norm Needleman to discuss requesting additional funding for the Tennis Court Project but he was unavailable so they decided to invite Mr. Needleman to our regular commission meeting. The discussion centered on if project contingency funds are available to improve the lighting, pay for the concrete border of the courts. Per Norm Needleman no contingency funds are available to add anything not in the original plans to the tennis court project. Lights were not part of the originally planned project. Surfacing and fencing were the primary objectives of the project, the fencing having been decided upon after the project started. Mr. Needleman thanked the Bauman Foundation for their generous gift to enhance the tennis court project. John Bauman stated that he was very excited about the improvements to the tennis courts and wanted to know what he could do to add to the project. He didn't know that improving the lighting was not included in the original project plans. He stated that the lights are substandard and that improvements are needed. Rick Audet stated that the light bulbs were replaced and lenses cleaned in 2011/2012. John Bauman stated that he believed that 100,000.00 dollars was appropriated for the tennis court and the town has spent 77,000.00 dollars. Norm Needleman stated that without the grant the Tennis court and the Play-scape would not have been redone, and the process of allocating the money was a work in progress and was reviewed to get the most done with the budget they had. The Park and Recreation component was approximately \$200,000 to \$250,000 dollars, and the fencing was an unexpected expense. John Bauman stated that if you are going to do a tennis court fencing should have been in the original plan. John Bauman believes that the Bauman Foundation gift should be held for future tennis court improvements and should not utility the gift for improving curbing. Bob Russo agrees lights are substandard and that the commission should

exam the costs to improve the lighting. Norm Needleman stated his is a strong advocate for increasing the Park and Recreation Sinking Funds because it is important that we maintain our assets. Mr. Bauman agrees stated that the play-scape and the Tennis court are economic enhancements to our community. Cathy Bishop is concerned that we would completely deplete our sinking funds if we replace the lighting and although she supports getting lighted doesn't mean we need them now. Proposes getting 2 solid estimates, Bob agrees that the commission should do research about costs. Tony Mosa stated that a decision on lighting doesn't affect the present plans of tennis court project. John Bauman volunteered to research improving existing lighting and costs associated with new lighting. Ginny Willets believes that we need to ensure that the fencing and surfacing are in top condition, and Norm discussed the planning in regards to the paving of the asphalt for the courts.

John Bauman & Norm Needleman left meeting at approximately 8pm.

Public Comment-None

Financial Updates

Rick Audet reviewed the financial statements for the General, Program and Capital Funds

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

Director's Report

- Processing Zoning Permit and IWWC Permit for Comstock batting cage / signed 4/1/14
- Comstock field flooding damage was reviewed and discussed.
- Attending CRPA / CPA spring quarterly on April 9 – topics: pesticide free fields, IPM and best management practices, Art & Science of Winning Grants
- Mowing, Turf, Care, Irrigation contracts all in place for 2014
- Essex Outdoors program has been planned for 2014 – Fishing Clinic April 27
- Coordinating a VRHS Student Work Day for May
- Arbor Day tree planting at Ivoryton Green will be held April 25

Parks Updates

Contacted plumber to turn on water at Ivoryton, Hubbard, Main Street Parks
CT Water scheduled to turn on all 3 seasonal water accounts as of April 1

***Prioritized List of Significant Projects to be Completed w/ Remaining Budgetary Funds
Comstock Fields Flood damage
Asphalt Path from new parking lot to playground
Viney Hill Brook Awning
Viney Hill Brook Dog Park Surfacing
Grove Tennis Court Lights/Timer Switch

Main Street Park

Met with rep from Sav a Tree on site regarding our 2014 contract to spray hemlocks
Work order sent to PW clean up of sweetgum tree "balls" needed for the front of park
Spring turf care scheduled

Dickinson Park

Spring turf care scheduled / not part of Greenscape contract will bill separate

Hubbard Park

Will examine high water bill from fall and possible leak in irrigation system

Met with Hinding Tennis on basketball court, we will get crack repair performed under warranty

Installing new foul poles at baseball field.

Project to install 4 foot extension fence around court has not been completed, no suitable vendor has been secured, will need to be delayed until next fiscal year due to tree work.

Spring turf care scheduled

Grove Street Park

Wear and tear to grounds due to construction, repairs scheduled for spring.

Install new walkway to playground in spring.

Bogaert Construction is scheduled to remove swing bench and relocate

Planning to install 5-bike bike rack in park

Tennis court ballasts and bulbs to be checked after court completion unless new lighting installed

Will need to hook up wiring and new control switch to new entrance gate upon court completion

Spring turf care scheduled

Sunset Pond

Ordered a second Facility Unsupervised sign for north side of pond, as discussed w/ CIRMA rep.

Will install prior tennis court benches along edge of north side in spring for additional park seating.

Will perform water treatment

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.

Will install a new sunset maple tree for Arbor Day ceremony

Comstock Park

Flood damage, repairs scheduled

Spring turf care scheduled

Clark's Pond

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

Searching for a vendor to perform the dock refinishing

Viney Hill Brook Park

Gate is open daily as of April 1

Spring clean up of leaves and debris in the dog park has been scheduled

Work order to PW to paint and install the dog park tunnel

Work order to PW to install one bench in both large and small dog area

Will install a new order of wood chips or mulch to refurbish surfacing

Organic fertilization program scheduled

General park clean up scheduled

Program Managers Report:

Mary Ellen Barnes discussed the status of Programs and Plans for Spring & Summer Programming

New Business:

Old Business

Essex Little League – Comstock Batting Cage Proposal

Installation of Batting Cage quote was not submitted by ELL however permits are approved. The commission discussed costs, responsibility and involvement in the project, however tabled any further decisions or discussion in regards to the project until an installation quote is obtained.

Main Street Park Embankment Project - Bob Russo stated that he had no updates other than that he is waiting for the DEEP to provide the Notice of Violation document on the project so that it may proceed.

Lions Club & Park and Rec Commission Project: Viney Hill Brook Park Awning- No Updates

Commission Overview:

Several members of the commission suggested changing times of the meetings. The proposal will be put on the next meeting agenda, along with new business in regards to plans to increase Viney Hill Park usage.

Public Comment:

None

General Discussion:

None

Motion was made by Peter Sarnier to adjourn at 9:10pm. Cathy Bishop seconded the motion and it was unanimously approved. Motion carried.

Respectfully submitted,

Mary Ellen Barnes
Essex Park and Recreation