

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
Peter Sarner, Alternate*

Unapproved

MINUTES Tuesday, March 7, 2017 - Regular Meeting

Call to Order and Attendance

The regularly scheduled meeting of the Essex Park & Recreation Commission was conducted on Tuesday, March 7, 2017 in Conference Room B, of the Essex Town Hall.

Attending Members:

Robert Russo
Anthony Mosa
Virginia Willetts

Absent Members:

Doug Senn
Peter Sarner

Staff:

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

R Russo called the meeting to order at 7:05 p.m.

1. Approval of December 6, 2016 Regular Meeting Minutes

MOTION made by R Russo to approve the December 6, 2016 meeting Minutes as presented;

SECONDED: V Willetts; **Voting In Favor:** R Russo, V. Willetts, A. Mosa; **Opposed:** None; **Abstaining:** None; **Approved:** 3/0/0.

2. Public Comment

There were no members of the public present.

3. Financial Reports

Recreation Program Fund - M. Barnes reported that this fund is in the black. The spring Engineering program started today and there were ten students in attendance. M Barnes stated that the proceeds from the summer camp registration which is currently taking place, will be reflected in the next fiscal year budget.

Net Fund - M Barnes reviewed the financial reports and the Program Revenue fund is in the black.

Parks Fund - M Barnes reported that there are no expenses to date, however some of the anticipated spring expenses will include fencing and tree work at Viney Hill Brook Park and the installation of the pond leveler at Wollock's Pond.

MOTION made by V. Willetts to approve the Financial report as presented; **SECONDED:** A Mosa; **Voting In Favor:** R Russo, V Willetts, A Mosa; **Opposed:** None; **Abstaining:** None; **Approved:** 3/0/0.

4. Director's Report / Parks & Program

- April 1, 2017 is the anticipated field usage start date to Essex Little League
- April 8, 2017 is the Egg Hunt – Grove Street Park
- April 16, 2017 Easter Service – St. Johns – Main Street Park
- April 22, 2017 Opening Day Ceremonies – Essex Little League

Parks and Programs

- Essex Youth Basketball – Season Complete
- Spring Summer Brochure is Complete
- Buddy Basketball for 2017 - Park and Rec sponsored – Doug Senn was a volunteer coach with Melissa Burch as Program Coordinator
- Park and Recreation 50th Birthday Celebration Concert, July 19th 2017 - cake will be served to visitors.

Essex go Bragh Parade Saturday, March 11, 2017

Commission and Volunteer Assignments

- Parking 8:30-10:00am, – Essex Town Hall, R. Russo, V Willetts and D. Senn.
- Parade Unit Organization 9:00-10:30am. M. Barnes, Kai Recchia and Donna Lee
- Kaleigh - Park & Rec Booth at Provisions – Set Up and Staff.
- 10:00am - All Commissioners report to Board or walk beside the Park & Rec float.
- 10:15-11:15am. Park & Rec Parade Float Participation by Commission Volunteers who served between the years of 1967-2017.
- A Mosa & P Sarnier - Horses & Activities immediately following the Parade until 12:30pm.
- 12:30-1:30 or as needed - Clean Up Crew - Tim LaChance, Kyle, DPW, Brandon Woodcock, Alex Zambuni

Main Street Park

Remediation to Planting Beds to remove Japanese knot weed is in process now that risk of a hard freeze is past, and Professional Field Care was retained for removal and remediation with advisement from the Essex Garden Club

Grove & Tennis Courts

Tennis Courts will open for the season April 1st.

Dickinson Park

No Updates.

Sunset Pond

Contacted CT Pond Services and they are submitting Permits.

Ivoryton Green

No Updates.

Viney Hill Brook Park

Discussed under New Business; Viney Hill Brook Park Conservation Commission Meeting update.

Comstock Park

Scoreboard is being delivered to Contractor this week.

Clark's Pond

Contacted CT Pond Services and they are submitting Permits.

Hubbard Park

No Updates.

5. OLD BUSINESS

a. Comstock Field Capital Fund Request Update

Scoreboard has been ordered.

6. NEW BUSINESS

a. Viney Hill Brook Park Conservation Commission Meeting Update

R Russo reported that the beavers residing at Viney Hill Brook Park Preserve are blocking up the outlet pipes within the ponds at Viney Hill Brook Preserve. Tim LaChance, Park and Rec Department and the Essex Public Works Department have been going out to the site and working to keep the pipes clear and monitor the water level. R Russo and M Barnes completed and submitted an application to the Inland Wetlands and Watercourse Commission for the installation of an outlet

pipe in Wollock's Pond that will run underwater and the pipe ending that will protrude from the end of the pond will be fenced, obstructing the beavers entry to the pipe, which will allow the water to remain at level. The cost of the installation of the pond leveler is \$2,200 and it will be installed by Beaver Solutions, LLC. R Russo stated that the installation will be complete by early spring 2017.

7. Commission Overview

V Willetts commented on the condition of the fields and asked about the upgrade of the mounds, the installation of clay and the erection of a fence to prohibit the balls from infiltrating the property of the adjoining neighbors. M Barnes stated that J. Kuzaro will upgrade and maintain the fields. V Willetts stated that the fence along the perimeter is curving and M Barnes will contact Atlas Fencing and ask them to look into the repair.

R Russo stated that in the past, behind home plate there were two, raised warm-up mounds for each team. M Barnes will look into the installation of the raised warm-up mounds.

A Mosa stated that there was a consensus to send a letter of appreciation to Jim Rawn, Tom Clerkin and Ed Burleson. M Barnes will look into this.

8. Public Comment

There was no public comment.

9. General Discussion

There was no further discussion.

10. Adjournment

MOTION made by A Mosa to adjourn at 7:30p.m. to the next regularly scheduled Park and Recreation Meeting to be held on Tuesday, April 4, 2017 at the Essex Town Hall, 2nd Floor Conference Room B, 29 West Avenue at 7:00 p.m.; **SECONDED:** V. Willetts **Voting In Favor:** R Russo, G Willetts, A. Mosa; **Opposed:** None; **Abstaining:** None; **Approved:** 3/0/0.

Respectfully submitted,

Stella C. Beaudoin
Recording Secretary