



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
Anthony Mosa
Douglas Senn
Virginia Willetts
John Bean
Alternates
Daniel Needleman
Brette Fitton

Unapproved

MINUTES
Tuesday, September 11, 2018

Call to Order and Attendance

The regular meeting of the Essex Park & Recreation Commission was conducted on Tuesday, September 11, 2018 Room B of the Essex Town Hall.

Attending Members:

Robert Russo
Virginia Willetts
Anthony Mosa
Dan Needleman, seated for D Senn
Brette Fitton seated for J Bean

Absent Members:

Doug Senn
John Bean

Staff:

Mary Ellen Barnes, Park & Recreation Director

R Russo called the meeting to order at 7:00p.m.

Approval of June 12, 2018 Special Meeting Minutes

MOTION made by A Mosa to approve the June 12, 2018 meeting Minutes with the following amendment: 1) Comstock Park to read: "Big Field at Comstock" (not Hubbard); **SECONDED**; D Needleman; **Voting In Favor:** R Russo, V Willetts, A Mosa, D Needleman, B Fitton; **Opposed:** None; **Abstaining:** None; **Approved:** 5/0/0.

1. Public Comment

There were no members of the public present.



2. Financial Reports

M. Barnes presented financials for fiscal year 2017/2018:

General Fund – M. Barnes provided an overview of General Fund and reviewed expenses which included extensive tree work, resurfacing of tennis & basketball courts. The Department utilized 99.80 % of our General Fund Budget.

Program Revenue Fund - M Barnes provided an overview of the Program Revenue Fund and reviewed programs. The Archery, Tennis & Track & Field Programs were well-received with both Tony Mosa & Bob Russo confirming the success of the programs as they had the opportunity to be onsite during the clinics/camps.

The Department ended the fiscal year with a surplus of \$11,632.07 which will be used to purchase equipment & supplies for programming and provide startup costs for new programming.

MOTION made by V Willetts to approve the Financial Report as presented; **SECONDED**; B Fitton; **Voting In Favor:** R Russo, V Willetts, A Mosa, D Needleman, B Fitton; **Opposed:** None; **Abstaining:** None; **Approved:** 5/0/0.

3. Director's Report / Parks & Program

M Barnes reported on the following activity:

Park Events

Saturdays until September 29th – Ivoryton Farmers Market – Ivoryton Village Green-10am-1pm.

Saturday October 20th – Ivoryton Library Road Race & Pumpkin Festival – Ivoryton Village Green 7am-9pm

Summer Programs

The goal to have 40 participants each week of Summer Day Camp some weeks was met with over 35 scholarships distributed.

Excellent turn-out for all P&R Summer Programs. The Summer Concerts were very well attended, and M Barnes reported that she has begun scheduling for summer 2018 so as to ensure that some of the favorites can return.



Fall Programs

Registration has begun for all fall programs, many starting this week. M Barnes distributed the Fall Program Brochure.

Pumpkin Festival – 10/20/2018

10am-12noon, Pumpkin Carving at Bushy Hill Nature Center.

2:00pm-5:00pm- Pumpkin staging & lighting.

5:00pm-7:30p – Festival and some activities will begin at 4pm.

7:30pm-8:30pm – Clean Up.

Parks Update

Main Street Park

- The area north of the gazebo was heavily slit seeded and has been closed to events and park goers. While it is not possible to cordon off the area, however signage is in place so as to deter heavy traffic.
There were no events scheduled at the park from Sept. 4-the end of growing season.

Grove & Tennis Courts

- Both the park and tennis courts were very well utilized this summer, and many compliments were received on the paved walkway. Particularly from families who enjoy the bike, stroller, ‘wheel friendly’ path. M Barnes reported that she has witnessed young children learning how to ride bikes or skate on the path. Walkers and runners have been seen enjoying it as well.

Dickinson Park

- No Updates.

Sunset Pond

- M Barnes reported that after careful monitoring by Connecticut Pond Services it was determined that the pond did not have to be treated this year.

Ivoryton Green

- No Updates.

Comstock Park



- M Barnes reported that the Essex Little League will not be sponsoring a Fall League – However, Park and Recreation Department will sponsor a Babe Ruth Fall League and Duffy Grace is the coach. There are 10 players.

Clark's Pond

- The Pond was treated by Connecticut Pond Services.

Viney Hill Brook Park

- No Updates.

Hubbard Park

- No Updates.

4. New Business

Bob Russo requested that the December 4, 2018 Agenda include the opportunity to review the status of Viney Hill Brook Park as an active recreation property and consideration of future plans and purposes for the park.

Dan Needleman requested that the December 4, 2018 Agenda include the opportunity to review the options of expanding Grove Street Park and the feasibility of installing a splash pad.

M. Barnes reported that she was aware of the interest in the installation of a splash pad and to that end she has contacted another Town who recently installed a splash pad. M Barnes stated that she hopes to have feedback related to the same at the December 4, 2018 meeting.

5. Commission Overview

There was no further discussion.

6. Public Comment

There was no public comment.

7. General Discussion

M. Barnes discussed the usage of social media as a marketing tool, and she reported that the Park and Rec Department has 2 new student assistants that are focusing on creating and using social and digital media tools.



Dan Needleman suggested that the Department investigate utilizing Instagram and well as Facebook.

M. Barnes stated that one of the tasks for the Student Assistants is to research that as an option. Brette Fitton also suggested that we establish a protocol for use.

8. Adjournment

MOTION made by A Mosa to adjourn at 7:55pm to the next regularly scheduled meeting which will be conducted on Tuesday, December 4, 2018, Essex Town Hall, Conference Room B; **SECONDED**; D Needleman; **Voting In Favor:** R Russo, V Willetts, A Mosa, D Needleman, B Fitton; **Opposed:** None; **Abstaining:** None; **Approved:** 5/0/0.

Respectfully submitted,

Stella C. Beaudoin
Recording Secretary

