

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, June 6, 2017 - Regular Meeting**

**Call to Order and Attendance**

The regularly scheduled meeting of the Essex Park & Recreation Commission was conducted on Tuesday, June 6, 2017 in Conference Room B, of the Essex Town Hall.

**Attending Members:**

Peter Sarner  
Virginia Willetts  
Doug Senn

**Absent Members:**

Robert Russo  
Anthony Mosa

**Staff:**

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

P Sarner called the meeting to order at 7:00 p.m.

**1. Approval of April 5, 2017 Special Meeting Minutes**

**MOTION** made by P Sarner to approve the April 5, 2017 special meeting Minutes as presented;

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

**2. Public Comment**

There were no members of the public present.

**3. Financial Reports**

**General Fund** – M. Barnes reported that there is \$33,566 remaining in the general fund through the end of the fiscal year, however out of that fund, there are salaries to be paid and several

outstanding projects which will be completed prior to the end of the fiscal year. M Barnes reported that tree work was conducted in Viney Hill Preserve, Main Street Park and Dickinson Park for which there are outstanding invoices. There are several remaining projects to include the replacement of several wooden picnic tables. It is the expectation that the general fund remaining balance will be utilized in its entirety.

**Program Revenue Fund** - M. Barnes reported that this fund is in the black and presently most of the revenue has been designated for the summer programs.

**MOTION** made by V. Willetts to approve the Financial report as presented; **SECONDED:** D Senn;  
**Voting In Favor:** P Sarner, V Willetts, D Senn; **Opposed:** None; **Abstaining:** None; **Approved:** 3/0/0.

#### **4. Director's Report / Parks & Program**

M Barnes reported on the following:

- June 10 – Essex Land Trust Concert – Main Street Park – Rain Date June 11<sup>th</sup>
- June 10 – Wedding – Dickinson Park
- June 17 – Ivoryton Farmers Market – Saturdays until September 30 – Ivoryton Green
- June 17 & 18 – Spectrum Art Fair – Main Street Park
- June 23 – St. Johns – Dickinson Park
- June 24 – Run for Chris – Grove Street Park
- June 27-Aug. 16 – Tuesdays & Wednesdays Summer Concerts, Ivoryton Green/Main Street Park
- July 4 – Ivoryton 4<sup>th</sup> of July Parade – Ivoryton Green
- July 10 – Wedding – Main Street Park
- July 11 – St. Johns – Main Street Park
- July 22 – First Congregational Church – Bake Sale – Main Street Park
- July 29 – First Congregational Church – Concert – Rain Date July 30
- Aug. 5 – Lions Club Lobster Bake
- Aug. 19 – 1<sup>st</sup> Baptist Church Craft Fair

#### **P&R Programs**

M Barnes reported that summer registration is in full swing and the staff for the summer camp at the Essex Elementary School (EES) has been hired. In addition to camp at EES, Park and Recreation is offering several specialty camps; Running Rams, Tennis, Basketball, Baseball and new this year is an Engineering Lego Camp

#### **Parks Update:**

##### **Main Street Park**

M Barnes reported that she met with Augie Pampel, Tree Warden related to a tree that appeared to be damaged and diseased. A Pampel thought that this tree could be salvaged and Bartlett Tree Service has been contracted to do the work.

### **Grove & Tennis Courts**

M Barnes reported that additional mulch was spread at the playground.

### **Dickinson Park**

M Barnes reported that she met with Tree Warden regarding a damaged tree who recommended pruning. Bartlett Tree Service has been contracted to do the work.

### **Sunset Pond**

No Updates.

### **Ivoryton Green**

M Barnes reported that after consulting with the landscaper and with the Garden Club it was decided that the rain garden plants were to be transplanted to the back planting bed, which was completed last week. Grass was planted and the area cautioned off.

### **Viney Hill Brook Park**

M Barnes offered a huge shout out of gratitude to VRHS students for their work at Viney Hill Preserve. The students raked the beach, the dog park and cleaned debris and spread mulch as part of their Warriors in the Community Day.

M Barnes reported that the Beaver remediation project is complete and since the installation of the exclusion fence which appears to be in good working order, there has been no further issues related to the blockage of the drain.

### **Comstock Park**

M Barnes reported that the ongoing inclement weather has created delays in the installation of the scoreboard. Full report under Old Business.

### **Clark's Pond**

No Updates

### **Hubbard Park**

M Barnes reported that the gum has been removed from the dug outs and the graffiti has been painted over.

## **5. OLD BUSINESS**

### **a. Comstock Field Scoreboard Installation Update.**

M. Barnes reported that the installation cannot occur until the ground is dry. M Barnes

stated that in order to pour the cement, one week of consecutive dry weather must occur.

#### **6. Commission Overview**

The next regularly scheduled meeting of the Park and Rec Commission will occur on September 5, 2017.

#### **7. Public Comment**

There was no public comment.

#### **8. General Discussion**

There was no further discussion.

#### **9. Adjournment**

**MOTION** made by P Sarner to adjourn at 7:20p.m. to the September 5, 2017 Park and Recreation Meeting to be held at the Essex Town Hall, 2<sup>nd</sup> Floor Conference Room B, 29 West Avenue at 7:00 p.m.; **SECONDED:** V. Willetts **Voting In Favor:** P Sarner, G Willetts, D Senn; **Opposed:** None; **Abstaining:** None; **Approved:** 3/0/0.

Respectfully submitted,

Stella C. Beaudoin  
Recording Secretary