

Kent Park and Recreation Commission  
Minutes, Special Meeting  
March 24, 2021

Present: John Grant, Lynn Harrington, Julia Neff, Abigail Smith Hanby, director Lesly Ferris.

Public and Invited Guests: Debbie Devaux, Donna Hayes, Stacey Kabasakalian, Joyce Kearns, Jean Speck, Pam White, Melissa Woodin.

Chairman Lynn Harrington called the meeting to order at 7:35 p.m. via Zoom.

Elevation of Alternates: Ms. Smith Hanby made a motion to elevate alternate Julia Neff. Mrs. Harrington seconded the motion, and the motion was approved unanimously.

Discussion of coverage for ASP; Possible Action: Mrs. Harrington said coverage would be needed for the After-School Program for the week of April 5. The following week there isn't school. Coverage would then be needed for the rest of the school year. Mrs. Harrington said the main objective is to assure the school and the parents that the program would be running. Mrs. Harrington said she spoke with a candidate today who would be available Monday through Wednesday. Ms. Ferris noted the high school counselor knows the protocols but can't be at the program alone. Ms. Neff said she may have candidates and will reach out to them. Ms. Ferris said the commission would need back-up in case someone is unable to come to work. Ms. Ferris also noted the need for someone to review the Eventbrite account each day for program attendance and email this with Kent Center School main office. Ms. Speck suggested the director write up the process for Eventbrite. Ms. Speck said her office is available to help, just ask. Ms. Ferris noted the co-director position currently is funded at \$19.50/hour. Ms. Kearns reminded the commission that Ben Brady filled in for this position. Ms. Speck reminded the commission there is paperwork to fill out when a hire is made. Ms. Speck said she had a quick conversation with KCS Principal Michelle Mott, who is aware that Ms. Ferris is leaving. Ms. Speck shared with Ms. Mott that the commission is working hard to ensure continuity at ASP.

Discussion of hiring process and moving forward regarding new Park and Rec director: Ms. Speck outlined the hiring process, noting that the Board of Selectmen has a meeting Friday morning that includes the Park and Rec director position. She said the selectmen would like to hear the Commission's thoughts on the job description and duties. Ms. Speck said the process for hiring would be the commission making a recommendation to the selectmen. Ms. Speck suggested she and Mrs. Harrington review the bylaws. Ms. Speck will email bylaws and constitution to the director to send to the commission. There was discussion about the timeline for hiring, composition of the search committee, interview process. Ms. Ferris said she is working on the summer concert series with the Kent Land Trust, regional summer baseball camp, tennis camp. She noted that the protocols for summer camp haven't changed from last summer's except for group size, which now is 20.

Mrs. Harrington made a motion to adjourn the meeting at 8:09 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.*