

ESSEX PARK AND RECREATION COMMISSION

MINUTES

September 3, 2014

(Please note these minutes have yet to be approved)

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

Members Present: Bob Russo, Ginny Willetts, Jim Rawn, Cathy Bishop

Recreation Program Manager Mary Ellen Barnes & P&R Director Rick Audet was also present

Approval of Minutes

Motion was made by Jim Rawn to accept the May 7, 2014 regular meeting minutes as presented. Ginny Willetts seconded the motion and it was unanimously approved. Motion carried

Public Comment-None

Financial Updates

Rick Audet reviewed the end of fiscal year 13/14 General Fund and Program Revenue Fund he also reviewed the current financial statements for both General Government and Special Revenue funds as of 8/30/14 from the Finance Departments Munis report.

Motion was made by Ginny Willetts to accept the financial statements as presented. Cathy Bishop seconded the motion and Jim Rawn abstained. Bob Russo, Ginny Willetts and Cathy Bishop voted in favor and it was approved. Motion carried.

Director's Report

- New batting cage at Comstock is up
- Applying for DEEP Invasive Aquatic Vegetation Grant for Clarks Pond
- Main Street Park – proposal to spray for clover
- Private instruction at tennis courts
- Ivoryton Fence (Main Street Grant)
- Ribbon cutting ceremony Civic Campus – September 10
- VHBP dog park special event / Canine Carnival / September 20 10am-1pm
- Formalized sponsorship program initiative
- Updated Capital & Sinking Fund summary report to be presented October meeting

Correspondence

- None

September Park Permitted Events

September 13	Main Street Park	Harreys wedding ceremony
September 19	Main Street Park	Athay wedding reception
Saturdays	Ivoryton Green	Farmers Market

Parks Update

Main Street Park

Turf is in fair condition. Decent amount of clover present, few weeds. A number of thin areas, aesthetically it looks ok. Ground is very compacted. Normal turf management practices are scheduled for September with Greenscape Clinton.

Removed the Royal Empress (Paulownia) tree, additional tree work scheduled with Bartlett.

Added stone around stump sculpture at rear of park

Professional Field Care weekly mowing ongoing

Irrigation was turned up for summer months.

Irrigation heads at rear of park are marked in preparation for construction work.

Dickinson Park

DPW mowing ongoing

Garden Club cleaned out beds, performed park clean up at end of August.

Hubbard Park

Turf inside baseball fencing in good condition.

Turf outside baseball field fencing in fair condition / large bare patch at driveway into grass parking area remains to be an area of concern.

Baseball infield clay is hard, have asked field care company to deep tine drag the infield. Will purchase Pros Choice soil master product for the spring.

Basketball court is OK, awaiting vendor to perform rite way crack repair under warranty

Have scheduled topdressing of infield in Sept. to address the level of infield surface

Grove Street Park

Wear and tear to grounds due to construction, repairs scheduled with PW and Greenscape. Some grass growing back in.

Turf has a lot of clover present.

Sullivan Paving installed new walkway to playground and tennis court.

Planning to install 5-bike bike rack in park per budget.

Tennis court ballasts and bulbs checked, 2 lights out, Silva & Sons contacted. New lighting going into court also.

Tennis court lighting problem brought to our attention 9/3, electrician on site same day to work on it.

Looking to purchase 3 new picnic tables for park

Sunset Pond

The dock has been refinished.

Brought a third picnic table on site.

DPW mowing park ongoing

New bench has been delivered, PW to install in Fall.

Ivoryton Green

Turf is in excellent condition

Turf care scheduled for Sept. fert has been performed, mowing ongoing.

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

Landscaper edged and mulched the rear bed, the yew around flagpole has been trimmed.

Comstock Park

Turf is in excellent condition.

Baseball fields in good condition.

General maintenance and upkeep ongoing.

New ELL batting cage has been installed.

Clark's Pond

Water treatment permit submitted and paid for, vendor performed second treatment for 2014.

Dock refinishing completed

New trees along driveway and the 2 in the meadow area seem to be doing well.

Will plant more grass seed along driveway in fall.

Invasive aquatic vegetation appears less than last year.

Viney Hill Brook Park

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

Installed the dog park tunnel, 3 additional pieces of dog park agility equipment to be installed asap.

Two new park benches installed in dog park

Installed wood chips or mulch to refurbish surfacing

Organic fertilization program scheduled / first application performed.

General park clean up scheduled for prior to Canine Carnival.

Turf around beach area is in OK condition, decent coverage and density.

Removed wooden flag pole, rotting below grade.

Large wasp nest found on back of beach shed.

Tree work scheduled in dog park with Burns Tree Service.

Program Managers Report:

Mary Ellen Barnes presented a summary of the Summer Programming

2014 – 135 registered participants - 2013- 158 2012 - 156 registered participants vs. 2011- 100 registered participants

8 weeks of Summer Camp from June 23- Aug. 15th

Based on our early registration numbers we had only scheduled 5 full time counselors, a Full Time Director & We had 2 new hires and all were CPR/1st aid Trained. They were also received Blood Borne Pathogens Training. We gave all the staff and opportunity to attend a workshop at Camp Hazen sponsored by CPRA. We were able to keep the ratio of campers to counselors 10:1. We also had an average of 2 volunteers per week.

Field Trips included –Roger Williams Zoo, Hammonasset State Park, Bowling & Laser Tag, Marquees Cinemas, Rock Cats Stadium, Yale Peabody Museum

Special Guests for Science Week – Elizabeth Bartlett, Ivoryton Library Children's Librarian and member Essex Garden Club

Special Guests for Sports Week- Bob Russo, Introduction to Archery

Carnival Day-Dunk Tank, Snow Cones and Popcorn and Carnival Games

T-Ball Tournament

41 weeks of scholarships vs. 2013-49 Scholarships *** We offered every eligible student – over 60 1 week of scholarship. (Eligible students on free or reduced lunch)

\$1625.00 Donated by the Essex Garden Club, \$250.00 donated by local citizens, \$575.00 donated by Park and Rec. & direct donations with the remainder \$2,925.00 funded by the Student Assistance fund at EES.

In addition we had over 50 campers attend Slamma Jamma Basketball each session. (Total of 105 campers) and over 44 campers attend our Track & Field Camp Tennis was held for 5 sessions with 10 - 15 campers per session. Baseball Camp had 9 campers. Girls LAX camp 15 campers. Gold Clinic had 8. We cancelled Gymnastic Camp, Mini & Multi Sport Camp, Field Hockey & Soft Ball Camp

2013 - We had over 50 campers attend Slamma Jamma Basketball each session. (Total of 100 campers) and over 70 campers attend our Track & Field Camp Tennis was held for 5 sessions with 15-20 campers per session. Baseball Camp had 12 campers. Girls LAX camp 30 campers. Gymnastic Camp 7 campers. Preschool Sports Squirts 11 campers.

New Business: - Tabled

Old Business - Tabled

Commission Overview:

Cathy Bishop notified the Commission that she has resigned from the Park and Recreation Commission Effective Sept. 30, 2014. At this time Ms. Bishop had to leave the meeting and as a result we no longer had a quorum, and the meeting was adjourned at 8:35pm

Motion was made by Rob Russo to adjourn at 8:35pm. Ginny Willetts seconded the motion and it was unanimously approved. Motion carried.

Respectfully submitted,

Mary Ellen Barnes
Essex Park and Recreation