

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, September 5, 2017 - Regular Meeting

Call to Order and Attendance

The regular meeting of the Essex Park & Recreation Commission was conducted on Tuesday, September 5, 2017 in Conference Room B, of the Essex Town Hall.

Attending Members:

Robert Russo
Virginia Willetts
Anthony Mosa

Absent Members:

Peter Sarner
Doug Senn

Staff:

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

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

1. Public Comment

There were no members of the public present.

2. Approval of April 5, 2017 Meeting Minutes

MOTION made by V Willetts to approve the June 5, 2017 meeting Minutes as presented;

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

2. Financial Reports

General Fund – M. Barnes reported on the fiscal year end and noted that there is a small amount of money left remaining for mowing.

M. Barnes stated that expenditures for Viney Hill Brook Park included the installation of exclusion fencing to resolve the beaver issues, the removal of three trees and the fencing was repaired.

Program Revenue Fund - M. Barnes reported that the goal was to keep revolving fund balance at \$45,000 which the department has been able to maintain.

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.

3. Director's Report / Parks & Program

M Barnes reported on the following:

- Ivoryton Farmer's Market, Ivoryton Village Green, 10:00am to 1:00pm - Saturdays through September 30, 2017
- Saturday October 7, 2017, Main Street Park – Wedding
- Saturday, October 14, 2017, Main Street Park – BOT Scarecrow Festival
- Saturday, October 21, 2017 – Ivoryton Library Road Race & Pumpkin Festival, Ivoryton Village Green, 7:00pm to 9:00pm

M. Barnes stated that the pumpkin carving will begin in the morning, however the goal is to look to various volunteer groups to carve the pumpkins ahead of time and return them to the green the day of the festival.

10/21/2017 Pumpkin Festival Schedule

9am to 12:00 noon Pumpkin Carving

4pm to 5:00 pm Pumpkin Lighting

5pm to 7:00pm Festival

7pm to 8:00pm Clean-up

Correspondence

M Barnes reported that former Commissioner John Johns passed away on Sunday September 3, 2017. Mr. and Mrs. Johns were pillars in the community and strong supporters of the Essex Park and Recreation. Mr. Johns served as one of the founding commissioners of Essex Park and Recreation dedicating his time and enthusiasm to ensure that our Town preserved parks and offered quality recreation programming to our residents. His family has named Essex Park and Rec as one of the recipients of donations made in his memory. M. Barnes suggested that Park and Rec dedicate a bench in memory of Mr. and Mrs. Johns who passed away three weeks ago to be installed at Main Street Park.

MOTION made by A Mosa to install a memorial bench in honor of John and Betty Johns;
SECONDED: A Mosa **Voting In Favor:** R Russo, V Willetts, A Mosa; **Opposed:** None; **Abstaining:** None; **Approved:** 3/0/0.

V Willetts asked M Barnes to handle the details for location and the plaque.

Summer Programs

M Barnes reported that the program met their goal of 40 participants each week of Summer Day Camp, with over 30 scholarships distributed. M Barnes reported that there has been excellent participation for all Park and Rec summer programs and she is extremely pleased with the summer staff, all of whom did an exceptional job.

M Barnes stated that the summer concerts were well attended and scheduling for next year has begun.

Fall Programs

M Barnes stated that fall registration for all fall programs have begun and many of the programs are scheduled to begin this week.

Parks Update:

Main Street Park

No update

Grove & Tennis Courts

- M Barnes reported that the tennis courts and the park were well utilized this summer. The areas under the equipment have been well mulched.
- M Barnes reported that the walking trail requires updating and maintenance, noting that the hope was to obtain grant money, however the process fell through. M Barnes stated that she will work on obtaining design and pricing and look to utilize funds from the capitol fund.

Dickinson Park

No updates.

Sunset Pond

No updates.

Ivoryton Green

No updates.

Viney Hill Brook Park

No updates.

Comstock Park

- M Barnes reported that the Essex Little League will not be sponsoring a fall league, however Park and Rec will be sponsoring a Babe Ruth Fall League and Duffy Grace is the coach. There are twelve players.
- Scoreboard installation started last week and should be completed by end of this week.

Clark's Pond

No Updates

Hubbard Park

M Barnes reported that the first two stages of the installation of a new back stop have been completed and it is her hope that the final step will be completed by next year.

4. OLD BUSINESS

a. Comstock Field Scoreboard Installation Update.

M. Barnes reported that the installation is in –process.

5. Commission Overview

M Barnes stated that she is working on creating a Park and Rec 5k run which will immediately follow the Erin go Braugh parade.

6. Public Comment

There was no public comment.

7. General Discussion

There was no further discussion.

9. Adjournment

Motion made by V Willetts to adjourn at 7:35p.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