

Kent Park and Recreation
May 18, 2020 Meeting Minutes

RECEIVED FOR RECORD
KENT TOWN CLERK
2020 MAY 20 P 1:26
BY *Dracy*
TOWN CLERK

Present: Blythe Everett, Lynn Harrington, Trisha McMahon, Michael Perkins, director, Lee Ferris.

Public and Invited Guests: Kevin Kalach.

Chairman Lynn Harrington called the meeting to order via Zoom at 7:08 p.m.

Elevation of Alternates: Mr. Perkins made a motion to elevate alternate Trisha McMahon. Mrs. Everett seconded the motion, and the motion was approved unanimously.

Acceptance of Agenda: Ms. Ferris asked to add item 9a. Beaver Permit. Mrs. Everett made a motion to approve the agenda as amended. Ms. McMahon seconded the motion, and the motion was approved unanimously.

Acceptance of Minutes of April 20, 2020 monthly meeting: Ms. McMahon made a motion to approve the minutes of the April 20, 2020 meeting as presented. Mr. Perkins seconded the motion, and the motion was approved unanimously.

Correspondence: There was no correspondence.

Director's Report: In addition to the written report submitted prior to the meeting (attached), Ms. Ferris reported the views of the Friday weekly Park and Recreation Take Home Test on YouTube range from just over 200 the first week to 50-plus for the current week. She added people continue to watch the videos. Ms. Ferris said she has posted notice of the quiz on the Park and Recreation website, Facebook Page, press release, Kent Center School email to families. Ms. Ferris said Lee Sohl has expressed an interest in offering her dog obedience class. The director said she provided Ms. Sohl with information about group size (limited to five people currently), and Ms. Ferris said she would follow-up with the commission at the next meeting.

Old Business: After-School Program: Ms. Ferris provided the commission with the meeting packet the attendance numbers and snack cost for the 2019-2020 school year (attached). Ms. Ferris said there are six families who have balances due the program. She has notified these families that the balances are due by the June 30 close of the fiscal year and made herself available to anyone with questions or concerns. Ms. Ferris has contacted KCS Principal Michelle Mott about keeping in contact regarding planning for the 2020-21 school year as it would relate to the After-School Program.

Parks: Ms. Ferris shared that commissioner John Grant continues to work on repairs to the shed at the playing fields. Ms. Ferris has again posted information about trails and walking in the Town parks, noting they are open for passive recreation. Ms. Ferris has asked Mike Gawel to look at the cracks in the pavilion floor at Kent Common Park per a request from Mr. Grant. Ms. Ferris confirmed that the approved tree work has been done.

Parks' Master Plan: Ms. Ferris reiterated that she contacted in writing the two companies that submitted bids for the Parks' Master Plan RFP/Q, Schmidt Design Group and Studio Park Ave. Ms. Ferris also had a phone conversation with Miranda Lovato at Studio Park Ave to let her know the commission continues its interest in working with her when the project moves forward.

Five-Year Capital Plan: Ms. Ferris said she has no new information about the plan.

Sports Programs: There was no report.

2019-20 Budget: There was no new report.

Halloween Bash 2020: Mrs. Harrington said she has nothing new to report.

Playing Field Subcommittee Report: Ms. Ferris reported Chris Dunn at Premier Turf would like to do some work at the infields of the ballfields and has confirmed he would do the work without charge. He proposes to do this work in June. Mrs. Everett made a motion to accept Premier Turf's offer to do minimal maintenance work on the infields as proposed. Mr. Perkins seconded the motion, and the motion was approved unanimously.

Rob Zombie Event proposal follow-up: There was no new report.

Summer Concert Series, sponsors, promotions: Ms. Ferris reported she contacted the bands for a second time regarding the summer series. The bands remain interested in performing live, and taping of a concert also was discussed. Ms. McMahon voiced concerns about asking businesses to sponsor concerts given the economic climate. Park and Recreation could fund the series out of its operating budget. The commission discussed the possibility of having one event with a couple of bands later in the summer. The commission agreed to revisit this next month when there should be more information about group sizes.

2020-21 Budget Proposal Update: Ms. Ferris noted the Board of Finance is meeting May 19 at 7 p.m. to consider the proposed budget. Mrs. Harrington urged commissioners to be there to support Park and Recreation's budget. Ms. Ferris will send commissioners the Zoom meeting information.

Mission Statements: Ms. Ferris said the only feedback she has received is from John Grant who voiced support for the statements. Mrs. Everett said the statements look great, and Mrs. Harrington said she feels they describe us well. Mr. Perkins made a motion to accept the mission statements as proposed (attached). Ms. McMahon seconded the motion, and the motion was approved unanimously.

HuddleUp CT proposal: Ms. Ferris reported she contacted instructor Daipai Horace and he agreed to change the time of the one program to 5:30-7:30 p.m. The program is on hold at this time.

Summer Programming: Ms. Ferris said she has attended several Zoom meetings regarding summer programs. The regional recreation directors are meeting May 28 with Torrington Area Health District representative to discuss summer program. Additionally, more state guidance is expected this week. Ms. Ferris said she would report on these meetings after which time decisions could be made about summer programs.

New Business: Beaver Permit: Ms. Ferris reported there is a beaver lodge in the feeder pond at Emery Park. The removal of the lodge requires a state permit, which has been issued. The removal involves a cost, estimated between \$1000 and \$1500 depending on the number of beaver, and involves killing of the beaver. Mrs. Everett said the beaver are a pretty natural thing and that there are pros and cons to the beaver, adding she doesn't like that they would have to be killed. Mrs. Harrington said it is terrible that they can't be trapped and relocated. The commission consensus is not to act on the permit, citing concerns about the killing of the beaver and the potential public feedback of such action, and to monitor the situation.

The next Park and Recreation Commission meeting is June 15, 2020. Mrs. Everett made a motion to adjourn the meeting at 7:34 p.m.

Lesly Ferris
Director

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2019-2020 After-School Program

Week of	Mon	Tues	Wed	Thurs	Fri	wk/mth total	2018-19	IGA bill	cost pp
8/26-8/30	5	6	7	5	NS	23			
9/2-9/6	H	7	9	10	6	32			
9/9-9/13	8	10	6	15	9	48			
9/16-9/20	11	9	13	16	10	59			
9/23-9/27	10	12	ED	18	13	53			
Total	34	44	35	64	38	215	171	\$ 163.98	\$ 0.76
9/30-10/4	9	10	9	11	13	52			
10/7-10/11	9	13	13	17	13	65			
10/14-10/18	H	12	10	WD	6	28			
10/21-10/25	13	16	ED	ED	10	39			
Total	31	51	32	28	42	184	233	\$ 143.68	\$ 0.78
10/28-11/1	13	6	10	9	11	49			
11/4-11/8	12	11	ED	15	10	48			
11/11-11/15	H	10	14	13	11	48			
11/18-11/22	12	12	15	12	9	60			
Total	37	39	39	49	41	205	163	\$ 93.87	\$ 0.46
11/25-11/29	9	7	H	H	H	16			
12/2-12/6	SD	SD	ED	16	16	32			
12/8-12/13	13	10	14	14	10	61			
12/16-12/20	10	SD	14	13	8	45			
12/23-12/27	H	H	H	H	H	0			
Total	32	17	28	43	34	154	208	\$ 121.58	\$ 0.79
12/30-1/3	H	H	H	H	NS	0			
1/6-1/10	10	10	7	13	10	50			
1/13-1/17	8	12	ED	12	9	41			
1/20-1/24	H	8	8	9	9	34			
1/27-1/31	10	12	9	6	8	45			
Total	28	42	24	40	36	170	168	\$ 125.95	\$ 0.74
2/3-2/7	8	12	ED	11	13	44			
2/10-2/14	9	13	6	7	9	44			
2/17-2/21	H	H	10	12	10	32			
2/24-2/28	12	11	9	12	9	53			
Total	29	36	25	42	41	173	153	\$ 84.15	\$ 0.49
3/2-3/6	10	13	ED	18	9	50			
3/9-3/13	7	10	10	18	7	52			
3/16-3/20	NS	NS	NS	NS	NS	0			
3/23-3/27	NS	NS	ED	ED	NS	0			
Total	17	23	10	36	16	102	162	\$ 117.64	\$ 1.15
3/30-4/3	NS	NS	NS	NS	NS	0			
4/6-4/10	NS	NS	NS	NS	NS	0			
4/13-4/17	V	V	V	V	V	0			
4/20-4/24	NS	NS	NS	NS	NS	0			
4/27-5/1	NS	NS	NS	NS	NS	0			
Total	0	0	0	0	0	0	133		
5/4-5/8	NS	NS	NS	NS	NS	0			
5/12-5/15	NS	NS	NS	NS	NS	0			
5/18-5/22	NS	NS	NS	NS	NS	0			
5/25-5/29	H					0			
Total	0	0	0	0	0	0	258		
6/1-6/5	NS	NS	NS	NS	NS	0			
6/8-6/12	NS	NS	NS	NS	NS	0			
Total	0	0	0	0	0	0	81	\$ 850.85	

total participation 1203/113 days = 10+/daily average; snack avg daily cost: \$.71

Park and Recreation Mission Statements

The Kent Park and Recreation Commission works to realize the ongoing missions of Kent Park and Kent Recreation through balanced, thoughtful, equitable stewardship and planning by highly committed volunteers.

Parks: To provide safe places for residents and visitors to enjoy the flora, fauna and community of Kent through passive and active outdoor recreation.

Recreation: To engage our community through a diverse mix of educational, leisure, athletic, and entertainment programming, to enrich and improve the daily lives of our residents and visitors.

Adopted 5/18/2020

Park and Recreation Director's Report

May 2020

From the April 2020 meeting:

- I notified in writing the Schmidt Design and Studio Park Ave regarding the commission's decision on their respective bids for the Parks' Master Plan RFP/Q. I also had a phone conversation with Mirando Lovato at Studio Park Ave to update her on the commission's discussion about the status of the project.
- I sent lifeguard Tommy Soderstrom a revised job offer as Emery Park head lifeguard.
- I contacted Daipai Horace regarding the HuddleUp CT proposal, and he is agreeable to revise the time to run 5:30-7:30 p.m.
- I am attaching the proposed mission statements that the commission worked on at the meeting. Please email me if you have any suggested changes before the meeting so I could share them with the other commissioners.

From the director:

After-School Program: I sent out invoices at the end of April to those families who have a balance due the program. Most of our families have been able to pay, and I will remain in contact with those who need more time. Invoices typically are due before June 30 to coincide with the close of the fiscal year. I am attaching the monthly attendance sheet, which also reflects the final figures for the school year. As you may be aware, school will not reopen for the remainder of the 2019-2020 school year. I have been in contact with the school principal and offered the school the use of the remaining snacks in the ASP closet as most would expire over the summer (crackers, pretzels, chips). The school has distributed these to families through the meal program. I hand wrote letters to the ASP youngsters, enclosed some wiggly eyes and a reminder about the Park and Recreation weekly Take Home Test on YouTube and postal mailed those May 7. I also will be contacting the school administration and ask to be kept apprised of what the anticipated fall reopening of school would look like to facilitate planning for the After-School Program and will keep you updated on this. I remain in contact with the program staff. I have recommended the staff receive compensation through May 29, which Lynn Harrington has endorsed.

Budget/Five-Year Capital Plan: The Board of Selectmen monthly meeting is May 12 at which time budget is on the agenda to consider and answer any questions from the budget survey monkey. The Board of Finance then meets May 19 at which time it will consider the questions and may act on the budget proposal. The agendas and Zoom meeting access information is available on the town website: townofkentct.org.

Parks: The swimming area at Emery Park mostly is drained, thank you Town Crew! I know John Grant has been doing a few things in the parks, including cutting back the tall grasses in the parking lot at Emery, and he will be planting some bulbs around the fence posts in that parking lot, as well. A new issue happened in recent weeks, a first that I am aware of in 20-plus years - the beaver have built themselves a home in the

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feeder pond at Emery Park. A state application and permit are required to remove the beaver since it is out of season, and I have completed and sent this to the state via email. I am hearing from some

of the seniors in Kent that they have been walking the path at Kent Common and updated me on the tulip blooms in the Memory Garden. I shared some pictures of the daffodil blooms in the garden on Facebook and added one of those pictures to the Park and Recreation Facebook Page.

Playing Field Subcommittee: I have nothing new to report. The town crew has started mowing the field for the season.

Fee Programs: I will touch base with our instructors again before the commission meeting; otherwise there is nothing new to report as Town buildings still are closed to the public.

Regional Recreation Directors: We continue to email and talk each week to compare notes, updates and ideas. The current focus of our conversations is summer programming and facilities. We are planning a Zoom meeting after we participate in another meeting and gain more guidance from the state which is expected May 15. There definitely is a focus on working together regionally to see what could be offered during the summer and thinking outside of the box if need be.

Sports Programs: Spring sports programs are now canceled. Waiting to hear more on the status of summer sports, if any, and also what fall sports could look like. I do want to share with the commission I received a phone call from Garrison Smith, a veteran Park and Recreation soccer coach. Garrison and his family will be leaving Kent early this summer as he has accepted a new teaching position at a private school out of state. I thanked him on the phone and sent him a note, expressing Park and Recreation's and my personal thanks for his years of dedication and time to the youth and families in Kent through his countless hours coaching.

Senior Activities: The senior center is closed and bus trips on hold until further notice. We received notice from Goodspeed Opera House that currently it would be offering one show in the fall for which we have tickets and have filled a bus of 14 passengers. I have been taking time to call the seniors that typically participate in our bus outings to touch base.

Summer programs/employees: I have been continuing contact with the summer camp employees and we, too, plan to meet via Zoom once I have more information about summer camp. I have participated in two Zoom meetings regarding summer camps. The first was with the State Office of Early Childhood and the second through the Connecticut Recreation and Parks Association.

Guidelines coming from the state include:

- program size maximum of 30; individual group size limited to 10
- temperature taking of participants and staff daily

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- staff must wear masks
- programs must have a safe, secure indoor space for all participants and staff that allows for adherence to social distancing in the event of inclement weather.
- Process in place to notify state, local health district, participant families in the event someone at the program tests positive for COVID-19.

The governor is expected to release additional guidelines May 15, and I will prepare and distribute an overview before the commission meeting. There also has been emphasis on working with the Town's local health district. The regional recreation directors will meet after that date to brainstorm,

as well. I think there still is time to make decisions and plans, and this information should be helpful in this endeavor.

There hasn't been any new information regarding the availability of offering lifeguard certification classes other than the classroom portion can be done virtually. The commission will need to discuss opening of the Emery Park swimming area and if appropriate social distancing could be maintained. Another unknown is staffing.

Summer Concert Series: I contacted the concert series bands again today to touch base and get their feedback. First, they each appreciate that we have stayed in contact. Each is interested in working together to bring live music to the community this summer. We agree to continue the discussion, look at options (listening from inside parked cars?) and come up with a plan. The first concert is scheduled July 2. Question: does the commission want to try to secure sponsorships?

Work schedule: I continue to answer emails, phone messages and participate in Zoom meetings each week. I am creating and posting the weekly Take Home Test Friday mornings. I have been posting information Park and Recreation receives through emails about virtual programs and activities. I participate via Zoom in the Board of Selectmen meetings. I spend some time in the office each week to check the phone, process mail and invoices.

Looking ahead ...

- I will be using a PTO day May 22.
- Town Hall remains closed to the public.

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BY

J. Broley
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