

Kent Park and Recreation Commission
Minutes, Monthly Meeting
Sept. 16, 2019

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KENT TOWN CLERK

2019 SEP 19 A 9:49

BY TOWN CLERK

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

Public and Invited Guests: Lee Sohl.

Chairman Lynn Harrington called the meeting to order at 7:03 p.m.

Elevation of Alternates: No alternates were present.

Acceptance of Agenda: Mrs. Everett made a motion to accept the agenda as presented. Mr. Grant seconded the motion, and the motion was approved unanimously.

Acceptance of Minutes of Aug. 12, 2019 monthly meeting: Mrs. Everett made a motion to accept the minutes of the Aug. 12, 2019 monthly meeting. Mr. Grant seconded the motion, and the motion was approved unanimously.

Correspondence: Mrs. Ferris shared the following correspondence:

- note from Kent Memorial Librarian Sarah Marshall thanking Park and Recreation for participating in the Kids Carnival (attached);
- fax from the CT Department of Public Health regarding prevention of contracting Eastern Equine Encephalitis (attached);
- letter dated Sept. 12, 2019 from Shaun McAvoy requesting payment of invoice #3139 (attached).

The commission discussed Mr. McAvoy's request for payment. Ms. Smith Hanby proposed in the future having written contracts for workers. Mrs. Everett made a motion to approve payment of invoice #3139 to Perennial Landscapes in the amount of \$750. Ms. Smith Hanby seconded the motion. Mrs. Everett, Mrs. Harrington, Mr. Perkins and Ms. Smith Hanby voted yes; Mr. Grant voted no. The motion carried.

Public and Invited Guests: Lee Sohl provided a written proposal for Learn to Skate/Hockey Development Program prior to the meeting (attached) which the director shared with the commission prior to the meeting via email. Mrs. Sohl explained Kent Youth Hockey dissolved in the spring, and a group of volunteer coaches would like to continue to offer the Learn to Skate and Hockey Development program. Mrs. Sohl explained the program might not need to be affiliated with USA Hockey if the program were to come under Park and Recreation. Ms. Ferris said she has spoken with Kent School Athletic Director Cortney Duncan about the possibility of renting ice time for this program. There might be ice time available Sunday mornings at a maximum cost of \$300/hour. The proposed program would run November to February. Mrs. Everett questioned from where potential participants might come. Mrs. Sohl said New Milford, Warren, the Region One towns and even Wassaucott are possibilities because they don't have a similar program. Ms. Smith Hanby commented that she and her family moved to Kent for hockey. Mrs. Sohl said the program cost was \$250 for Learn to Skate that met twice a week.

Director's Report: In addition to the written report provided prior to the meeting (attached), Ms. Ferris reported she had updated some information on the website and entered the soccer game schedules on the website. She also posted two program notices on Facebook.

Old Business: After-School Program: Ms. Ferris said the program is off to a good start. Kent School is sending two student volunteers three times a week who have been working and spending time with the youngsters. Ms. Ferris said Park and Recreation received an application from Hayley Hammond to work as a program counselor, and that the director and the program director today interviewed Ms. Hammond. Ms. Ferris recommended hiring Hayley. Mr. Grant made a motion to hire Hayley Hammond as After-School Program counselor to work Monday through Friday from 3 to 5:30 p.m., effective September 16, 2019, at an hourly rate of \$11.25. Mrs. Everett seconded the motion, and the motion was approved unanimously.

Parks: Emery Park projects: Mr. Grant said he has meet with Bartlett Tree Services at Emery and Kent Commons Park and has received a risk aversion plan for tree work at both parks. Ms. Ferris will share this information with the commission prior to the October meeting at which time the commission could consider the recommendations. Mr. Grant added the rest of the guard rails in the parking lot at Emery Park would be installed by the end of October. Also, some work is needed on the playground equipment to address painting and welding needs.

Kent Common Park: Mr. Grant said the Ameri-Corps volunteers did clean-up work at Kent Common, courtesy of the Kent Land Trust. Mr. Grant said there is wash out of the walking path which he will address. Ms. Smith Hanby said she pulled up burrs at the park.

Mr. Grant said he also will be doing some work at the baseball fields where some shingles need to be replaced on the Park and Recreation shed. Ms. Ferris explained the maintenance of the ballfields in the responsibility of the playing field committee, not Park and Recreation. Mr. Grant also noted the private schools, except for Kent School, are moving in a different direction for community service this school year.

Parks' Master Plan Subcommittee: follow-up on plan, funding: Mr. Grant recommended looking at possible funding through thinning of the forest at Emery Park. Ms. Smith Hanby suggested talking to the universities about help, saying the program could become a graduate studio. She recommended sending a letter to local universities looking to create a partnership to integrate a master plan for Kent's parks into their graduate studio and providing the school with the RFP/Q. Ms. Ferris will draft a letter and forward to Ms. Smith Hanby before sending it out. The commission agrees it could continue to look at potential funding sources, as well.

Five-Year Capital Plan: There was no discussion.

Sports Programs follow-up: soccer: Ms. Ferris said soccer programs are underway and the first games were September 14. She met with the parents August 27 and gave them an overview of the program and the specific team information. Ms. Ferris said basketball registration begins in October.

2019-20 Budget: Ms. Ferris said she has no monthly report to share.

Library carnival August 31, 2019 follow-up: Ms. Ferris thanked Mr. Perkins and Ms. McMahon for their help at the event. She said it was a fun day and the youngsters enjoyed the prizes they could earn playing corn hole toss.

Halloween Bash: Ms. Ferris said she spoke this evening with representatives of the Kent Center School PTO and learned that the PTO isn't interested in co-sponsoring the Halloween Bash this year. Mrs. Harrington commented Park and Recreation relied a lot on the PTO's help last year. Mrs. Harrington said she would be responsible for the downstairs haunted walkway. Mr. Grant agreed to be in charge of upstairs' activities which would include pumpkin decorating, food. The commissioners agree the event needs people to commit to helping. Ms. Ferris will email the commission as a whole. Ms. Ferris reiterated the event space is reserved and that she would be out-of-town on personal time October 24-27.

New Business: Kent Youth Hockey Request: Ms. Sohl noted she has researched the USA Hockey since she spoke at the beginning of the meeting and this cost would not be needed if Park and Recreation is sponsoring the program. Mrs. Harrington spoke in favor of the program, noting its importance. Mrs. Sohl said one hour of ice time would be fine; two would be better. Ms. Ferris would contact South Kent School to see if any weekend ice time would be available and what the cost would be. Ms. Smith Hanby made a motion to commit Kent Park and Recreation to sponsor Learn-to-Skate/Hockey Development Program at least Saturday mornings, 8-9 a.m. from November 2019 through February 2020 at Kent School at a cost to be determined. Mr. Perkins seconded the motion, and the motion was approved unanimously.

Commission vacancy: Ms. Ferris shared with the commission via email prior to the meeting an email letter of interest in filling the alternate vacancy from Jennifer Calhoun. Mrs. Harrington made a motion to appoint Jennifer Calhoun to fill an unexpired one-year seat on the Kent Park and Recreation Commission until January 16, 2020. Mrs. Everett seconded the motion, and the motion was approved unanimously.

The next Kent Park and Recreation Commission meeting is Monday, October 21, 2019 at 7 p.m. Mrs. Everett made a motion to adjourn the meeting at 8:25 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.



Kent Memorial Library
Read. Learn. Imagine.

Dear Lesly • The Park • Rec team

Thanks so much for participating
in the Kent Carnival this year.
It was great that the Town had
a presence at the event, • we
hope you'll continue to join
us.

Park • Rec brings such fun
for families all year - thanks
again - for all you do!

- Sam L

P.O. Box 127 • Kent, CT 06757
860.927.3761
kentmemoriallibrary.org

This fax message is intended for the recipient indicated above. If you are not the intended recipient, please help deliver this to them.
If you are the intended recipient, call 1 (800) 326-9315 and enter the ID displayed by your name in the TO field above to confirm receipt.

Fax From: CT-Department of Public Health

Subject: DPH ADVISES CT RESIDENTS TO TAKE EXTRA PRECAUTIONS TO PREVENT CONTRACTING EASTERN EQUINE ENCEPHALITIS

The Connecticut Department of Public Health today is urging residents to continue personal preventive measures to avoid mosquito bites and reduce the chance of contracting eastern equine encephalitis (EEE) virus. Residents are advised to protect themselves and their children by minimizing outdoor activity from dusk to dawn, when mosquitoes are most active. The mosquitoes that carry the virus are active until the first heavy frost. The EEE virus has been identified in mosquitoes in 12 towns and in horses in two other towns. Towns where mosquitoes have tested positive for EEE include: Chester, Haddam, Hampton, Groton, Killingworth, Ledyard, Madison, North Stonington, Plainfield, Shelton, Stonington, and Voluntown. Horses have tested positive for EEE virus in Colchester and Columbia this season, and the virus has been detected in a flock of wild pheasants. Other states throughout the Northeast are also experiencing an active season for EEE. In addition to the virus being found in mosquitoes, human cases of EEE infection, including fatalities, have been identified this year in Massachusetts, Rhode Island, and New Jersey. No human cases of EEE have been identified in Connecticut so far this year. (Full Press Release Attached)

**For Immediate Release**

September 11, 2019

For More Information:Av Harris av.harris@ct.gov

(860) 509-7270

**DEPARTMENT OF PUBLIC HEALTH ADVISES
CONNECTICUT RESIDENTS TO CONTINUE TAKING
EXTRA PRECAUTIONS TO PREVENT CONTRACTING
EASTERN EQUINE ENCEPHALITIS**

**RESIDENTS ARE ADVISED TO PROTECT THEMSELVES AND THEIR CHILDREN BY
AVOIDING OUTDOOR ACTIVITY FROM DUSK TO DAWN, WHEN MOSQUITOES ARE
MOST ACTIVE**

Hartford – The Connecticut Department of Public Health today is urging residents to continue personal preventive measures to avoid mosquito bites and reduce the chance of contracting eastern equine encephalitis (EEE) virus. Residents are advised to protect themselves and their children by minimizing outdoor activity from dusk to dawn, when mosquitoes are most active. The mosquitoes that carry the virus are active until the first heavy frost.

The EEE virus has been identified in mosquitoes in 12 towns and in horses in two other towns. Towns where mosquitoes have tested positive for EEE include: Chester, Haddam, Hampton, Groton, Killingworth, Ledyard, Madison, North Stonington, Plainfield, Shelton, Stonington, and Voluntown. Horses have tested positive for EEE virus in Colchester and Columbia this season, and the virus has been detected in a flock of wild pheasants. Other states throughout the Northeast are also experiencing an active season for EEE. In addition to the virus being found in mosquitoes, human cases of EEE infection, including fatalities, have been identified this year in Massachusetts, Rhode Island, and New Jersey. No human cases of EEE have been identified in Connecticut so far this year.

“Connecticut residents, especially those in the eastern part of the state, should continue to take mosquitoes seriously and take routine precautions to prevent mosquito bites,” cautioned DPH Commissioner Renée Coleman Mitchell. “The mosquitoes that carry the virus are active until the first heavy frost.”

The DPH advises against unnecessary trips into mosquito breeding grounds and marshes as the mosquitoes that transmit EEE virus are associated with freshwater swamps and are most active at dusk and dawn. Overnight camping or other substantial outdoor exposure in freshwater swamps in Connecticut should be avoided. Even though the temperatures are getting cooler, it is important to remember mosquito season is not over and residents should continue to take measures to prevent mosquito bites, including wearing protective clothing and using repellents.

Although EEE-infected mosquitoes continue to be detected in the southeastern corner of the State, the numbers are beginning to decline and we are not experiencing the excessively high levels of activity seen in Massachusetts. There are currently no plans to implement widespread pesticide sprays in the State.

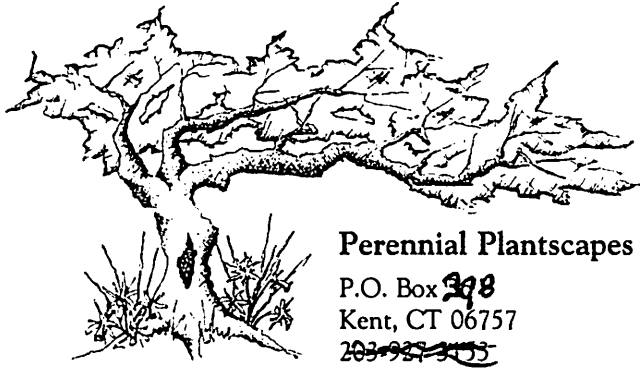
The EEE virus is a rare but serious disease transmitted by mosquitoes which acquire the virus by feeding on wild birds. The virus cannot be spread person-to-person or from horses to humans. On average, there are 6 human cases of EEE reported each year in the United States. Symptoms include fever, headache, stiff neck, and reduced consciousness. Individuals experiencing these symptoms should seek medical care immediately. Approximately 25-50% of cases are fatal and one-half of survivors suffer permanent neurological damage. In Connecticut, the first locally-acquired human case occurred in the fall of 2013. That patient died from the infection.

Personal precautions to avoid mosquito bites include:

- Be sure door and window screens are tight fitting and in good repair.
- While outdoors, wear shoes, socks, long pants, and long-sleeved shirts. Clothing should be light colored and made of tightly woven materials that keep mosquitoes away from the skin.
- Consider using mosquito repellent when it is necessary to be outdoors and always use them according to label instructions. The most effective repellents contain DEET or Picaridin.
- Limit infants' and children's exposure to mosquitos and dress them in protective clothing when outdoors.
- Use mosquito netting if sleeping outdoors.

For information on what can be done to prevent getting bitten by mosquitoes and the latest mosquito test results and human infections, visit the Connecticut Mosquito Management Program web site at <https://portal.ct.gov/mosquito>

For more information about EEE prevention visit the [CDC website](#)



Perennial Plantscapes

P.O. Box ~~398~~
Kent, CT 06757
~~203-927-3153~~

Sept. 12, 2019

To the Kent Park & Recreation Commission:

In response to your letter dated Aug. 12, 2019, I was not working on my own volition while doing park maintenance for the Town of Kent, but under an agreement with Leslie Ferris to do the trail maintenance as needed in Emery Park and Town Commons. I have been doing this work for a few years and was not informed that the agreement had changed. I think I should be paid for the work I performed July 15 through Aug. 1 of this year (Invoice # 3139 for \$750) since this was done before the Commission reached its decision.

Sincerely,
Shawn McAvoy
Shawn McAvoy

September 16, 2019

Re: Kent Park and Rec Activity Proposal

Activity: Learn-to-Skate/Hockey Development

When: Ideally, Saturday and Sunday mornings, 60 minutes each session, beginning in November and ending in February

Instructors: Experienced LTS and/or hockey coaches to volunteer, with reimbursement for USA Hockey cards (\$46 a year). All coaches wear helmets.

Who: All ages of skaters who just want to learn to skate or plan to eventually play hockey (parents of children under six must stay on premises during session)

Requirements: USA Hockey card, helmets, hockey skates, sticks for Hockey Development, additional hockey gear for padding is recommended but not required

Fee per skater: Enough to pay for 5-8 coaches' USA Hockey cards, as well as ice time

Where: Hopefully Kent School. South Kent School?

Questions: What is the cost of the ice? What are the available ice times? How many skaters will sign up? How many steady coaches will volunteer? Will USA Hockey accept involvement with a group operating under Park and Rec?

Contact: Lee Sohl, 860-488-6476, sohllee44@gmail.com

Thank you,

Lee and Jim Sohl

Park and Recreation Director's Report

September 2019

From the August 2019 meeting:

- I sent a registered and regular postal mail letter to Sean McAvoy per commission action.
- I sent a letter to Elizabeth Houck to thank her for her service and the commission and to acknowledge the commission's action on her resignation.
- Regarding the director's job description, I met August 27 with soccer parents; I updated information on the website twice a week; I posted the director PTO days (August) on the home page scrolling message; I input the soccer team rosters on the website and posted the practice schedules on the individual team pages. I posted the September office hours on the office door and on the website.

From the director:

After-School Program: The program is off to a good start for the new school year. There are several youngsters attending who are new to the program, and some of the past users have returned, as well. I continue to advertise opening for an assistant to the director. The job posting has been emailed to the students at the high school. Meanwhile, I have been working each afternoon at the program. We have received payment on most of the accounts receivable from last school year.

Budget/Five-Year Capital Plan: I don't have anything to report on either of these.

Parks: The AmeriCorps volunteers, as you know, did a lot of work at Kent Common Park. Thank you to John and Connie Manes of the Kent Land Trust for making this possible.

Fee Programs: I am working with Chris Kiely on a Tai Chi class geared to seniors. A new session of Tang Soo Do begins October 21 and I will be advertising this in hopes of attracting new students to both classes. We may receive a request to sponsor Learn-to-Skate program. I first am making an inquiry about ice time.

Regional Recreation Directors: We met September 3 to finalize numbers of players and teams for fall soccer programs.

Sports Programs: The travel soccer teams are practicing weekly and games begin September 14. I met with parents August 27 and we had a good turnout. I reviewed the programs, coaches, practice times, player equipment and clothing needs and solicited parent volunteers to coordinate sign-up for oranges for games. I lined the soccer field and marked the boxes, etc. last week and this week began the weekly re-painting of the lines.

Senior Activities: The August senior ice cream social attracted a small but appreciative group of seniors who had fun making their sundaes and visiting with each other. The Friday senior lunches resume September 13. The next monthly bus outing is September 17 for a pontoon boat ride around Lake Wonoscopomuc followed by lunch. The bus is full!

Camp Kent: The camp program ended on a positive note August 16. Campers participated in the annual camp "talent show" that morning, and Kevin wrote and read the traditional camp poem. We

enjoyed our last BBQ lunch of the summer and then worked cooperatively to clean and pack up the camp shed. The usual hugs and tears were shared as the campers and staff said their goodbyes. Previously the camp staff and I met to review the summer and brainstorm ideas and wants for the 2020 season.

Other Summer Programs: Following up on the summer concert series, I am pleased to share with you that Park and Recreation did receive a donation for the concerts from Anne Bass. Thank you again, Trisha, for soliciting donations that covered the cost of the five concerts.

Library Kids' Carnival: The carnival was fun and Park and Rec's corn hole game attracted youngsters of all ages and several who played repeatedly, trying to score at least 10 points to win a "plush" toy – others accumulated arm loads of keychains. Thank you to Michael and Trisha for their help and Lynn and Abigail for stopping by. We received a nice note from library director Sarah Marshall which I will share at the meeting.

Looking ahead ...

- I will be out of the office October 7-8 and 24-25 for PTO days.
- The Halloween Bash is October 26.
- The CRPA Annual Conference is November 25-26

Saturday, Aug 17, 2019

Hello Lesly! I am interested in filling the alternate position on the Parks and Recreation Commission. As my 3 kids get more involved in sports and activities in town and school I am looking to assist in the Commission's duties and offer insight where I can. My experience includes a bachelor's degree in Recreation and Parks Management from West Virginia University and town government experience for over 7 years.

I'm looking forward to hearing from you!

Jennifer Calhoun

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