

Kent Park and Recreation Commission
Minutes, Monthly Meeting
July 15, 2019

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

Public and Invited Guests: Fran Goodsell, Connie Manes.

Chairman Lynn Harrington called the meeting to order at 7:04 p.m.

Elevation of Alternate: Mr. Grant 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 9e. Pumpkin Run sponsorship. Mr. Grant made a motion to accept the agenda as amended. Mr. Perkins seconded the motion, and the motion was approved unanimously.

Acceptance of Minutes of June 10, 2019 monthly meeting: Mrs. Everett made a motion to accept the minutes of the June 10, 2019 monthly meeting. Mr. Grant seconded the motion, and the motion was approved.

Correspondence: There was no written correspondence.

Public and Invited Guests: Parks' Master Plan Subcommittee: presentation of RFP/Q and report: subcommittee members Mrs. Everett, Mr. Grant, Ms. Smith Hanby and Ms. Goodsell and Ms. Manes shared with the commission the proposed RFP/Q for the Parks' Master Plan Study (attached). The commission and subcommittee members discussed the document which Ms. Smith Hanby said would help the commission to be strategic about what it is doing with the parks and would help with decision-making criteria. She explained the subcommittee wrote the RFP/Q to be specific about what would be studied while maintaining control over the process. She added that the proposed fee would be sent under separate cover so the proposals could be judged by their quality before looking at their cost. The subcommittee proposes the study work would take place over the fall and winter so it could be done before the next budget cycle. Ms. Harrington voiced concern about the proposed cost and the difficulty Park and Recreation has securing capital funding. Ms. Ferris noted the commission would need to secure funding before advertising the RFP/Q. The request would go to the Board of Selectmen who in turn would bring it to the Board of Finance. The next selectmen's meeting is the first Tuesday in August. Ms. Harrington also noted the subcommittee's charge was to bring an RFP/Q to the commission, and it would have to be given a new charge if it is to continue to work on this project. The commission and subcommittee agreed on some changes in language, including changing references to "the Town" to Park and Recreation Commission. Ms. Smith Hanby suggested there could be a kick-off meeting with the commission and subcommittee where everyone could weigh in. There was discussion about distinguishing between Kent Common and Emery Parks, access to water, creating/maintaining jobs, a dog park and paved area for bike riding. Questions from potential bidders would be posted on the Park and Recreation website so everyone could read them. Ms. Smith Hanby said she feels the \$30,000 discussed to pay for the study should be a reasonable amount. Mrs. Everett and Ms. McMahon voiced support for going with a higher amount.

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BY *Lesly Ferris*
TOWN CLERK

Ms. McMahon said she had to leave the meeting.

Ms. Harrington reiterated that she isn't in favor of using Park and Recreation funds, suggesting getting the money from another source. Ms. Manes suggested the Town could contribute toward the study. The commission thanked the subcommittee for its work.

Director's Report: In addition to the written report provided prior to the meeting (attached), Ms. Ferris noted the first selectman would not be seeking re-election in November, adding Bruce Adams has been a supporter of Park and Recreation and was formerly a commission member and a chairman.

Old Business: After-School Program: Ms. Ferris provided the commission with the total enrollment figures for the 2018-19 program (attached) which show an increase in attendance over the prior school year. She reiterated that the program director is returning for the 2019-20 school year.

Parks: Emery Park projects: Mr. Grant reported one of the ash trees in the park split and then came down in mid-June. The town crew, Bartlett Tree Services and Kent resident Mike VanValkenburg were able collectively to get the tree removed and cleaned up before the start of summer camp. Mr. Grant reiterated that the Town has received permission to access the top of the Emery Park trail through the property at 90 Howland Road, South Kent, to clean up the downed trees.

Kent Common Park: Mr. Grant said a lot of work has been completed in the park, including mulch and tree work. He said the vinegar application on the weeds and pathway seems to be working. He also will be looking at possible problems that might be coming up to avert risk.

Parks' Master Plan Subcommittee, funding for advertising and for landscape architect firm: Ms. Smith Hanby shared some possible publications to run the legal notice for the project. The commission agreed to use the Republican American. Ms. Ferris said this cost could come from the operating budget. Mr. Grant made a motion to accept the Parks' Master Plan RFP/Q as updated. Mrs. Everett seconded the motion. Mrs. Everett, Mr. Grant, Mr. Perkins and Ms. Smith Hanby voted yes; Ms. Harrington voted no. The motion carried.

Ms. Smith Hanby left the meeting.

Mrs. Everett made a motion to charge the existing Parks' Master Plan Subcommittee (Mr. Adams, Mrs. Everett, Ms. Goodsell, Mr. Grant, Ms. Manes, Ms. Smith Hanby) to serve as conduit to Park and Recreation Commission in matters implementing the Parks' Master Plan RFP/Q and making related recommendations to the Park and Recreation Commission. Mr. Grant seconded the motion. Mrs. Everett, Mr. Grant, Mr. Perkins voted yes; Ms. Harrington voted no. The motion carried.

Mr. Grant made a motion to authorize use of Park and Recreation FY2019-20 operating funds for legal notice for advertising the Parks' Master Plan RFP/Q in the Republican American. Mrs.

Everett seconded the motion. Mrs. Everett, Mr. Grant, Mr. Perkins voted yes; Ms. Harrington voted no. The motion carried.

Mrs. Everett made a motion that the Park and Recreation Commission recommend to the Board of Selectmen a proposal to share the cost of the Parks' Master Plan RFP/Q and hiring of a firm or individual to produce the Parks' Master Plan in the Town of Kent. Further, the Park and Recreation Commission proposes an allocation of \$19,000 from the Town and of \$11,000 repurposed from existing Park and Recreation funding in the Five-Year Capital Plan, Emery Park pool repairs. Mr. Grant seconded the motion. Mrs. Everett, Mr. Grant, Mr. Perkins voted yes; Ms. Harrington voted no. The motion carried.

Five-Year Capital Plan: There was no new report.

Sports Programs follow-up: summer baseball program, soccer: Ms. Ferris shared that a few Kent youth are participating in the summer Babe Ruth program (ages 12-16) and Tri-Town summer Little League baseball program that also includes the Towns of Cornwall and Sharon. Soccer registrations continue to come into the office.

2018-19 Budget: Ms. Ferris provided copies of the May and June 2019 budget reports from the treasurer (attached). Ms. Ferris said the June report does not reflect yet all of the expenses. The revenue did exceed the budgeted amount.

Summer Concert Series follow-up: Ms. Ferris reported Ann Bass made a \$250 donation to the series. The first concert, Heather and Tobias, was held outdoors and drew a large crowd. The Wanda Houston and HBH concert was held indoors and also was a great show. The commission likes the black and green neon sign and the large concert signs. The lawn signs next year should be simpler with just dates.

Library Carnival August 31, 2019: Mr. Perkins said he believes Ms. McMahon had some ideas for games, and he volunteered to contact her and work on this. He would contact the director with their idea(s). Ms. Ferris will confirm Park and Recreation's participation with the library.

Emery Park Open House follow-up: Ms. Ferris voiced concern with the original date because it likely would be the last day the park is open and would conflict with closing procedures. Mrs. Harrington made a motion to change the date of the Emery Park Open House to August 15. Mr. Grant seconded the motion, and the motion was approved unanimously.

New Business: Ages 1-4 basketball program: Ms. Ferris said she has contacted Kent School about use of one of its gyms to house the ages 1-4 basketball program. There are a number of families who have been participating in a soccer program who now are looking to have a basketball program. The commission consensus is to move forward with this offering.

Park and Recreation Director Job Description: Mrs. Harrington explained she asked to put this on the agenda so the commission could give the selectmen "data" at budget time and to define the other things the director would focus on now that the duties at the Monday and Wednesday senior lunch program have been removed from the job description. Specifically, Mrs. Harrington

suggested website, Facebook Page, sports programs and defined office hours. She asked for the topic to be on the August meeting agenda.

Halloween Bash: The commission discussed expansion of the event to focus on the younger children first and then adults later in the evening. Ms. Ferris will reserve the Community House for October 26 and will contact Kent Center School to get the PTO contact information.

Kent Pumpkin Run Sponsorship: Ms. Ferris noted Mr. Dunleavy asked if the commission again would be a sponsor of the Kent Pumpkin Run. Mr. Grant made a motion that Kent Park and Recreation make a \$500 sponsorship donation to the 2019 Kent Pumpkin Run. Mrs. Everett seconded the motion, and the motion was approved.

The next Kent Park and Recreation Commission meeting is Monday, August 12, 2019 at 7 p.m. Mr. Grant made a motion to adjourn the meeting at 9:13 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.

Background and Overview

In March 2019, the Town of Kent formed a Master Planning Subcommittee to study new uses for its two town parks. On the Committee sits the First Selectman, three members of the Parks & Recreation Commission, a member of a local land trust, and a member of the Board of Finance.

For the duration of this planning process, the Master Planning Subcommittee will represent the town as the project Core Team. Members of the subcommittee will expect to meet with the master plan consultant regularly. The committee will serve as a conduit to the Town of Kent Park & Recreation Commission (Steering Committee) and town leadership who will be final decision-makers.

INTRODUCTION TEXT

Founding of Kent

The Town of Kent was sectioned in 1737 and settled about 1739. The town was named after Kent, in England. Kent has had a rich history as a farming community and a thriving iron ore industry. It is now a rural community of about 3,000 residents with many small hamlets, such as Bulls Bridge, Kent Hollow, South Kent and The Cobble.

Context

Located in rural Northwest corner of Connecticut, Kent is a weekend destination for New York City residents, many of who are drawn to the community because of its three private boarding schools, arts community, and landscape. Town is centered at the intersection of Rt. 7 which runs north/ south and Rt. 341 which runs east/west. Flanking this intersection is a victorian house, church, up-scale restaurant, and gas station. Kent Zoning Commission and the Architectural Review Board oversee development proposals for the town center.

Kent is composed of the following user groups:

- full-time residents (as of 2016, 21% of the population is elderly).
- Part-time (second home owners) in Kent and nearby towns (23% of population)
- Small number of Schaghticoke Natives
- a steady flow of day-trippers who pass through on weekends
- students, parents, faculty and their families of the local private high schools, we have three private preparatory schools in town -- Kent School , Marvelwood School, and South Kent School -- enrolling a total of approximately 900 students each school year.
- Appalachian Trail through-hikers. Our town is on the trail.

Town Center

Main Street is a busy tourist destination from May through the Christmas holiday season. Streets are lined with colonial and Victorian building stock home to locally-owned retail and eating establishments. Sidewalks run alongside both sides of the street for approximately 3,500 linear feet. Frontage is a mix of retail, food and beverage, and the Kent Memorial Library.

Retail Developments

Along Main Street are four commercial plaza developments:

- Kent Barns is comprised of approximately 3.6 acres with 28 rental spaces, 4 are currently vacant. Tenants are a mix of galleries, lawyer, personal training, antiques, restaurants, grab and go food and beverage
- Kent Station offers a pharmacy, accountants, pizza and bar, guitars
- Kent Green Town Hall offers a grocery store, chinese food, korean food, bakery, dry-cleaning, tailor, nail salon, consignment shop, bank, pizza, hardware, framing, yoga
- Kent Town Center that offers gift shops, antiques, shoe store, hair salon, and gallery

Parks

Town of Kent Parks (study area)

- **Kent Common:** embedded within the town center walkable from town via sidewalks, 4.65 acres which includes a tennis court (2 playing courts), loose fine gravel walking path, small playground for toddlers on woodchip, mowed lawn with large growth trees, ephemeral stream, pavilion 1129 sq ft . Kent Common is adjacent to Rt. 7, Fire Station, Senior Housing, Low-Income Housing, and Land Trust Property.
- **Emery Park:** situated on 100+ acres, about 1.5 miles from town center (not walkable), parking is at street-level, recreation area is approximately a 50ft drop from parking lot, recreation area includes: a playground, picnic areas with grills, seasonal spring-fed swimming area that 4,000sq ft, and 800 sq ft barn. Emery also offers a mowed meadow, spring fed pond, and hiking trail which leads to a summit with 360 degree views of Kent's magnificent landscape.

Art in Kent

In addition to a myriad of galleries throughout town, Kent proudly displays sculpture from various artists in its public spaces.

State Parks

- **Kent Falls**
- **Macedonia Brook**

Land Trust Areas

- Kent Land Trust protects more than 2,500 acres through conservation easements and land it owns, includes nine properties with public trail systems and passive recreational use and a small farm with Community Supported Agriculture and a farmstand
- Weantinoge Heritage Land Trust the largest land trust in Connecticut that has permanently protected 10,000 acres in 17 communities throughout Northwest Connecticut. It has three properties with trails in Kent: Cobble Mountain (20 acres), Cobble Brook Vista (158 acres), and Alice McCallister Memorial Sanctuary (64 acres)
- Pond Mountain Natural Area - large protected Preserve situated between Skiff Mountain and Macedonia Brook State Park, with a pristine pond and more than 5 miles of public hiking trails.

Appalachian Trail

An important public and community recreational resource that traverses the town and easily walkable from town center. The Town of Kent business are a frequent destination for Appalachian Trail through hikers and daily users.

Objectives of the Master Plan

The town parks will continue to evolve to meet the needs of the town for generations to come. Planning must anticipate long beyond the current planning horizon — knowing there will be future needs that cannot yet be conceived of today. In developing the master plan, we need to anticipate what might be, make sound decisions today to set opportunities for the future. This master plan is envisioned to build on studies conducted by the state, region, and private entities and to:

- reinforce Main Street as the center of gravity for the Town of Kent
- create a framework for the planning, programming, and maintenance of Kent Commons and Emery Parks
- create a business case for making changes to Kent Commons and Emery Parks
- develop a plan that accommodates year round programmatic opportunities
- develop a plan which transforms Kent Commons into an attractive and user-friendly amenity for residents and visitors and Emery Park into an ecological corridor

We would like our planning consultants to explore the following scenarios:

- Maximizing utilization of Kent Common and make it a focus of social and community activities.
- Devoting Emery Park to nature/wildlife and creating spaces for recreation.
- Tying programming to things already happening in and around town.
- Improving access to water during summer months.

Planning Issues to Address:

- **Maintenance:** Assess seasonal risks in the interest of public safety. Cutting grass and invasive weeds are an ongoing problem. Up keep on equipment and buildings and trails as needed. Inadequate drainage at both parks causing erosion. The spring fed pool at Emery Park is twenty years old and in need of repair or replacement or to be capped. The pool costs more in maintenance and salaries then what the Town gets for revenue through sales of park passes and summer day camp (24 campers).
- **Ties to Main Street/ Center of Town** As stated in the introduction text above, Kent has a commercial corridor running along Main Street (Rt.7) and Rt.341 with a variety of retail and food and beverage offerings. The Town is also looking at creating a cohesive design for the streetscapes throughout town center.
- **Identity:** In their current state neither park has an identity of its own. Emery is best known for the pool and it is unclear what identifies Kent Common. We would like each park to be distinct from the other so the choice between each is clear for users. We would like the identity for each park to draw from its natural assets and adjacencies.
- **Programming**
 - **Year Round Activation** Presently each park has assets that can yield year round program such as leaf peeping (autumn), cross country skiing (winter), picnicking, etc. Neither park fully capitalizes upon its physical site or adjacencies to provide programming that can be used across the four seasons and appropriately service Kent Town audiences.
 - **Mind, Body, Spirit,** citizens in the Northwest Corner are, like many others across the US, suffering from anxiety and depression. Living in a rural place where job opportunities are limited and where recreational opportunities that typically are found in more densely populated areas are not available. We would like to utilize our parks to engage and activate our local populations, particularly teens, seniors, and young families. Kent offers a summer camp which creates summer employment opportunities for three counselors and one director; we would like to see our parks create opportunities for employment and volunteers.
 - **Tourist Destination** As mentioned in the introduction Kent has a strong draw for weekend and day-trip tourism. We would like our parks to become an asset for Kent that draws visitors to our town and/or supports their visit by providing another amenity in town so that the duration of a visit extends.
 - **Access to Water/ Seasonal Cooling** Kent is filled with and surrounded by lakes, streams, and rivers -- none of which are town owned. The closest swimming areas are Lake Waramaug State Park. It could be beneficial to secure town access to Lake Waramaug or better yet to work out an arrangement with Club Get-Away. Emery Park offers a spring-fed swimming area.

Scope of Work:

The Town of Kent has never created a master plan for its parks; the selected team will serve as a guide to the process, suggest to client key content their plan should include, partner with client on the development of this content, and guide client through decision making. The selected team will work with the Master Plan Subcommittee (Core Team) made up of 5 individuals who will represent the town in the development of the master plan. Additional input will be provided by the Park & Recreation Commission. Rationale for community engagement should be indicated in the proposal.

The time horizon for the plan is looking specifically at immediate needs, +5, and +10 years.

The scope of work shall:

- validate the vision and create a common set of goals for the master plan
- analyze current park and infrastructure using data provided by the town. Including the following reports and studies: Town of Kent Plan of Conservation and Development POCD (2014), Town of Kent Park & Recreation Survey, Northwest Hills Council of Governments Regional Conservation and Development Plan (2018), State of Connecticut Recreation Plan, State of Connecticut Town Parks Plan, State of Connecticut Green Plan
- identify a set of benchmarks for the town to measure its parks against
- develop high-level program needs
- explore options for future development using scenarios listed under "Objectives of Master Plan"
- create framework for preferred plan based on the feedback of options/alternatives and in coordination with Subcommittee and Park & Recreation Commission. The plan shall include an overview of projects, priorities, potential timelines, narratives, conceptual cost information, and supportive renderings and graphics.
- create explanatory presentation(s) of the draft plan
- incorporate feedback of the draft plan and finalize documentation into both an executive level document and full report with associated appendices
- Provide regular meetings, interim presentation (schedule by proposing teams), coordination with Town.

Expected deliverables are:

- Town Parks Vision Statement
- Strategic Goals for Parks
- Narrative for Parks
- Illustrated plans of Parks
- Collage "views" to illustrate future vision
- Programming Plot (audiences, spaces, season, and activities)

- User Engagement and program ideas with specific focus on teens, seniors, and tourists
- Table of physical changes with degree of intervention and conceptual cost estimates for both parks
- Scenarios for future usage
- Executive level report
- Detailed appendices

Proposed Master Plan Schedule:

Up to four months from date of award notice with a minimum of two in-person meetings.

Selection Criteria:

The Town is looking for a partner who understands how local parks build community and spur economic development in small rural communities. We seek a master planning team who will listen, guide, explore possibilities, look at different perspectives, advise, and ultimately create a useable roadmap to inform:

- usage,
- programming,
- outreach,
- partnerships, and
- decisions regarding future financial investment.

Proposal will be evaluated on a range of criteria including, but not limited to:

- Demonstrated experience in understanding the unique qualities of towns like those in Connecticut's northwest corner
- Skills to lead and guide the town in an engaged process
- Relevant experience in successfully completing parks master plans with conceptual cost estimation
- Qualifications and abilities of the personnel assigned to the project, including written, visual and oral presentation skills as well as proven management and leadership
- Project approach and outline schedule that gives a clear sense of the proposed process our team would employ
- Ability to translate the vision and needs of the Town into a useful and implementable roadmap

Proposal Requirements:

Please provide the following:

1. **Cover Letter:** Summarize relevant qualifications, what sets your approach apart from others and *why* the Town should consider your firm/potential team as a partner for this master plan.
2. **Background of Firm:** Provide a summary firm including founding, leadership, location, and mission/ vision and how these are evident in your daily work.
3. **Project Experience**
 1. Relevant clients
 2. Select up to four of the most relevant engagements and share a summary of the scope of work. Provide select photos or compelling graphics that tell the story of these specific planning endeavor(s) and why it is relevant to this project.
4. **Project Team**
 1. Submit a team organization chart and how you would engage the Master Plan Subcommittee (Core Team), Park & Recreation Commission (Steering Committee), Town Leadership, and residents
 2. Provide a short summary of why these specific individuals and groups have been selected for the project. What percentage of time will these team members be spending on our project (what other commitments do they have?)
 3. Submit resumes of team members (include principal-in-charge, project manager, and key team members with whom we would be interacting on a day-to-day basis).
5. **Project Approach & Proposal Schedule:** We want to understand how you think about town parks planning and how you would approach our project. How will you organize the process; what is your proposed schedule of meetings with various working groups/stakeholders? How will you gather information, analyze it and use it to advance the planning. What tools will you employ to help us make informed decisions? Much of the master plan is hands on work that requires in-person meetings. The Town expects two in-person meetings with updates conducted virtually as a video conference. Please submit a proposed draft schedule including phases, interim milestone deliverables and proposed on site meetings and presentations.
6. **Initial Observations:** While we don't expect master plan consultants to have been to Kent, using desktop research or a site visit, we would like a short summary of your impressions of the town, our two parks, and areas that make the town and parks unique and areas that this planning process may offer opportunities. Please also state why this specific planning process is of particular interest to you and your firm.

Please provide your proposal as an .PDF. The PDF proposal name shall be:
Firmname_Kent_PMP_RFP

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 3. Submit resumes of team members (include principal-in-charge, project manager, and key team members with whom we would be interacting on a day-to-day basis).
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Please provide your proposal as an PDF. The PDF proposal name shall be:
Firmname_Kent_PMP_RFP

Fee Proposal - (send as a separate email)

Submit electronically as a separate PDF with file name: Firmname_Kent_PMP_FeeProposal

Please provide a lump sum fee for the scope of services indicated. Provide a breakdown by phase.

To facilitate the process we anticipate two (2) full day visits to accommodate meetings. As a part of the break down — please include how many person-days on site you anticipate for the range which you have budgeted.

Base lump sum fee should NOT include reimbursable expenses, but please include and indicate by phase (totaled) and anticipated budget for reimbursable expenses. Kent is located near MetroNorth stations, 40 minutes from Interstate 84, at minimum 90 minutes from the closest airport (Westchester County or Hartford, CT) and at a maximum 2 hours drive from LaGuardia and JFK in New York City.

Materials are due by 12 noon on August 15th with an intended award date of September 15th. In consideration of your time and our review, please keep the materials as brief and relevant as possible. Materials shall be mailed to:

Park and Recreation Commission
Atten: Master Plan
P.O. Box 678
Kent, CT 06757

If you have any questions, please submit them via email to Lesly Ferris at ParkandRec@townofkentct.org by August 1st. We will compile all questions and responses and post them on our project website by August 5th.

Park and Recreation Director's Report

June 2019

From the June 2019 meeting:

- We received a signed contract from After-School director Susan Vizzari for the 2019-2020 school year. Sue will be out of town at the start of the new school year, beginning her duties September 4.
- I have heard from the Parks' Master Plan Subcommittee that the subcommittee will be attending the commission's July meeting, and I have been told I would have the proposed RFP/Q to email the commission prior to the meeting.
- I have put the Emery Park Open House on the agenda again given the staffing situation and the date we identified could be the last day the park would be open.
- I attended the July Board of Selectmen meeting and reported on the CRPA Active Shooter workshop I attended.
- The air horn at the park works great and the camp staff take it to the upper field at sports' time each day.
- Park and Recreation has received permission from the property owner on Howland Road to access the Emery Park trail upper section to clean-up downed trees. Thank you, John Grant, for following up on this project. I have asked to have a copy of liability insurance sent to the homeowner.
- The commission needs to confirm its planned activity for the library's carnival. This item is on the agenda.

From the director:

After-School Program: I continue to advertise opening for program counselor for the 2019-2020 school year. The final invoices have been sent out, and I am following-up with billing those families who still have balances. I have provided the treasurer with a list of account receivables (families who have outstanding balances due) for the program. I sent a thank you note to Kent Center School Principal Michelle Mott, expressing Park and Recreation's appreciation to her and faculty and staff for their support and use of the building for programs during the 2018-19 school year.

Budget/Five-Year Capital Plan: I will bring budget reports for May and June to the meeting. Some money remains unspent in the 2018-19 hourly employee line but the other budget lines have been spent and/or exceeded their budgeted amounts. Invoices still are coming into the office for the old fiscal year.

Parks: The Emery Park tree that split and then fell into the stream has been removed. Thank you to the Bartlett Tree Service and the town crew for their work to remove and clean-up the debris. The banana plants are back from Kent Center School where they spent the winter. There was an issue with water coming into the feeder pond, and we have addressed this issue by digging out the trench through which water flows from the stream into the feeder pond. Meanwhile, the water in the swimming area is fairly clear. The aerator runs each night. I have put mulch around the sign at Kent Common Park. John, meanwhile, continues to work on projects at both parks.

Fee Programs: I met with Chris Kiely regarding starting a Tai Chi class for senior citizens. We are discussing a Tuesday morning class at 11 at the Community House. I am looking into a grant for

tuition assistance while Chris is working on a description for the class and price. It would be a six-week session, starting in the fall. He mentioned that Tai Chi for seniors is "all the rage."

Keith and Theresa Krepil, long-time instructors of the Tang Soo Co class are leaving the program, according to a phone call I received from Doug Wilke, with whom we contract for this program. He has identified Frannie Caco to be the next instructor of the class. Frannie has been a substitute teacher a couple of times in Kent and is familiar with the program (she teaches in other towns for Doug) as well as with some of the participants. She and I have spoken on the phone and through email. We hope to reintroduce the Kids Kicks class which hasn't had any following in several years. Doug and I also discussed increasing the cost of the class by \$10 (\$80/\$90). The cost has remained flat for many years and the Kent cost was the lowest of any of the Towns in which Doug has programs. The new session will begin July 29.

I also met again with Lara Kaplan Hanson, of Kent School. She is interested in overseeing a pre-school basketball program which would meet indoors at the Kent School gym. I have contacted the Kent School athletic director to confirm that the space would be available. This would be open to 1-4 year olds and would primarily be a social activity for the youngsters, centered around some basketball fun. The Kent School gym may not be available this summer due to camps and work in the gyms, and I am working with the school's athletic director on the schedule. I have put this item on the agenda for program approval.

Regional Recreation Directors: We will be meeting July 18 to talk about summer baseball, fall soccer and follow-up on the June 7 regional senior luncheon.

Sports Programs: There is a tri-town (Cornwall, Kent and Sharon) summer Little League program, which is open to youth who will be age eligible to play Little League next spring (ages 8-11 currently). There are two coaches and a roster of 13, four of which are Kent residents. The team will have two to three games/week and home games will be played in Sharon. Games begin next week. There are five teams in the league.

Senior Activities: I did a July 4th craft project with the seniors at the July 3rd holiday luncheon at the Senior Center. The next monthly bus outing is July 23.

Summer Staff: There are two lifeguards working at Emery Park. I continue to try to identify at least one other guard. I have reached out to Club Getaway for help to cover hours when one of the guards will be unable to work the week of July 29. I also have emailed other rec directors to ask for help covering this week. Meanwhile, the two guards are doing a great job with assigned tasks and covering the swimming area. The camp staff is working very well together and has undertaken a project to create with the campers a chain for each day of camp that reflects that day's theme. We are stapling them together and creating a chain across the beams in the cabin.

Camp Kent: The camp is going very well. Additional sign-ups have come in each new week and our numbers have averaged 17 youngsters each of the first three weeks. The youngsters have a field trip to go bowling this week; next week is the first of three Club Getaway days and we are going to Yard Goats baseball game with the Sharon camp youngsters and staff for Park and Rec day. The weekly and daily themes are working well as are the Friday BBQs. The staff and I made some changes to

the interior physical layout in the building and this seems to better suit the camp's needs and opens up the space inside the room.

Other Summer Programs: Registrations are coming in for the Slamma-Jamma basketball camp, and I was able to identify two families to use the scholarships provided by Slamma-Jamma. Thank you to Debbie Morin, Kent Center School basketball coach for her assistance identifying potential candidates for these scholarships. We have only two registrations to date for the Summer with Shakespeare Camp. The first of the summer concert series was held June 27 – a gorgeous evening with a very good crowd for the performance by Heather and Tobias. A huge thank you to Trisha, George Potts and Bruce Adams for putting out concert signs around Kent.

Looking ahead ...

- The library carnival is August 31.
- The next concert is July 11, 6-8 p.m. at Kent Common Park: Wanda Houston and HBH

2018-2019 After-School Program

Week of	Mon	Tues	Wed	Thurs	Fri	wk/mth total	2017-18	IGA bill	cost pp
8/27-8/31	2	7	ED	ED	NS	9			
9/3-9/7	H	ED	8	ED	9	17			
9/10-9/14	H	9	6	9	15	39			
9/17-9/21	14	11	H	13	13	51			
9/24-9/28	14	12	ED	15	14	55			
Total	30	39	14	37	51	171	226	\$ 142.51	\$ 0.83
10/1-10/5	17	14	15	15	19	80			
10/8-10/12	H	12	14	15	9	50			
10/15-10/19	16	16	ED	16	11	59			
10/22-10/26	19	14	ED	ED	11	44			
Total	52	56	29	46	50	233	124	\$ 116.11	\$ 0.50
10/29-11/2	16	9	11	20	10	66			
11/5-11/9	18	13	ED	15	10	56			
11/12-11/16	H	8	18	ED	SD	26			
11/19-11/23	9	6	ED	H	H	15			
Total	43	36	29	35	20	163	127	\$ 58.54	\$ 0.36
11/26-11/30	15	13	12	16	10	66			
12/3-12/7	23	6	ED	13	8	50			
12/10-12/14	12	8	8	14	9	51			
12/17-12/21	12	10	10	9	ED	41			
12/24-12/28	H	H	H	H	H	0			
Total	62	37	30	52	27	208	107	\$ 129.08	\$ 0.62
12/31-1/4	H	H	NS	NS	NS	0			
1/7-1/11	10	12	9	14	9	54			
1/14-1/18	10	11	9	16	7	53			
1/21-1/25	H	10	ED	12	9	31			
1/28-2/1	10	ED	SD	11	9	30			
Total	30	33	18	53	34	168	90	\$ 104.95	\$ 0.62
2/4-2/8	10	11	ED	14	12	47			
2/11-2/15	5	SD	9	11	8	33			
2/18-2/22	H	H	WD	15	9	24			
2/25-3/1	7	12	6	15	9	49			
Total	22	23	15	55	38	153	135	\$ 93.15	\$ 0.61
3/4-3/8	SD	10	8	18	8	44			
3/11-3/15	9	9	9	12	NS	39			
3/18-3/22	8	6	7	8	7	36			
3/25-3/29	9	9	ED	14	11	43			
Total	26	34	24	52	26	162	119	\$ 129.88	\$ 0.80
4/1-4/5	9	5	ED	ED	10	24			
4/8-4/12	12	12	7	15	10	56			
4/15-4/19	V	V	V	V	V	0			
4/22-4/26	13	13	ED	16	11	53			
Total	34	30	7	31	31	133	99	\$ 61.54	\$ 0.46
4/29-5/3	12	13	13	12	13	63			
5/6-5/10	10	12	8	12	9	51			
5/13-5/17	11	11	ED	14	14	50			
5/20-5/24	10	11	9	11	10	51			
5/27-5/31	H	6	12	14	11	43			
Total	43	53	42	63	57	258	133	\$ 157.40	\$ 0.61
6/3-6/7	9	6	10	10	12	47			
6/10-6/14	8	0	11	15	0	34			
Total	17	6	21	25	12	81	130	\$27.03	\$ 0.21

1730 total attendance/155 day = 11 daily avg.; \$1,020.19 = \$.59/day snack

TOWN OF KENT
Park and Recreation Actual vs. Budget
July 2018 through May 2019

	<u>Jul '18 - May 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
132-800 · Park & Recreation	250.00	250.00	0.00
132-810 · Park & Rec Pass	2,690.00	3,000.00	-310.00
132-820 · Park & Rec Sports	1,975.00	3,500.00	-1,525.00
132-830 · Park & Rec Classes	1,194.20	500.00	694.20
132-840 · Park & Rec Enrichment	13,245.00	11,000.00	2,245.00
132-850 · Park & Rec Enrichment Camp	11,826.00	13,000.00	-1,174.00
132-860 · Bus Trips & Programs	665.00	1,000.00	-335.00
Total Income	31,845.20	32,250.00	-404.80
Gross Profit	31,845.20	32,250.00	-404.80
Expense			
E · Recreation			
023-000 · PARK & REC			
Compensation			
023-101 · Salary Director	46,626.24	50,512.00	-3,885.76
023-102 · Hourly Employees	32,137.87	43,843.00	-11,705.13
023-996 · Health	12,871.85	16,742.00	-3,870.15
023-997 · Pension	1,916.73	2,526.00	-609.27
023-998 · Social Security	5,907.70	7,218.00	-1,310.30
Total Compensation	99,460.39	120,841.00	-21,380.61
Department Operations			
023-201 · Supplies	377.97	400.00	-22.03
023-202 · Postage	300.00	343.00	-43.00
023-204 · Mileage	489.74	700.00	-210.26
023-419 · Park Maintenance	4,416.73	16,000.00	-11,583.27
023-422 · Fee Programs	9,644.75	13,000.00	-3,355.25
023-501 · Telephone	721.35	1,000.00	-278.65
023-502 · Electric	1,162.16	900.00	262.16
023-504 · Water/Sewer	1,104.74	1,350.00	-245.26
Total Department Operations	18,217.44	33,693.00	-15,475.56
Professional Development			
023-450 · Dues	99.00	100.00	-1.00
023-451 · Conferences	455.00	550.00	-95.00
023-452 · Training	0.00	100.00	-100.00
Total Professional Development	554.00	750.00	-196.00
Total 023-000 · PARK & REC	118,231.83	155,284.00	-37,052.17
Total E · Recreation	118,231.83	155,284.00	-37,052.17

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TOWN OF KENT
Park and Recreation Actual vs. Budget
July 2018 through May 2019

	<u>Jul '18 - May 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total Expense	118,231.83	155,284.00	-37,052.17
Net Ordinary Income	-86,386.63	-123,034.00	36,647.37
Net Income	<u>-86,386.63</u>	<u>-123,034.00</u>	<u>36,647.37</u>

TOWN OF KENT
Park and Recreation by month

July 2018 through May 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	TOTAL
Ordinary Income/Expense												
Income												
132-800 - Park & Recreation	0.00	0.00	0.00	250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
132-810 - Park & Rec Pass	820.00	50.00	0.00	0.00	0.00	840.00	715.00	160.00	105.00	0.00	0.00	2,690.00
132-820 - Park & Rec Sports	0.00	0.00	975.00	10.00	0.00	245.00	140.00	5.00	30.00	0.00	570.00	1,975.00
132-830 - Park & Rec Classes	26.00	95.00	52.00	239.00	21.00	93.50	198.60	104.80	78.00	288.30	0.00	1,194.20
132-840 - Park & Rec Enrichment	0.00	30.00	0.00	1,689.50	1,332.50	1,665.00	2,195.00	928.50	1,256.50	1,266.00	2,882.00	13,245.00
132-850 - Park & Rec Enrichment Camp	3,850.00	4,940.00	2,890.00	262.50	21.00	62.50	0.00	0.00	0.00	0.00	0.00	11,826.00
132-860 - Bus Trips & Programs	265.00	0.00	0.00	0.00	95.00	0.00	0.00	0.00	0.00	0.00	285.00	665.00
Total Income	4,981.00	5,115.00	3,717.00	2,451.00	1,469.50	2,906.00	3,248.60	1,198.30	1,469.50	1,552.30	3,737.00	31,845.20
Gross Profit	4,981.00	5,115.00	3,717.00	2,451.00	1,469.50	2,906.00	3,248.60	1,198.30	1,469.50	1,552.30	3,737.00	31,845.20
Expense												
E - Recreation												
023-000 - PARK & REC												
Compensation												
023-101 - Salary Director	3,885.52	4,856.90	3,885.52	3,885.52	4,856.90	3,885.52	4,856.90	3,885.52	3,885.52	3,885.52	4,856.90	46,626.24
023-102 - Hourly Employees	9,512.01	11,046.13	1,093.75	1,234.76	1,321.84	1,641.84	1,229.26	993.38	1,420.08	988.38	1,858.44	32,137.87
023-996 - Health	2,440.04	1,058.12	979.04	1,057.99	1,034.90	2,208.34	-115.45	1,121.15	2,083.73	-30.91	1,034.90	12,871.85
023-997 - Pension	0.00	0.00	637.03	0.00	0.00	648.30	0.00	0.00	631.40	0.00	0.00	1,916.73
023-998 - Social Security	995.82	1,207.76	373.51	384.29	495.03	415.78	457.96	365.84	398.81	352.14	490.76	5,907.70
Total Compensation	16,833.39	18,168.91	6,968.85	6,562.56	7,678.67	8,799.78	6,428.67	6,385.69	8,419.54	5,193.13	8,041.00	99,460.39
Department Operations												
023-201 - Supplies	53.67	0.00	104.76	0.00	23.99	0.00	0.00	5.98	137.98	51.59	0.00	377.97
023-202 - Postage	0.00	0.00	0.00	0.00	300.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00
023-204 - Mileage	0.00	0.00	0.00	0.00	297.57	0.00	0.00	0.00	192.17	0.00	0.00	489.74
023-419 - Park Maintenance	1,108.32	1,068.33	476.95	25.56	0.00	350.00	0.00	0.00	0.00	954.97	432.60	4,416.73
023-422 - Fee Programs	1,580.18	719.24	893.32	890.22	517.36	680.35	394.94	201.88	741.81	2,185.46	839.99	9,644.75
023-601 - Telephone	82.31	82.27	35.99	31.55	291.78	32.81	35.36	35.47	36.52	36.74	38.55	721.35
023-602 - Electric	141.19	148.58	122.28	68.55	88.43	88.11	88.24	88.00	132.59	88.15	88.04	1,162.16
023-604 - Water/Sewer	0.00	412.30	329.84	321.86	0.00	0.00	0.00	0.00	0.00	0.00	40.74	1,104.74
Total Department Operations	2,945.67	2,430.72	1,963.14	1,357.74	1,519.13	1,151.27	518.54	331.33	1,243.07	3,316.91	1,439.92	18,217.44
Professional Development												
023-450 - Dues	99.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	99.00
023-451 - Conferences	0.00	410.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	45.00	455.00
Total Professional Development	99.00	410.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	45.00	554.00
Total 023-000 - PARK & REC	19,878.06	21,009.63	8,931.99	7,920.30	9,197.80	9,951.05	6,947.21	6,697.22	9,662.61	8,510.04	9,525.92	118,231.83
Total E - Recreation	19,878.06	21,009.63	8,931.99	7,920.30	9,197.80	9,951.05	6,947.21	6,697.22	9,662.61	8,510.04	9,525.92	118,231.83
Total Expense	19,878.06	21,009.63	8,931.99	7,920.30	9,197.80	9,951.05	6,947.21	6,697.22	9,662.61	8,510.04	9,525.92	118,231.83
Net Ordinary Income	-14,897.06	-15,894.63	-5,214.99	-5,469.30	-7,728.30	-7,045.05	-3,698.61	-5,498.92	-8,193.11	-6,957.74	-5,788.92	-86,386.63
Net Income	-14,897.06	-15,894.63	-5,214.99	-5,469.30	-7,728.30	-7,045.05	-3,698.61	-5,498.92	-8,193.11	-6,957.74	-5,788.92	-86,386.63

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TOWN OF KENT
Park and Recreation Detail
May 2019

Type	Date	Num	Name	Memo	Amount
E · Recreation					
023-000 · PARK & REC					
Compensation					
023-101 · Salary Director					
Pay...	05/02/2019	DirDep	Ferris (DirDep), Lesly		971.38
Pay...	05/09/2019	DirDep	Ferris (DirDep), Lesly		971.38
Pay...	05/16/2019	DirDep	Ferris (DirDep), Lesly		971.38
Pay...	05/23/2019	DirDep	Ferris (DirDep), Lesly		971.38
Pay...	05/30/2019	DirDep	Ferris (DirDep), Lesly		971.38
Total 023-101 · Salary Director					4,856.90
023-102 · Hourly Employees					
Pay...	05/02/2019	610281	Herde, Charlotte		55.00
Pay...	05/02/2019	DirDep	Leach (DirDep), Meg...		72.00
Pay...	05/02/2019	DirDep	Vizzari (DirDep), Sus...		201.25
Pay...	05/09/2019	610287	Herde, Charlotte		99.00
Pay...	05/09/2019	DirDep	Leach (DirDep), Meg...		115.20
Pay...	05/09/2019	DirDep	Vizzari (DirDep), Sus...		183.75
Pay...	05/16/2019	610292	Herde, Charlotte		82.50
Pay...	05/16/2019	DirDep	Leach (DirDep), Meg...		108.00
Pay...	05/16/2019	DirDep	Vizzari (DirDep), Sus...		144.38
Pay...	05/23/2019	610335	Herde, Charlotte		55.00
Pay...	05/23/2019	DirDep	Leach (DirDep), Meg...		72.00
Pay...	05/23/2019	DirDep	Vizzari (DirDep), Sus...		153.13
Pay...	05/30/2019	DirDep	Leach (DirDep), Meg...		111.60
Pay...	05/30/2019	DirDep	Vizzari (DirDep), Sus...		205.63
Total 023-102 · Hourly Employees					1,658.44
023-996 · Health					
Bill	05/01/2019	H7471171	Aetna	L Ferris - Health Insurance - May 2019	1,088.90
Bill	05/01/2019	TM05728703	Metlife Small Busine...	L. Ferris - Dental Insurance Premium - May 2019	56.00
Bill	05/01/2019	TM05590707	Metlife Small Busine...	L. Ferris - Life Insurance Premium - May 2019	5.45
Liab...	05/31/2019	EOM Recordi	Aetna	L Ferris payroll withholding	-78.95
Liab...	05/31/2019	ADJ	Salisbury Bank	post payroll withholding for H.S.A. to net expense Ferris	-36.50
Total 023-996 · Health					1,034.90
023-998 · Social Security					
Gen...	05/31/2019	45053	Ferris, L		363.91
Gen...	05/31/2019	45053	Herde, C		22.29
Gen...	05/31/2019	45053	Leach, M		36.62
Gen...	05/31/2019	45053	Vizzari, S		67.94
Total 023-998 · Social Security					490.76
Total Compensation					8,041.00
Department Operations					

TOWN OF KENT
Park and Recreation Detail
May 2019

Type	Date	Num	Name	Memo	Amount
023-419 · Park Maintenance					
Bill	05/14/2019	905261561	BSN Sports	PR: Center strap	13.58
Bill	05/22/2019	Basebal repair	Pequignot, Aaron	PR: 1/2 share of repair cost baseball	214.00
Bill	05/24/2019	120002	Ace Hardware of Kent	PR: supplies	206.86
Bill	05/24/2019	120002	Ace Hardware of Kent	PR: discount for promtp payment (net 10)	-1.84
Total 023-419 · Park Maintenance					432.60
023-422 · Fee Programs					
Bill	05/01/2019	27	Davis IGA, Inc.	PR: ASP & Easter Egg Hunt supplies	68.41
Bill	05/07/2019	905222027	BSN Sports	PR: baseball supplies	204.65
Bill	05/09/2019	Share of Goodspe...	Sharon Youth/Recre...	PR: Kent share of Goodspeed trip	260.00
Bill	05/23/2019	100136749	S & S Worldwide	PR: Camp Kent supplies	241.73
Bill	05/31/2019	31542	Crown Trophy	PR: baseball ribbons	65.20
Total 023-422 · Fee Programs					839.99
023-501 · Telephone					
Bill	05/02/2019	3442050219	Charter Communicat...	PR.: Internet 4/24-5/23/19	4.65
Bill	05/21/2019	86092746271231...	Frontier Communicat...	PR: Telephone Service 5/21/19-6/20/19	33.90
Total 023-501 · Telephone					38.55
023-502 · Electric					
Bill	05/15/2019	51039555073	Eversource	PR: period of 4/16/19 - 5/16/19	44.26
Bill	05/15/2019	51337386049	Eversource	PR: period of 4/12-5/15/19	43.78
Total 023-502 · Electric					88.04
023-504 · Water/Sewer					
Bill	05/01/2019	I718246	A Royal Flush Inc.	PR: April arrears regular unit	1.15
Bill	05/01/2019	I720071	A Royal Flush Inc.	PR: April arrears regular unit	5.01
Bill	05/01/2019	I718265	A Royal Flush Inc.	PR: April arrears regular unit	34.58
Total 023-504 · Water/Sewer					40.74
Total Department Operations					1,439.92
Professional Development					
023-451 · Conferences					
Bill	05/14/2019	21897	CRPA	PR: summer quarterly registration	45.00
Total 023-451 · Conferences					45.00
Total Professional Development					45.00
Total 023-000 · PARK & REC					9,525.92
Total E · Recreation					9,525.92
TOTAL					9,525.92

TOWN OF KENT
Park and Recreation Actual vs. Budget
July 2018 through June 2019

	<u>Jul '18 - Jun 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
132-800 · Park & Recreation	250.00	250.00	0.00
132-810 · Park & Rec Pass	2,690.00	3,000.00	-310.00
132-820 · Park & Rec Sports	2,005.00	3,500.00	-1,495.00
132-830 · Park & Rec Classes	1,317.20	500.00	817.20
132-840 · Park & Rec Enrichment	17,066.00	11,000.00	6,066.00
132-850 · Park & Rec Enrichment Camp	11,826.00	13,000.00	-1,174.00
132-860 · Bus Trips & Programs	665.00	1,000.00	-335.00
Total Income	<u>35,819.20</u>	<u>32,250.00</u>	<u>3,569.20</u>
Gross Profit	<u>35,819.20</u>	<u>32,250.00</u>	<u>3,569.20</u>
Expense			
E · Recreation			
023-000 · PARK & REC			
Compensation			
023-101 · Salary Director	50,511.76	50,512.00	-0.24
023-102 · Hourly Employees	33,254.71	43,843.00	-10,588.29
023-996 · Health	13,929.84	16,742.00	-2,812.16
023-997 · Pension	2,565.03	2,526.00	39.03
023-998 · Social Security	6,283.30	7,218.00	-934.70
Total Compensation	<u>106,544.64</u>	<u>120,841.00</u>	<u>-14,296.36</u>
Department Operations			
023-201 · Supplies	388.96	400.00	-11.04
023-202 · Postage	300.00	343.00	-43.00
023-204 · Mileage	1,046.22	700.00	346.22
023-419 · Park Maintenance	7,570.47	16,000.00	-8,429.53
023-422 · Fee Programs	11,573.41	13,000.00	-1,426.59
023-501 · Telephone	889.49	1,000.00	-110.51
023-502 · Electric	1,251.75	900.00	351.75
023-504 · Water/Sewer	1,258.09	1,350.00	-91.91
Total Department Operations	<u>24,278.39</u>	<u>33,693.00</u>	<u>-9,414.61</u>
Professional Development			
023-450 · Dues	99.00	100.00	-1.00
023-451 · Conferences	455.00	550.00	-95.00
023-452 · Training	0.00	100.00	-100.00
Total Professional Development	<u>554.00</u>	<u>750.00</u>	<u>-196.00</u>
Total 023-000 · PARK & REC	<u>131,377.03</u>	<u>155,284.00</u>	<u>-23,906.97</u>
Total E · Recreation	<u>131,377.03</u>	<u>155,284.00</u>	<u>-23,906.97</u>
Total Expense	<u>131,377.03</u>	<u>155,284.00</u>	<u>-23,906.97</u>
Net Ordinary Income	<u>-95,557.83</u>	<u>-123,034.00</u>	<u>27,476.17</u>
Net Income	<u>-95,557.83</u>	<u>-123,034.00</u>	<u>27,476.17</u>

THIS REPORT DOES
 NOT
 INCLUDE PAYROLL HOURS FOR
 6/24 – 6/30
 THAT EXPENSE HAS YET TO BE POSTED

TOWN OF KENT
Park and Recreation Detail
June 2019

Type	Date	Num	Name	Memo	Amount
E - Recreation					
023-000 - PARK & REC					
Compensation					
023-101 - Salary Director					
Pay...	06/06/2019	DirDep	Ferris (DirDep), Lesly		971.38
Pay...	06/13/2019	DirDep	Ferris (DirDep), Lesly		971.38
Pay...	06/20/2019	DirDep	Ferris (DirDep), Lesly		971.38
Pay...	06/27/2019	DirDep	Ferris (DirDep), Lesly		971.38
Total 023-101 - Salary Director					3,885.52
023-102 - Hourly Employees					
Pay...	06/06/2019	610412	Herde, Charlotte		55.00
Pay...	06/06/2019	DirDep	Leach (DirDep), Meg...		36.00
Pay...	06/06/2019	DirDep	Vizzari (DirDep), Sus...		201.25
Pay...	06/13/2019	610420	Herde, Charlotte		110.00
Pay...	06/13/2019	DirDep	Leach (DirDep), Meg...		72.00
Pay...	06/13/2019	DirDep	Vizzari (DirDep), Sus...		166.25
Pay...	06/20/2019	610426	Herde, Charlotte		55.00
Pay...	06/20/2019	DirDep	Leach (DirDep), Meg...		86.40
Pay...	06/20/2019	DirDep	Vizzari (DirDep), Sus...		166.25
Pay...	06/27/2019	DirDep	Herde (DirDep)~, Gr...		50.38
Pay...	06/27/2019	DirDep	Leach (DirDep), Meg...		72.00
Pay...	06/27/2019	DirDep	Soderstrom (DirDep),...		46.31
Total 023-102 - Hourly Employees					1,116.84
023-996 - Health					
Bill	06/01/2019	TM05590707	Metlife Small Busine...	L. Ferris - Life Insurance Premium - June 2019	5.45
Bill	06/01/2019	TM05728703	Metlife Small Busine...	L. Ferris - Dental Insurance Premium - June 2019	56.00
Bill	06/01/2019	H7564487	Aetna	L Ferris - Health Insurance - June 2019	1,088.90
Liab...	06/30/2019	EOM Recordi	Aetna	L Ferris payroll withholding	-63.16
Liab...	06/30/2019	ADJ	Salisbury Bank	post payroll withholding for H.S.A. to net expense Ferris	-29.20
Total 023-996 - Health					1,057.99
023-997 - Pension					
Liab...	06/30/2019	EFT	VOYA (previously ING)	Ferris	648.30
Total 023-997 - Pension					648.30
023-998 - Social Security					
Gen...	06/30/2019	45076		Ferris, L	290.17
Gen...	06/30/2019	45076		Herde, G	3.85
Gen...	06/30/2019	45076		Herde, C	16.83
Gen...	06/30/2019	45076		Leach, M	20.38
Gen...	06/30/2019	45076		Soderstrom, T	3.54
Gen...	06/30/2019	45076		Vizzari, S	40.83
Total 023-998 - Social Security					375.60
Total Compensation					7,084.25
Department Operations					
023-201 - Supplies					
Bill	06/04/2019	7806522	Quill Corporation	PR: paper	10.99
Total 023-201 - Supplies					10.99
023-204 - Mileage					
Bill	06/14/2019	Reimbursement	Ferris, Lesly~	PR: director cell phone reimbursement Dec '18 - June '19 @ \$50.0...	350.00
Che...	06/25/2019	610491	Adams, Sarah	PR: mileage reimbursement for concert signs etc....Torrington	52.20
Bill	06/25/2019	mileage reimburse...	Ferris, Lesly~	PR: mileage reimbursement April - June 7, 2019	154.28
Total 023-204 - Mileage					556.48
023-419 - Park Maintenance					
Bill	06/01/2019	178363	Mountaintop Trucking	PR: Emery Park path	484.40
Bill	06/18/2019	4003	Haymore Services	PR: work on pool, Emery Park	2,650.00
Bill	06/30/2019	120002	Ace Hardware of Kent	PR: various supplies	19.34
Total 023-419 - Park Maintenance					3,153.74
023-422 - Fee Programs					
Bill	06/01/2019	27	Davis IGA, Inc.	PR: ASP snacks	157.40
Bill	06/01/2019	8194	Textile Graphics	PR: Camp T- Shirts	267.68
Bill	06/04/2019	Reimbursement	Ferris, Lesly~	PR: reimbursement for regional senior lunch supplies	38.56
Bill	06/04/2019	7806522	Quill Corporation	PR: Park passes	83.97
Bill	06/07/2019	100152025	S & S Worldwide	PR: Camp Kent supplies	229.80
Bill	06/14/2019	8208	Textile Graphics	PR: concert signs	906.00
Bill	06/26/2019	June 15, 2019	Pennucci, Ray	PR: Minor League Baseball Umpire: 1 game @ \$50.00/game	50.00

TOWN OF KENT
Park and Recreation Detail
June 2019

Type	Date	Num	Name	Memo	Amount
Che...	06/26/2019	610492	Valentine, John	PR: baseball field prep for home LL Minor Team games - 2 games ...	70.00
Bill	06/26/2019	4056710	Rhode Island Novelty	PR: Camp Kent supplies	125.25
Total 023-422 · Fee Programs					1,928.66
023-501 · Telephone					
Bill	06/02/2019	3442060219	Charter Communicati...	PR: Internet 5/24 - 6/23/19	4.65
Bill	06/20/2019	860927127306201...	Frontier Communicat...	PR: Emery Park period of 6/20-7/19/19	128.88
Bill	06/21/2019	860927462712317...	Frontier Communicat...	PR: Telephone Service 6/21/19-7/20/19	34.61
Total 023-501 · Telephone					168.14
023-502 · Electric					
Bill	06/17/2019	51039555073	Eversource	PR: Pavillion period of 5/16-6/17/19	44.39
Bill	06/17/2019	51337386049	Eversource	PR: Emery Park period of 5/15-6/14/19	45.20
Total 023-502 · Electric					89.59
023-504 · Water/Sewer					
Bill	06/01/2019	725529	A Royal Flush Inc.	PR: regular unit 5/2-6/1/19 Kent Common Park	2.75
Bill	06/01/2019	725593	A Royal Flush Inc.	PR: regular unit 5/2-6/1/19 Emery Park	31.00
Bill	06/26/2019	1728959	A Royal Flush Inc.	PR: June: 1 handicap & 1 regular unit Segar Mountain	107.64
Bill	06/26/2019	1728840	A Royal Flush Inc.	PR: handicap unit Kent Green Blvd June 2019	11.96
Total 023-504 · Water/Sewer					153.35
Total Department Operations					6,060.95
Total 023-000 · PARK & REC					13,145.20
Total E · Recreation					13,145.20
TOTAL					13,145.20

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S. Brady
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