

Kent Park and Recreation  
Minutes Oct. 19, 2020 Monthly Meeting

Present: Blythe Everett, John Grant, Lynn Harrington, Diane Impastato, Michael Perkins, Abigail Smith Hanby, Kate Symonds, director Lesly Ferris.

Public & Invited Guests: None.

Chairman Lynn Harrington called the monthly meeting to order at 7:01 p.m.

Alternates: Mr. Perkins made a motion to elevate alternate Diane Impastato. Mrs. Everett seconded the motion, and the motion was approved unanimously.

Agenda: Mrs. Everett made a motion to approve the agenda as presented. Mr. Perkins seconded the motion, and the motion was approved unanimously.

Minutes: Mrs. Everett made a motion to approve the minutes of the Sept. 21, 2020 monthly meeting. Mr. Perkins seconded the motion, and the motion was approved unanimously.

Correspondence: Ms. Ferris read commission alternate Trisha McMahon's letter of resignation from the commission (attached). Mr. Perkins made a motion to accept Trisha McMahon's resignation from the commission. Ms. Ferris will send Ms. McMahon a letter on behalf of the commission thanking her for her service.

Public and Invited Guests: No public was present.

Director's Report: In addition to the written report provided prior to the meeting (attached), Ms. Ferris noted she will provide the commission a list of the commission seats that expire in January prior to the November meeting. Ms. Smith Hanby noted the date of Election Day referenced in the director's report is incorrect. Election Day is November 3.

Old Business: After-School Program: Ms. Ferris read resignation letter from ASP staff member Beth Dituro (attached). Ms. Ferris is helping at the program. Someone will need to be hired before the end of November. Ms. Ferris will share the job description and salary range with the commission. Ms. Ferris said that there are now 12 youngsters registered for the program and that the program is filling a need for working parents.

Parks: Mr. Grant has painted the benches at Kent Common Park. The park pavilion's main posts need painting. Mr. Grant suggested asking the Lions Club if it could do the painting. Mrs. Everett offered that a small group of Marvelwood School students could do the painting. Mrs. Everett will coordinate this with Mr. Grant. The glass still needs to be replaced in the Emery Park building. Ms. Ferris shared that the Emery Park pool is being filled for the winter. Mr. Grant asked if the water needs to be tested because of the beaver. Ms. Ferris will check with Torrington Area Health District. Ms. Smith Hanby suggested it would be beneficial to have a list of maintenance items and deferred maintenance items. Mr. Perkins suggested this could be done by park and month-by-month. Ms. Ferris and Ms. Smith Hanby will work on this. Mr. Grant and Ms. Impastato report a lot of use of the tennis courts, including a person who appears to be giving private lessons. The commission needs to know who this person is and they should come to the commission if they want to teach lessons at the Town courts. Ms. Smith Hanby suggested

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doing random checks of park passes. Ms. Impastato suggested putting up a sign on the courts. Ms. Ferris said a sign could be posted on the door to the courts.

Parks' Master Plan: The plan still needs funding. Park and Recreation has just under \$10,000. Ms. Smith Hanby stated that she has had people express interest in being friends of the parks and she feels Park and Rec should find an outlet for them. Ms. Smith Hanby gave an overview of the Master Plan process to date and suggested the subcommittee meet after the Election. A questionnaire could be designed to get feedback about the community's vision for the parks and would mean less work for the consultant to do. Ms. Ferris will email the subcommittee members about meeting after the Election.

Five-Year Capital Plan: Ms. Ferris said capital plan requests are due by November 30. Park and Recreation currently has money in the plan for replacement of the playgrounds at both parks and for repainting of the tennis courts. Mr. Grant suggested having money to replace the culvert at Kent Common Park.

Sports Programs: Ms. Ferris has no new information to report on winter sports. Ms. Ferris has been in contact with Kent and South Kent Schools about ice time.

2020-21 Budget: There was no new report.

Halloween Bash 2020: Mrs. Harrington reported the following:

- The event will take place October 30 starting at 6 p.m. at Club Getaway.
- Registration for the event will take place through Eventbrite.
- Groups of 5 to 10 cars will be spaced out every 15 minutes. Cars will have only parking lights on when going through the haunted stations.
- Club Getaway is putting up decorations.
- The Land Trust, Lions Club and Bain Real Estate have expressed interest in having stations. Kent School may provide a station but would not be able to man it.
- Notice of the event and request for businesses to create stations went out through the Chamber of Commerce on October 15.
- Dan Greenbaum has a cherry picker truck that could help with putting lights in trees, depending on how far the truck can get into the Club Getaway property.

Mrs. Harrington shared some ideas for props. Mrs. Everett and Ms. Smith Hanby stated concerns about having bodies and/or body parts hanging from ropes and trees, given what currently is going on in the country. The commission viewed aerial photos of Club Getaway to see the loop for the event (attached).

Mrs. Harrington is working on a flyer. Club Getaway should be listed as a co-sponsor. Ms. Ferris asked if the commission wishes to set a budget for the event. No action was taken. Mrs. Harrington listed items needed to be purchased, including gauze to make a mummy, spider webbing, glow in the dark paint and lights. Volunteers could be goblins, ghouls. Mrs. Harrington needs paper towel and toilet paper rolls. Mrs. Everett said she could do a drive for these items at

Marvelwood. Set-up would begin Thursday night and continue all day Friday. Ms. Ferris will find out when everything needs to be cleaned-up. Organizations would need to provide a certificate of insurance that names the Town of Kent and Club Getaway as additional insureds for the event. The subcommittee should decide the number of cars per time slot when it meets Thursday.

Ms. Ferris has ordered the glow necklaces to distribute on Halloween with Resident State Trooper Andrew Fisher. This would take place on North Main Street. Necklaces would be placed on tables for the public to pick-up. Ms. Ferris also ordered some glow necklaces for the haunted drive-thru.

Playing Field subcommittee: Ms. Ferris reiterated that the ballfield infields have been cleaned. The clay hasn't been installed yet. Mr. Grant noted there is one and possibly two vacancies on the three-person subcommittee.

New Business: Park trees' risk assessment: Mr. Grant met recently with Alec Benoit of Bartlett Tree Experts to do a risk assessment of the trees in the two Town parks (attached). Ms. Ferris suggested it may be prudent to ask the Town tree warden to do the risk assessment instead of a private business that would be bidding on the work. Mr. Grant noted Bartlett is happy to provide this service, and most of the work noted involves bore injections and work that could be done in the spring. He said the commission could look at doing this work in the spring and review the budget and decide how much it has to spend on tree work. Mr. Grant noted there is one limb hanging by the tennis courts bench area that the Town could go back and remove.

The next Kent Park and Recreation Commission meeting is Nov. 16, 2020 at 7 p.m. Mrs. Harrington made a motion to adjourn the meeting at 8:17 p.m.

Lesly Ferris  
Director

*Minutes are not considered final until approved. Refer to the minutes from ensuing meeting for any changes and/or corrections.*

Client: 2142930

Printed on: 10/3/2020

Emery Park  
C/O Town of Kent, Lesly Ferris  
PO Box 678  
Kent, CT 06757

Bartlett Tree Experts  
Alec Benoit - Representative  
78 Park Lane, Unit 2  
New Milford, CT 06776

Business: 860.927.4627  
E-Mail Address: parkandrec@townofkentct.org

Bus. Reg. ID: B-3470

CT Applicator Certification No.: S6254  
Business: 860-927-3899  
Fax Number: 860-927-3883  
E-Mail Address: abenoit@bartlett.com

**Property Address: Emery Park, 42 Segar Mtn. Rd, Kent, CT 06757**

The following program is recommended for certain trees and shrubs on your property. In addition to a thorough plant health care program, Bartlett Tree Experts recommends having a qualified arborist inspect your property periodically to assist you in identifying potential risks or hazardous conditions relating to your trees or shrubs. THIS IS NOT AN INVOICE.

Thank you for selecting the Bartlett Tree Expert Company to provide you with scientific tree and shrub care. This proposal is based on my knowledge and inspection of your trees and shrubs. Your decision to employ Bartlett, as the contractor for this work will ensure that certified tree experts and arborists are available to consult with you on all phases of protecting and maintaining the trees and shrubs on your property.

## **Pest Management:**

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### **Scab Treatment**

Perform a foliage treatment to the following plants to help suppress apple scab and rust.

- Crabapple located at the South Side of shed
- Crabapple located at the South side of property, near lower picnic area
- Crabapple located at the North of pool

Provide 3 treatments at 0.00 per treatment.

Estimated Treatment Dates: 4/23/2021, 5/21/2021, 6/23/2021.

### **Arborist Notes:**

- Note to client: Amount to be provided at time of bid.

## **Tree and Shrub Work:**

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## Natural Pruning

### Species

Crabapple, *Malus sp.*

Crabapple, *Malus sp.*

Crabapple, *Malus sp.*

### Location

South Side of shed

South side of property, near lower picnic area

North of pool

### Goals:

- Improve light and air penetration through crown
- Remove dead branches
- Improve appearance
- Reduce size of crown

### Specifications:

- Remove all dead branches, 2-4 inch diameter cut(s), entire canopy
- Remove 20 percent of live, rubbing, interfering branches, 0.25-2 inch diameter cut(s), entire canopy
- Reduce live, over-extended branches as needed, 3-5 feet length reduction, entire canopy
- Remove all debris

## Removal

Cut down the dead 2 Dead Ash located at the SW corner of parking lot. Leave stump low. Remove resulting debris.

## Natural Pruning

### Species

Catalpa, *Catalpa sp.*

### Location

West side of property, near wood chip piles

### Goals:

- Reduce weight of branch ends

### Specifications:

- Reduce live, over-extended branches as needed, 6-10 feet length reduction, sides
- Remove all debris

## Removal

Cut down the declining Declining Choke Cherry located at the West side of property along service road. Leave stump low. Remove resulting debris.

## Natural Pruning

### Species

Birch, *Betula sp.*

### Location

South of pool

### Goals:

- Raise lower canopy

**Specifications:**

- Remove live, over-extended branches as needed, 1-4 inch diameter cut(s), growing toward pool side
- Remove all debris

**Removal**

Cut down the dead 2 Dead Ash located at the South side of pool. Leave stump low. Leave debris stacked neatly, for town to pick up.

**Removal**

Cut down the dead Dead Cedar located at the South West corner of property. Leave stump low. Leave debris stacked neatly for town to pick up.

**Natural Pruning**

**Species**

Sugar Maple, *Acer saccharum*

**Location**

NE corner of property, near playground

**Goals:**

- Remove dead branches

**Specifications:**

- Remove all dead branches, 2-8 inch diameter cut(s), entire canopy
- Remove all debris

**Removal**

Cut down the declining Red Maple located at the NE corner of property, near playground. Leave stump low. Leave debris for town to remove, stack neatly.

**Removal**

Remove the large Twin Stem Cottonwood located at the SE corner of parking lot. Leave stump low. Remove debris less than 18", leave wood cut in 4'-6' sections for town to pick up.

**Removal**

Cut down the dead 2 Dead Ash located at the North West corner of property, right of service road. Leave stump low. Leave debris in woods.


Thank you for the confidence you place in the Bartlett Tree Expert Company. If you have any questions about my recommendations, please feel free to contact me. Please sign below to approve the items listed in the proposal and send or fax a copy to our office. If not all items are selected at this time, please designate the portions you have selected and I will schedule the treatments accordingly.

Thank you,

**Additional Information**

For your convenience, we have placed the pesticide labels, precautionary statements, material safety data sheets, as well as any pertinent consumer information notices regarding protection of humans, animals, and the environment with respect to your proposed plant health care treatment, on our website at <http://www.bartlett.com/productlabels/> for you to review. When accessing this website, simply go to the listed state in which the proposed treatment will take place, and review any of the information relating to your treatment options. If you have any questions, or if you wish to receive any of the treatment information separately, please contact your local Bartlett office. We will be happy to answer any questions, or provide you with this information on a CD Rom or paper if you prefer.

Please review the information and the terms and conditions attached, which become part of the agreement, and sign and return one copy authorizing the program.

\_\_\_\_\_  
(Customer Signature)  
  
\_\_\_\_\_  
(Bartlett Representative - Alec Benoit)

\_\_\_\_\_  
(Date)  
10/3/2020  
\_\_\_\_\_  
(Date)

\* Sales tax added where applicable. Prices are guaranteed if accepted within thirty days.

All accounts are net payable upon receipt of invoice.

Work is done in accordance with ANSI A300 Tree Care Standards.

To access a certificate of liability insurance for Bartlett Tree Experts, please navigate to  
<http://www.bartlett.com/BartlettCOL.pdf>

A Job Site Safety Analysis was completed for your property, please contact your arborist for further details.

Client: 2111681

Printed on: 10/3/2020

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C/O Town of Kent, Lesly Ferris  
PO Box 678  
Kent, CT 06757

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## **Pest Management:**

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### **Scab Treatment**

Perform a foliage treatment to the following plants to help suppress apple scab and rust.

- Crabapple located at the left of walking path (NW) side of property
- Crabapple located at the right of walking path (NW side of property)
- 4 Crabapple group located at the West side of pavillion

Provide 3 treatments at 0.00 per treatment.

Estimated Treatment Dates: 4/15/2021 thru 5/11/2021, 5/14/2021 thru 6/9/2021, 6/15/2021 thru 7/11/2021.

### **Arborist Notes:**

- Note to client: Amount to be provided upon bid

### **Needlecast Treatment**

Perform a foliage treatment to the following plant to help suppress needlecast.



Client: 2111681

Printed on: 10/3/2020

- Spruce located at the near pavillion

Provide 2 treatments at 0.00 per treatment.

Estimated Treatment Dates: 5/28/2021, 6/25/2021.

**Arborist Notes:**

- Note to client: Amount to be provided upon bid

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**Tree and Shrub Work:**

**Natural Pruning**

**Species**

Black Cherry, *Prunus serotina*

**Location**

area along the walking path (NW side of property)

**Goals:**

- Remove dead branches

**Specifications:**

- Remove all dead branches, 2-6 inch diameter cut(s), entire canopy
- Remove all debris

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**Natural Pruning**

**Species**

Crabapple, *Malus sp.*

**Location**

right of walking path (NW side of property)

**Goals:**

- Reduce risk of branch failure
- Remove dead branches
- Reduce size of crown
- Improve appearance

**Specifications:**

- Remove all dead, broken branches, 2-6 inch diameter cut(s), entire canopy
- Remove 20 percent of live, rubbing, interfering branches, 0.25-2 inch diameter cut(s), entire canopy
- Reduce live, over-extended branches as needed, 3-5 feet length reduction, entire canopy
- Remove all debris

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**Natural Pruning**

**Species**

Katsuratree, *Cercidiphyllum japonicum*

**Location**

SW side of property, near South Commons Rd

**Goals:**

- Remove dead branches

**Specifications:**

- Remove all dead branches, 2-6 inch diameter cut(s), entire canopy
- Remove all debris

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**Natural Pruning**

**Species**

Leaning Box Elder, *Acer negundo*

Leaning Box Elder, *Acer negundo*

**Location**

SW side of property, along South Commons Rd  
area near the South Commons Rd, entrance to  
property

**Goals:**

- Reduce branch weight
- Reduce likelihood of storm damage

**Specifications:**

- Reduce and/or remove live, over-extended branches as needed, 3-8 feet length reduction, leaning side of canopy
- Remove all debris

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**Natural Pruning**

**Species**

Birch, *Betula sp.*

**Location**

area along the south walking path

**Goals:**

- Remove hanger

**Specifications:**

- Remove 1 dead, broken branch, 1-3 inch diameter cut(s), growing toward walking path
- Remove all debris

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**Supplemental Support**

Install 1 supplemental support cable in Catalpa located at the area adjacent to the pavillion, south side of property to limit branch movement to reduce the risk of branch failure.

Supports require periodic inspection for evidence of fatigue and to verify functionality. Please contact your Bartlett Arborist to schedule the inspection each year.

Materials used for cabling consists of 7-strand galvanized steel cable anchored to branches or stems with forged eyebolts. Eyebolts are secured with nuts with washers.

### Natural Pruning

**Species**

Black Cherry, *Prunus serotina*

**Location**

area along South Commons Rd, left side

**Goals:**

- Remove dead branches

**Specifications:**

- Remove all dead branches, 2-8 inch diameter cut(s), entire canopy
  - Remove all debris
- 

### Natural Pruning

**Species**

Leaning Maple, *Acer sp.*

**Location**

area at the left side of South Commons road, near the lamp

**Goals:**

- Reduce branch weight
- Reduce risk of branch failure

**Specifications:**

- Remove live, over-extended branches as needed, 3-5 feet length reduction, growing toward road
  - Remove all debris
- 

### Natural Pruning

**Species**

Oak, *Quercus sp.*

**Location**

South East corner of property, near pavillion

**Goals:**

- Remove dead branches

**Specifications:**

- Remove all dead branches, 2-6 inch diameter cut(s), lower 15' of canopy
  - Remove all debris
- 

### Natural Pruning

**Species**

4 Crabapple group

**Location**

West side of pavillion

**Goals:**

- Improve light and air penetration through crown
- Remove dead branches
- Improve appearance
- Reduce size of crown
- Raise lower canopy

**Specifications:**

- Remove all dead branches, 2-5 inch diameter cut(s), entire canopy
- Remove 20 percent of live, rubbing, interfering branches, 0.25-2 inch diameter cut(s), entire canopy
- Reduce live, over-extended branches as needed, 2-5 feet length reduction, entire canopy
- Remove live, interfering branches as needed, 4-6 feet length reduction, lower 4'-6' of canopy
- Remove all debris

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**Natural Pruning**

**Species**

Pin Oak, *Quercus palustris*

**Location**

area near swingset

**Goals:**

- Remove dead branches

**Specifications:**

- Remove all dead branches, 1-6 inch diameter cut(s), entire canopy
- Remove all debris

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**Natural Pruning**

**Species**

Choke Cherry, *Prunus sp.*

**Location**

area near the sitting bench, North side of property

**Goals:**

- Raise lower branches

**Specifications:**

- Reduce and/or remove live, over-extended branches as needed, 1-3 inch diameter cut(s), lower 6' of canopy
- Remove all debris

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**Tree and Shrub Work: Winter**

**Natural Pruning**

**Species**

Catalpa, *Catalpa sp.*

**Location**

right of swift lane drive

**Goals:**

- Remove dead branches

**Specifications:**

- Remove all dead, broken branches, 2-6 inch diameter cut(s), entire canopy
  - Remove all debris
- .....

**Natural Pruning**

**Species**

Crabapple, *Malus sp.*

**Location**

left of walking path (NW) side of property

**Goals:**

- Reduce risk of branch failure
- Remove dead branches
- Improve appearance
- Reduce size of crown
- Improve light and air penetration through crown

**Specifications:**

- Remove all dead branches, 2-6 inch diameter cut(s), entire canopy
  - Remove live, rubbing, interfering branches as needed, 0.25-2 inch diameter cut(s), entire canopy
  - Reduce live, over-extended branches as needed, 3-5 feet length reduction, entire canopy
  - Remove all debris
- .....

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10/3/2020

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# Resignation

Inbox

**T. S. McMahon**

11:19 AM (1  
hour ago)

to Lesly, me

Dear Lesly,

Since we will be moving to our new home in Washington, CT very soon, I will no longer be eligible to serve on the Kent Park & Rec Commission.

So, kindly consider this letter of resignation from the Commission, effective immediately.

It has been my pleasure to have served on the Commission for these past couple of years. And I am proud to have served with such a wonderful group of people dedicated to what is, I believe, the heart and soul of our beautiful community.

Best wishes for continued success.

Warmly,

Trisha McMahon

**Beth Dituro**

Tue, Sep 29,  
7:36 AM

to Kent

Hi Lesly,

It is with regret that I am writing to inform you that I am resigning from my position with the the Kent Parks and Rec ASP.

As discussed last week, I do not feel that I am a good fit for the program. I think it's best to leave now so that you can find a replacement as soon as possible for the good of the program and the kids.

We can discuss timing when I see you later this afternoon.

*- beth*



