

Kent Park and Recreation Commission
Feb. 22, 2016 Monthly Meeting Minutes

RECEIVED FOR RECORD
KENT TOWN CLERK
2016 FEB 23 P 3:27
BY *J. Bailey*
TOWN CLERK

Present: Jerry Decker, Dave Dunleavy, Mike Green, Glen Nielsen, Jessie Rundall, director, Lesly Ferris

Public and Invited Guests: John Grant.

Park and Recreation director Lesly Ferris called the meeting to order at 7:02 p.m.

Alternates: No alternates were present at the meeting.

Election of Chairman: Mrs. Rundall made a motion to appoint Jerry Decker as commission chairman until Jan. 23, 2017. Mr. Green seconded the motion, and the motion was approved 4-0 with Mr. Decker abstaining.

Mr. Decker took over running the meeting.

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

Minutes: Mr. Green made a motion to approve the minutes of the Dec. 7, 2015 special meeting and the Jan. 25, 2016 monthly meeting. Mrs. Rundall seconded the motion, and the motion was approved unanimously.

Correspondence: Mrs. Ferris read the following (attached):

- Letter from Sallie Ketcham regarding creation of a paddle tennis court in Kent. The commission consensus is it does not have space for such a facility and focus should be on the future of a swimming facility.
- Memo from the town treasurer regarding the 2016 mileage reimbursement rate.
- Kent Community Fund's 2015 Report.

Public and Invited Guests: No Report.

Director's Report: In addition to the written report provided prior to the meeting, Mrs. Ferris reported the following:

- There may be ice skating time available in April at South Kent School;
- Godspeed trips for 2016 are booked. This is a joint program with Sharon Recreation.
- Senior Exercise Class is scheduled for six weeks, beginning April 14.
- The annual regional senior luncheon is June 3 in Salisbury.
- Kent Center School youngsters visited the Senior Center for cards, games and lunch on Feb. 17 and plan to return in March to color Easter Eggs with the seniors.
- The Egg Hunt is March 19
- Leap Day luncheon at the Senior Center on Feb. 29.

Old Business: After-School Program: Mrs. Ferris reported the attendance figures continue to exceed the prior years with about \$4,000 anticipated in additional revenue over last school year. Mrs. Ferris noted

the director has expressed interest in returning next year. Mrs. Ferris suggested the commission vote on a new contract for the program director before the end of the school year.

Parks: Mrs. Ferris said Shawn McAvoy has proposed trimming work along the pathway and behind the multi-purpose building at a cost of about \$1,400. Mr. Dunleavy made a motion to accept Mr. McAvoy's proposal for brush trimming work at a cost of \$1,400. Mrs. Rundall seconded the motion, and the motion was approved unanimously.

Mrs. Ferris suggested getting prices for staining of the building at Emery Park and asked commissioners to suggest possible contractors from whom she could get bids. She will place this on the Park and Recreation website.

2015-16 Budget: There was no report.

Five-Year Capital Plan: There was no report.

Emery Park Swimming Area: public input: The commission agrees it should have some price estimates before soliciting feedback from the public regarding a new swimming facility. Mrs. Ferris will begin working on getting prices. Mrs. Rundall suggested having a forum in the summer while Mr. Dunleavy suggested having informational hand-outs to give park patrons this summer to get feedback. A fall forum was discussed as a possibility. Mrs. Ferris will confirm the timeframe for the longevity of the pool.

Commission seats: alternate vacancy: Mrs. Ferris read an email from Kent resident John Grant in which he expresses an interest in the commission alternate vacancy (attached). Mr. Dunleavy made a motion to appoint John Grant to fill the alternate vacancy until January 19, 2017. Mrs. Rundall seconded the motion, and the motion was approved unanimously.

Basketball program: Mrs. Ferris reported the basketball programs end this week. The program for grades 4-8 has 22 youngsters participating. The games, played on Tuesday or Saturday, have been evenly matched for much of the season. Mrs. Ferris said she worked with the coaches on awards that will be presented Saturday after the last game. These awards are a bit different from prior years because of the change in the make-up of the program. The coaches will be presented one Most Improved Player, one 110% Award and two Sportsmanship Awards. Mr. Dunleavy said he would like to see this program continue. Mrs. Ferris said she plans to send out basketball registration early next season to accommodate the new travel program for fifth and sixth grade boys and girls and also to offer an in-house coed program for grades 5-8.

John Grant arrived at the meeting.

New Business: Summer Employees: Mrs. Ferris shared recommendations for hire for summer 2016 employees. Mr. Dunleavy made a motion to offer the following contracts for hire for summer 2016 seasonal employees:

- Kevin Kalach, Camp Kent Director, \$14.50/hour, subject to budget approval;
- Kiera Bisenius, Emery Park Head Lifeguard, \$13.00/hour, subject to budget approval;
- Megan Leach, Camp Kent counselor, \$10.75/hour, subject to budget approval;

- Shannon Zidack, Emery Park swim instructor/lifeguard, \$11.75/hour, subject to budget approval;
- Jack Makris, Emery Park lifeguard, \$11.30/hour, subject to budget approval;
- Grace Herde, Emery Park lifeguard, \$11.30/hour, subject to budget approval;
- Laura Craft, Emery Park lifeguard, \$11/hour, subject to budget approval.

Mr. Green seconded the motion, and the motion was approved unanimously. Mrs. Ferris will invite the other camp counselor to apply for a position.

Club Getaway Proposal: Mrs. Ferris shared that Club Getaway has offered the Camp Kent youngsters the opportunity to spend Mondays at its facility at a cost of \$10/camper. Mrs. Ferris suggested this cost would be passed on to families on the designated weeks. She commented she feels this would be an added feature for the summer camp program and that the cost is very reasonable. Mr. Green made a motion to proceed with the proposal that Camp Kent visit Club Getaway on designated Mondays at a cost of \$10/camper to be included in the weekly registration fee. Mrs. Rundall seconded the motion, and the motion was approved unanimously.

Summer Concert Series: Mrs. Ferris shared possible dates for the summer concert series. She has been in contact with the Kent Chamber of Commerce and invited the chamber to co-sponsor the concert series this year. The plan is to have four concerts. Mrs. Ferris has emailed bands Mojo Nectar, The Nice Ones and George Potts and will email Bruce Carlson. Mr. Green made a motion to designate July 7, July 21, July 28 and Aug. 4 as dates of the 2016 summer concert series. Mr. Nielsen seconded the motion, and the motion was approved unanimously.

2016-17 Budget Proposal: Mrs. Ferris presented the budget proposal she submitted to the treasurer, noting she has met with the Board of Selectmen regarding this spending plan and that the selectmen have had two budget workshop sessions to date. Mrs. Ferris noted she did suggest decreasing line 23422 by \$500 because there will not be a soccer trainer next fall so those monies would offset the cost of camp youngsters going to Club Getaway. Mrs. Ferris noted town employees' salary increases are proposed at 3% across the board and that the cost of her personal health insurance would decrease due to a change in coverage. Mr. Dunleavy made a motion to approve the Park and Recreation 2016-17 budget proposal with the change to \$17,000 in line 23422. Mr. Green seconded the motion, and the motion was approved unanimously.

The next Kent Park and Recreation Commission meeting is March 21, 2016 at 7 p.m. Mrs. Rundall made a motion to adjourn the meeting at 7:45 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.

Beginning on Jan. 1, 2016, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

54 cents per mile for business miles driven, down from 57.5 cents for 2015.

**Park & Recreation
41 Kent Green BLVD
Kent, Ct 06757**

To Park & Recreation Committee;

I am proposing that two platform tennis courts with a small warming hut be built ideally placed near bathroom facilities.

Paddle tennis is a social game that can be played at any level and by any age.

The courts can be used in the summer for pee wee tennis.

Money would be raised through grants from the American Platform Tennis Association and private fund raising.

There would be a yearly membership fee to pay for maintenance of courts and hut, and propane.

Lakeville courts charge \$75.00 per person and \$125 for a family membership.

Thank you for your consideration,

Sallie Ketcham

**Sallie Ketcham
47 Upper Kent Hollow RD
Kent, CT 06757**

Kent Community Fund – 2015 Report

The Kent Community Fund was established in 2006 to “help individuals living in Kent meet emergency needs and to support community charitable programs serving Kent residents.”

Grants for 2015: 48 Grants were made in 2015, totaling \$22,361. KCF also paid \$2,369 to obtain more than five tons of free and low-cost food from the Connecticut Food Bank. KCF will celebrate its 10th anniversary in 2016. In the past ten years, grants have totaled almost \$200,000.

The overall total expended for the benefit of Kent residents in 2015 was \$24,730. Some earlier totals were:

2006 - 2 grants totaling \$725	2008 – 31/\$17,924	2010 - 47/\$19,172	2012 – 39/\$22,992
	2013 – 46/\$24,428	2014 – 56/\$32,629	

Many of the 2015 grants were to individuals who had lost jobs or whose work hours had been cut back, including many who previously relied on second and/or part-time jobs. Some grants were the result of serious illness; others resulted from injuries not covered by insurance or workers compensation. Almost all requests came from the Town of Kent’s Social Services Director, Leah Pullaro. **All grants are confidential and payments are made directly to vendors or providers.**

Types of Grants

Medical - 6	Heating Fuel - 5	Child Care and Education - 3
Rent/Housing - 13	Electric Bills - 11	Camp Kent Scholarships – 7 children
Home/Auto Repair - 4	Telephone/Other utilities - 2	After School Program - 6 children

A few grants were for multiple needs, such as a phone and electric or fuel bill. Requests for assistance with electric bills increased in 2015; requests for fuel assistance decreased.

Other grants were to the Kent Senior Center/Nutrition Program and an area Thanksgiving food drive benefitting Kent. KCF continued to provide support for Imagination Library, a United Way program which provides free books to pre-school children in Kent, and purchased stamps for one mailing of the Town’s senior newsletter.

Age Break-out of Individual Grantees

Under 20 - 21 children (including After School Program and Camp Kent Scholarships)
Ages 20 - 35 - 8 Ages 36-50 – 6 Ages 51 to 65 - 18 Ages 65 and over -11

The age distribution is similar to the previous year, with a slight increase in the under 20 age group. Twenty-six families with children under the age of 18 received help. 25 grants were to individuals or families KCF has helped in previous year. Grants ranged from \$100 to \$500.

KCF sponsored two programs during the year. More than 30 representatives of social service and other agencies serving Kent attended the 8th annual Resources Workshop in May. KCF also organized a food drive for the Kent Food Bank in October. **In November, KCF was recognized by the Connecticut Recreation and Parks Association for its support of scholarships for the Kent Parks and Recreation Camp Kent and After School Program with the Association’s Selected Organization Award.**

More than 260 Kent residents of all ages were served by KCF grants and programs in 2015.

KCF is a non-profit organization, supported by generous contributions by local residents.
www.kentcommunityfund.org

Lesly Ferris, Director
Kent Park and Recreation

*Director's Report
February 2016*

From the January monthly meeting:

- I emailed Sally Ketcham to let her know the commission would consider her proposal for paddle tennis courts at the February meeting due to lack of quorum at the January meeting.
- I submitted a budget draft for 2016-17.
- I emailed John Grant to let him know the commission received his letter of interest to serve as an alternate and that there wasn't a quorum for a January meeting. I also let him know this is an item on the February meeting agenda.
- I inquired about the need for clay for the playing fields this year and found out that a two-year cycle for clay application is sufficient. I made a note on my calendar and in the budget folder to include funds in the 2017-18 budget for clay application.

From the director:

After-School Program: The January attendance totaled 110 more students than in January 2015 or some \$1200 additional revenue. The overall anticipated increase in revenue this school year is about \$4,000 to date. The program continues in early February to be busy with some youngsters and/or their siblings attending while play practices are being held. I helped out at the program three days at the end of January which gave me a chance to observe staff and interact with the youngsters. The program will not meet Feb. 15 and 16 when Kent Center School is closed for Presidents' Day.

Seniors: We had a Valentine's Day luncheon on Feb. 10 in spite of the weather which was snowy in the morning. Members of the Kent Center School Student Council planned to attend that luncheon but had to change their visit to Feb. 17. We will have a Leap Day luncheon on the 29th. The January trip to the Trumbull Mall was enjoyed by those who participated. The mall is very clean and has a lot of stores and several options for dining. We will be visiting the Connecticut Flower Show on Feb. 18. The seniors enjoy this outing because it is a breath of spring and helps break up the winter blahs. I have scheduled and mailed out flyers for the March, May and June trips. There isn't an April trip because our driver is out of town that month. I am working on scheduling some trips to New Milford Hospital for its Senior Suppers this spring and summer. I received this week the hospital's schedule of speakers and entertainment for after the dinners. I am working with Leah Pullaro on the March-April senior newsletter. I met last week with Geri Rodda of the New Milford Visiting Nurse Association to plan some speakers and programs at the senior center.

Budget: The selectmen began budget workshop sessions Feb. 9. Department heads, including myself, were assigned specific time slots to speak about our respective departments' budget proposals. The selectmen will meet again next week to continue work on the budget draft.

Parks: The commission has discussed holding a public forum to solicit feedback from the community on the swimming area of the future. This item is on the agenda.

Fee Programs: The second session of figure skating lessons begins Jan. 16. The new session of Tang Soo Do classes began Jan. 25. We will be extending both programs by one week due to weather cancellations. The Sunday ice skating at South Kent School continues to be well received. We have dates through March. Brittany Pinette, who works at the ASP, has been working as ice skate monitor and doing a responsible job. Someone suggested I look into the availability of ice skating on school holidays in the winter, like Presidents' Day. I will make a note to do this for next year.

Regional Recreation directors: We met Feb. 10 in Falls Village. We continue to discuss plans for shared summer camp programs. The annual regional senior luncheon will be June 3 at The Grove in Lakeville. We have begun planning the spring baseball season. We discussed co-op teams for the major and minor Little League teams with the possibility of Cornwall, Kent and Sharon partnering again this year. Try-outs for the major league team are scheduled tentatively for the end of March. We also will be speaking with Amenia and possibly other New York State towns, inviting them to join our soccer program so we would have more teams to play. The recreation directors discussed the changes USA Soccer is implementing, including a ban on heading and downsizing fields and goals. We will adopt the ban on heading the ball, starting with the fall 2016 season, and we feel we already are playing small sided soccer so our fields and goal sizes are okay.

Sports: We have had several Tuesday night basketballs games which have been well attended. The pick-up games for the fourth through eighth grade program are going well. Two more players have joined the program in recent weeks. The last two games were very close. I am working with the coaches on some season-end awards. Picture Day is Feb. 20 with an inclement weather date of Feb. 23. The last game is Feb. 27. I will email to Kent Center School students and place on the website the information for spring baseball.

Summer employees: I have a proposal for summer employee hirings on the agenda.

Club Getaway Proposal: I would like to move forward with the proposal for Camp Kent youngsters and staff to spend some Mondays at Club Getaway this summer. I have kept this on the agenda.

Summer Concert Series: I spoke with Peter D'Aprile of the Kent Chamber of Commerce regarding the summer concert series and sent him an email outlining the commission's interest in offering the series again this summer and inviting the chamber to co-sponsor the series with Park and Recreation.

Looking ahead ...

- Town Hall offices will be closed February 15.
- I will be out of the office February 12.
- The Easter Egg Hunt is March 19; inclement weather date is March 26.



Lesly Ferris <parkandrec@townofkentct.org>

Commission Seat:Alternate vacancies

1 message

John <johnnieg1004@yahoo.com>

Mon, Dec 7, 2015 at 8:31 PM

To: "parkandrec@townofkentct.org" <parkandrec@townofkentct.org>

To the board of Selectman and the Park and Recreation Commission members. I John Grant living at 80 North Main Street in Kent Connecticut hereby submit my name as an alternate to the Parks and Recreation Commission for the town of Kent.

Sent from my iPad

Kent Park and Recreation
2016-2017 Budget
Line #23102, Hourly Employees: **PROPOSED**

After-School Program

Director: $\$16.30/\text{hr} \times 2.75/\text{hours}/\text{day} \times 167 \text{ days} = \$7,486$
Counselors: $\$10.50/\text{hr} \times 2.5/\text{hrs}/\text{day} \times 1/\text{day} \times 167 \text{ days} = \$4,384$ \$11,870

Camp Kent

Director: $\$14.50/\text{hr} \times 40/\text{hrs}/\text{week} \times 8 \text{ weeks} = \$4,640$
Counselors: $\$10.50/\text{hr} \times 37.5/\text{hrs}/\text{week} \times 8 \text{ weeks} = \3150
Counselor: $\$10.75/\text{hr} \times 37.5 \text{ hrs}/\text{week} \times 8 \text{ weeks} = \3225 \$11,015

Lifeguards

Head guard: $\$13/\text{hr} \times 40 \text{ hrs}/\text{week} \times 9 \text{ weeks} = \$4,680$
Swim instructor: $\$11.75/\text{hr} \times 38 \text{ hrs}/\text{week} \times 9 \text{ weeks} = \$4,019$
Lifeguards: $\$11.50/\text{hr} \times 2 \text{ guards} \times 38 \text{ hrs}/\text{week} \times 9 \text{ weeks} = \$7,866$
Lifeguards: $\$11 \times 1 \text{ guard} \times 38/\text{hrs}/\text{week} \times 9 \text{ weeks} = 3,762$ \$20,327

Ice Monitor \$ 500

Total proposed Line #23102 \$43,712

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BY *D. Bradley*
TOWN CLERK