

TOWN OF ESSEX
Park and Recreation Commission

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

Regular Members

Robert Russo, Chairman
John Bauman
Thomas Clerkin
Anthony Mosa
James Rawn
Douglas Senn
Virginia Willetts
Edward Burleson, Alternate
Peter Sarner, Alternate

Unapproved

MINUTES Wednesday, March 2, 2016 - Regular Meeting

Call to Order and Attendance

The regularly scheduled meeting of the Essex Park & Recreation Commission was conducted on March 2, 2016 in Conference Room B, of the Essex Town Hall at 7:00 p.m.

Attending Members:

Robert Russo
Douglas Senn
Virginia Willetts
Peter Sarner arrived at 7:06pm
Edward Burleson arrived at 7:20pm

Absent Members:

Anthony Mosa
Thomas Clerkin
James Rawn

Staff:

Mary Ellen Barnes, Park & Recreation Director
Stella Beaudoin, Recording Clerk

R. Russo called the meeting to order at 7:01 p.m.

Approval of February 3, 2016 Regular Meeting Minutes

MOTION made by R. Russo to table approval of the February 3, 2016 Regular Meeting Minutes;

SECONDED: D. Senn; **Voting In Favor:** R. Russo, D. Senn, V. Willetts; **Opposed:** None;

Abstaining: None; **Approved:** 3/0/0.

Public Comment

There was no public comment.

Financial Reports – Budget Review

M. Barnes presented the Park and Recreation budget to the Selectman at this evening's Board of Selectmen meeting and M. Barnes reported that there were no questions related to the general fund or the recreational fund.

R. Russo stated that to date, the budget is running close to expectations.

R Russo stated that replanting will need to be done in the Main Street Park.

M. Barnes will look into the cost for yearly maintenance on the tennis courts.

R Russo stated the importance of maintaining and keeping the tennis courts in the best shape possible. It was noted that the tennis courts were installed at Valley Regional High School in 1994 and it is estimated that there is a 20-year life expectancy to the courts.

M. Barnes stated that the actual budget presented to the Selectmen is what was previously approved. Seventy hours per week office time with 10 hours of that time allocated to social services. Tim LaChance works 20 hours per week and a student assistant will be here in the spring and work with the summer camp. Another recreation aid was hired, whom at this time will work only two mornings per week. The new person who start in March at six hours per week, will provide administrative support to the Park and Recreation Department.

MOTION made by D. Senn to accept the Financial Reports as presented this evening; **SECONDED:** P. Sarner; **Voting In Favor:** R. Russo, D. Senn, V. Willetts, P. Sarner; **Opposed:** None; **Abstaining:** None; **Approved:** 4/0/0.

Director's Report / Parks & Program Update

M. Barnes reported that the Essex Go Bragh event will occur on March 12. T. Mosa is facilitating the horse and buggy and M. Barnes will be onsite for the Irish Step dancers. A custodian will be available until noon onsite at the Essex Town Hall auditorium. D. Senn stated that he will coordinate the float.

The Easter Egg Hunt will occur on Saturday March 26th from 8:30am to 11:00am. Rec Aid, Tim Lachance will be the onsite supervisor. D. Senn and P. Sarner stated that they would assist.

M. Barnes distributed the Town of Essex Park & Recreation Spring and Summer Programs brochure. Summer camps run June 20th through August 12, 2016

Park Usage Requests have been received by Essex Little League and the Babe Ruth League. They will be working together for scheduling at Comstock Field. Essex Little League opening day is April 30, 2016.

R. Russo reported that the roof on the pavilion is almost completed at Viney Hill Preserve.

Grove Street Park

- Playground inspection has been scheduled. New mulch will be ordered.

Sunset Pond

- No update.

Ivoryton Green

- Rear stockade fence is falling down, the DPW crew secured it temporarily.
- M. Barnes has a meeting scheduled with Atlas Fence to discuss repair of stockade fence.

Comstock Park

- Co. has been contracted to remove Graffiti from the dug outs. This project will be completed by March 20, 2016
- Rec Aide is scheduled to paint the gazebo and the graffiti has been spray painted over to temporarily cover

Clark's Pond

- No Updates.

Viney Hill Brook Park

- John Bogaert Construction has moved forward toward completion of the awning project.

Hubbard Park

- M. Barnes met with Atlas Fence to discuss repair of the broken fence along the drive and behind the equipment shed. Atlas recommended repair as opposed to replacing and they will provide an estimate for the cost of repair.

Dickinson Park

- No updates.

Main Street Park

- No updates.

New Business

There was no new business.

Old Business

a. Comstock Field Improvements

At the February 3, 2016 meeting, members discussed the formation of a subcommittee to work on updating the 100-year old ballfield in the small field at Comstock. The Comstock Park subcommittee was formed and G. Willets, D. Senn and R. Russo volunteered to participate on this subcommittee. R Russo asked members to email with their schedules and look to coordinate a date to meet.

M. Barnes suggested that the subcommittee develop a concept and decide how to execute the concept.

M. Barnes suggested the formation of a baseball league for 13 year olds through Essex Park and Recreation Programming and Babe Ruth League.

Commission Overview

R. Russo stated that it is time to update the list of Capitol expenditures.

M. Barnes will email the previous expenditures and members will review and add their suggestions, which will be discussed at the April 6, 2016 meeting.

R. Russo suggested the installation of a fishing dock at Viney Hill Brook Park

D. Senn reported on the continued success of the geocaching activity, which is a recreational scavenger hunt activity for finding hidden objects by means of GPS coordinates posted on a website. D. Senn previously initiated the geocache activity within Viney Hill Brook Preserve, Comstock Park, Clarks Pond, and Main Street Park.

M. Barnes reported that the Viney Hill Brook Preserve is well used. The Essex Conservation Commission members maintain the passive recreation area and M. Barnes reported that they are very active in the care and keeping of the Preserves.

M. Barnes suggested the installation of picnic tables under the new pavilion at Viney Hill Brook Park.

D. Senn stated that the Commission will continue to support M. Barnes in her efforts on behalf of the Park and Rec Commission.

There was a brief discussion related to members providing M. Barnes with a courtesy response confirming receipt of her emails.

Public Comment

There was no Public comment

General Discussion

There was no further discussion.

Adjournment

MOTION made by V. Willetts to adjourn at 7:45 p.m. to the next regularly scheduled Park and Recreation Regular Meeting to be held on Wednesday, April, 6, 2016 at the Essex Town Hall, 2nd Floor Conference Room B, 29 West Avenue at 6:00 p.m.; **SECONDED:** P. Sarner; **Voting In Favor:** R. Russo, D. Senn, V. Willetts, P. Sarner, E. Burleson; **Opposed:** None; **Abstaining:** None; **Approved:** 5/0/0.

Respectfully submitted,

Stella C. Beaudoin
Recording Secretary