

Kent Park and Recreation
Minutes Dec. 17, 2018 Meeting

Present: Blythe Everett, John Grant, Lynn Harrington, Trisha McMahon, Abigail Smith Hanby, director Lesly Ferris.

Public & Invited Guests: None.

Chairman Lynn Harrington called the monthly meeting to order at 7:00 p.m.

Alternates: Mr. Green made a motion to elevate alternate Trisha McMahon. Ms. Smith Hanby seconded the motion, and the motion was approved unanimously.

Agenda: Mrs. Harrington made a motion to approve the agenda as presented. Ms. McMahon seconded the motion, and the motion was approved unanimously.

Minutes: Mrs. Everett made a motion to approve the minutes of the Nov. 26, 2018 special meeting. Ms. McMahon seconded the motion. Mrs. Harrington noted the minutes should be corrected to accurately reflect who made the motion to elevate the alternates. Mr. Grant made a motion to correct the minutes to read "Mr. Grant made a motion to elevate alternates Sarah Adams and Trisha McMahon." Ms. Smith Hanby seconded the motion, and the motion was approved unanimously.

Correspondence: Ms. Ferris shared correspondence from the Kent Chamber of Commerce, thanking Park and Recreation for its sponsorship of the Kent Pumpkin Run (attached).

Public and Invited Guests: No one was present.

Director's Report: In addition to the written report provided prior to the meeting (attached), Ms. Ferris reported she attended the Board of Selectmen special meeting with department heads and commission chairmen that was focused on communication. Ms. Ferris noted one idea discussed was the taping of all Town meetings, not just Board of Selectmen meetings. Ms. Smith Hanby asked if the commission has ever taken a "yes" approach at meetings, suggesting this might be helpful.

Old Business: After-School Program: Ms. Ferris said the eligibility change to the program has been shared with the community via the Park and Recreation website and Selectmen's newsletter, and the handbook has been updated.

Parks: Emery Park projects: Mr. Grant said Laurie Doss and her students have taken some drone footage of the feeder pond area at the park. He expects she will have a proposal in either January or February.

Kent Common Park: Mr. Grant said he does not have anything new to report.

Park Feasibility Study: Ms. Smith Hanby said she met with the director and has sketched out what a RFP would look like, including a focus on the Emery Park swimming area, the seasonality of the parks, core audiences and programming. Additionally, she walked the parks with a colleague whom, she said, had some interesting observations. Could the three parts of

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Emery Park be connected? Could sculpture be used to draw people into Kent Common Park? Ms. McMahon said she feels signage is key to directing people to the parks. The commission discussed the possibility of having one of the summer concerts at Kent Common Park. Ms. Smith Hanby said she is working now on cost estimates for the study. Ms. McMahon said she would be interested in helping Ms. Smith Hanby. Ms. Ferris asked that they let her know when they plan to meet so she could warn the meeting.

Five-Year Capital Plan: Mr. Grant reported on the meeting with the Board of Selectmen, specifically looking at the request for \$100,000 for new playground at Emery Park. Mr. Grant said he feels the commission needs to move forward with work at the parks and cited safety concerns about the existing equipment, noting the Emery Park playground was constructed in 2000. Ms. Ferris said the selectmen asked what the future of Emery Park is, and the director and Mr. Grant noted the commission is discussing park planning. Ms. Ferris added that the selectman ultimately decided to take the proposed Five-Year Capital Plan as presented to the Annual Town Meeting for informational purposes.

Sports Programs follow-up: basketball programs: Ms. Ferris reported Kent's Northwest Rec League 5/6 boys' team has played three games to date and has two more this month. The director said she and two other regional recreation directors attended a meeting of the region's middle school athletic coaches regarding a proposal to regionalize middle school athletics. Registration information has gone out for kindergarten basketball and first and second grade basketball.

2018-19 Budget: Ms. Ferris said she has not received yet a November budget report.

Music Program Proposal Follow-Up: Ms. Ferris said she is working with Kevin Dolan on the location for the guitar and piano programs. Mrs. Harrington asked if there would be a cost if the commission used one of the Parish Halls to house this program.

Commission Vacancy: Ms. Ferris said Park and Recreation has not received any letters of interest for the commission vacancy. Ms. Ferris said she will continue to advertise the opening on the Park and Recreation website, Facebook and Town newsletter. She also will send home the information via the Kent Center School Friday email blast. Ms. McMahon said she would announce this at the next Chamber meeting.

November 2019 meeting date change: Ms. Ferris noted the November 2019 meeting date is incorrect on the meeting date schedule that was approved last month. Mr. Grant made a motion to approve the revised 2019 meeting dates to reflect the change of the November 2019 meeting date to the 18th (attached). Mrs. Everett seconded the motion, and the motion was approved unanimously.

Park and Recreation director job description: Mrs. Harrington reviewed the change the commission made to the director's job description to remove the duties at the Senior Center and the Elderly Nutrition Program. She said the Board of Selectmen has asked the commission if it could wait to make the proposed change effective July 1, 2019 due to financial impact. Mrs. Harrington explained the commission made the change in order for the director to be in the office more and have more time to focus on sports. Mr. Grant said he feels it makes sense to wait until

July 1 and other commissioners said they agree. Mrs. Harrington said she would email the first selectman to let him know the commission consensus.

New Business: Mrs. Ferris said she would put the summer concert series on the January meeting agenda. Mr. Grant said George Potts has some ideas for selecting the music. Mrs. Ferris said she would invite him to attend the January meeting.

The next Kent Park and Recreation Commission meeting is Jan. 28, 2019 at 7 p.m. Ms. McMahon made a motion to adjourn the meeting at 7:50 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.



CHAMBER OF COMMERCE



Ms. Lesly Ferris
Kent Park & Recreation
P.O. Box 678
Kent, CT 06757

Dear Lesly,

On behalf of the Kent Chamber of Commerce, I want to thank Park & Rec for their generous support of the 42nd Annual Kent Pumpkin Run. This year's race had a very decent turnout of 573 registered runners and included a marriage proposal at the beginning of the awards presentation! Your generous donation helped make the race happen and was very popular with the runners. Each year we get many compliments after the race about how organized, safe and fun it is, and this year was no exception!

Again this year we were able to raise funds and collect non-perishable food items for the Kent Food Bank and to partner with the *Julia's Wings Foundation* who continued to raise money to provide financial assistance to families of children with life threatening hematological diseases.

Please accept our commemorative race t-shirt and mug as a small token of our thanks for your support. We look forward to partnering with you again in 2019!

Sincerely,

A handwritten signature in cursive script that reads 'Dave'.

Dave Dunleavy
Race Director

Committee Members: Ellen Corsell, Gary Davis, Peter D'Aprile, Tim Good, Ane Starr, Lyn Stirnweiss

Park and Recreation Director's Report

December 2018

From the November 2018 meeting:

- I have placed notice of the commission vacancy on the Park and Recreation and Town websites and included it in the Selectman's newsletter.
- I have sent a memo to the Board of Selectmen with the commission's recommendation for appointments to the commission at the Annual Town Meeting.
- I spoke with Kevin Dolan of Music Associates and am checking building schedules to determine what is going to work best for location to hold the music classes. We agree the program would start in January.
- I filed the 2019 meeting dates with the Town Clerk. The November meeting date is listed incorrectly. It should be November 18, and I have placed this on the meeting agenda to be corrected and refiled with the Town Clerk.
- I have updated the After-School Program handbook to reflect the change in eligibility.

From the director:

After-School Program: The program attendance hit a high of 23 youngsters December 3! It's noteworthy that the following day six youngsters attended. I have processed two more applications for scholarship assistance in the past two weeks. Continued appreciation to the Kent Community Fund for its support of ASP and our families in need. You may be aware that the majority of these families contribute toward the cost of the program with the remainder funded by the Community Fund. I have sent out invoices for the month of November. The program will finish the calendar year on December 20 and be on break until January 7.

Budget/Five-Year Capital Plan: I will provide copies of the treasurer's budget report for the month of November at the meeting.

Parks: Abigail and I met last week to prepare for the proposed park planning study. We are targeting the January meeting to have some preliminary figures on potential cost for such a study.

Fee Programs: The figure skating lessons, Session One, are going very well. There now are 16 students in the class. Tang Soo Do, Qigong and Tai Chi continue to meet weekly.

Regional Recreation Directors: We met December 4 where we talked about basketball programs. Cornwall has its own grades 3 and 4 basketball team as does Kent. We have scheduled one home and one away game with Cornwall for this age group. Also, planning two games with Canaan.

The recreation directors also discussed and prepared for a meeting this week of the Region One principals and coaches to discuss a regionalized middle school sports program. This will be a second meeting on this topic. The recreation directors have been invited to participate in this latest meeting. The rec directors have discussed the possibility of being able to offer some new sports programs on a regional basis which would be aimed on filling any void that a move to a regionalized sports program might create. These could be field hockey, cross country, etc. I will report on this meeting at the Park and Recreation meeting.

Sports Programs: The Northwest Rec League 5/6 team won its first game and was defeated by one point in the second game, both of which were played at Kent Center School. There are two more home games in Kent in December. Thank you to Kent Center School for use of the gym while the school building is closed for the holiday break. The school has issued a key to the gymnasium to the Park and Recreation director to access that room for these weekend basketball games. This is very helpful, and I have thanked head custodian Bill Hurley and principal Michelle Mott. The instructional programs for kindergarten and grades 1-2 begin in January. The grades 3 and 4 basketball program began November 28. Sarah Adams and I will be rescheduling our meeting to discuss sports as our first planned meeting date did not work.

Senior Activities: There have been two monthly bus outings in the past two weeks. First was the annual trip to the Christmas Tree Shops, this year in Danbury, followed by lunch and more shopping at the Danbury Fair Mall. Last week's trip was to Glastonbury for shopping and group lunch that included a stop on the way home to Fascia's Chocolates in Waterbury. The first of two senior Christmas lunches took place December 7 at the Senior Center that included an optional grab bag and raffle prizes. Marvelwood School provided the lunch with student and faculty help serving and cleaning up the lunch. A group of Marvelwood music students provided musical entertainment. Kent Center School student council members are planning to join the seniors for Christmas luncheon December 12 where they will make ornaments with the seniors and sing Christmas carols. I have submitted information for the January-February senior newsletter.

Holiday Ice Skating: There are two weeks of Christmas holiday ice skating and sticks and pucks that begin December 17.

Park and Recreation Director Job Description: This item is on the agenda again at the request of the commission chairman. The Board of Selectmen has asked the commission to delay the requested change in the job description regarding coordination of the meal program at the senior center until July 1 due to budgetary constraints. The selectmen are waiting for a reply from the commission.

Looking ahead ...

- The Park and Recreation office will be closed December 24- January 1.
- The summer concert series will be on the January agenda.

Kent Park and Recreation

Lesly Ferris, Director

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2019 Kent Park and Recreation Commission Meeting Dates

Meetings are held in Kent Town Hall, 41 Kent Green Boulevard, at 7:00 p.m.

Monday, January 28

Monday, February 25

Monday, March 18

Monday, April 22

Monday, May 20

Monday, June 10

Monday, July 15

Monday, August 12

Monday, September 16

Monday, October 21

Monday, November 18

Monday, December 16

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