

Kent Park and Recreation
Minutes Nov. 19, 2019 Meeting

Present: Jennifer Calhoun, Blythe Everett, John Grant, Lynn Harrington, Trisha McMahon, Michael Perkins, director Lesly Ferris.

Public & Invited Guests: None.

Chairman Lynn Harrington called the meeting to order at 7:07 p.m.

Alternates: Mr. Grant made a motion to elevate alternates Jennifer Calhoun and Trisha McMahon. Mrs. Everett seconded the motion, and the motion was approved unanimously.

Agenda: Ms. Ferris asked to add item 9c. Basketball coaches. Mrs. Everett made a motion to approve the agenda as amended. Mr. Grant seconded the motion, and the motion was approved unanimously.

Minutes: Ms. Calhoun noted Jennifer Calhoun needs to be added to the alternates who were elevated. Mrs. Everett made a motion to approve the minutes of the Oct. 21, 2019 monthly meeting as corrected. Mr. Grant seconded the motion, and the motion was approved unanimously.

Correspondence: Ms. Ferris said the correspondence refers to an agenda item.

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 Slamma-Jamma Basketball has requested Park and Recreation sponsor its camp July 20-24, 2020. Mr. Grant made a motion that Kent Park and Recreation sponsor the Slamma-Jamma Basketball camp July 20-24, 2020. Ms. McMahon seconded the motion, and the motion was approved unanimously. Ms. Ferris noted the program the past two years was held at Kent Center School. Slamma-Jamma handles the registration and Park and Recreation receives a share of the registration fee. Ms. Ferris said the Kent Board of Education denied the proposal to regionalize seventh and eighth grade athletics. Ms. Ferris also reported there was a discrepancy between the transit district and state DOT that put the monthly senior bus trips in jeopardy. She attended a meeting where the issues were discussed and rectified. Ms. Ferris reiterated that she will be out of the office November 25-26 to attend the CRPA Annual Conference.

Old Business: After-School Program: Ms. Ferris read a letter from program director Sue Vizzari, requesting a leave from the program for January and February 2020, returning March 2, 2020 (attached). Ms. McMahon said she could help at the program. Ms. Ferris said Megan Leach, substitute director, probably could work one day/week while Ms. Ferris said she would be filling in for Sue, too. Ms. Calhoun suggested emailing KCS families to solicit help. Mr. Grant made a motion to accept After-School Program director Sue Vizzari's request for time off January and February 2020 with a return date of March 2, 2020. Mrs. Everett seconded the motion, and the motion was approved unanimously.

Parks: Emery Park projects: Mr. Grant said currently no work is going on at the park.

Kent Common Park: Mr. Grant said a couple of branches came down in the park. He noted Kent School student volunteers cleaned up the edge of park on the South Commons Road entrance. He recommended commissioners walk the parks to see the work.

Ms. Ferris reviewed her meeting with Matt Flanagan of Bartlett Tree Services and provided printed copies of the new prioritized work proposed for Kent Common and Emery Parks. The work is itemized to reflect priorities for risk aversion mitigation. Ms. Calhoun recommended getting bids from other companies. Ms. Ferris noted Bartlett has worked cooperatively with Park and Recreation in the past and has done work at no cost and attended the Emery Park open house and Arbor Day event where they distributed tree saplings at no cost. Mrs. Everett stated if there is no immediate concern by waiting to do the work, is it worth getting other bids. Mr. Perkins said he, too, likes the idea of getting other bids. Mr. Perkins made a motion to accept Bartlett Tree Services' bid for Kent Common Park, Group 1 work at \$1,800 and create and distribute an RFP for the rest of the proposed work at the two parks. Ms. McMahon seconded the motion. Mrs. Everett, Mr. Grant, Mrs. Harrington, Ms. McMahon, Mr. Perkins voted yes; Ms. Calhoun voted no. The motion passes 5-1. Ms. Calhoun commented she still thinks the entire project should be put out to bid.

Parks' Master Plan Subcommittee: follow-up on plan, funding: Ms. Ferris reported she met with Miranda Lovato, a landscape architect who recently moved to Kent and is interested in working with Park and Recreation on its Master Plan. Ms. Ferris said they discussed:

- Parks' Master Plan RFP/Q
- Features and challenges at the parks
- Signage and accessibility

Ms. Lovato suggests three phases for the plan: soliciting public feedback where the commission's role would be to listen; the analytical phase where data would be put together; plan. Ms. Lovato would be willing to work with Park and Recreation in terms of money. Ms. Ferris reminded the commission there is in excess of \$9,000 remaining in the Ward Estate donation. Also, the commission could use any remaining 2019-20 budget monies which could be determined in mid-June. The commission consensus is to invite Ms. Lovato to either the December or January meeting and be sure Abigail Smith-Hanby also can be at the meeting. Ms. Calhoun recommended being sure the Town Plan of Conservation and Development is incorporated, noting there is a parks' section.

Five-Year Capital Plan: Ms. Ferris reported she contacted Hinding Tennis, which painted the courts when they were renovated and received an estimated cost for repainting to include in the Five-Year Capital Plan. She submitted a request for \$20,000 in Fiscal Year 2024-25 to the Board of Selectmen.

Sports Programs follow-up: basketball, baseball: Ms. Ferris reported Kent's Northwest Rec League 5/6 boys' team begins practice November 19 at which time she will be meeting with parents. The grades 3 and 4 program begins December 11. Parents are not in favor of participating in the regional instructional basketball programs. The regional recreation directors have been working on incorporating Canaan into the Mid-County Baseball league. The 2020 season will feature a new regional team for Little League age eligible 10-12 year olds who will play under Canaan's Little League charter in District 6. The team will be chosen on the basis of a

two-day evaluation. Canaan will have teams either individually or with other towns in the Mid-County league. Letters will go out to parents the first week in January with this information.

2019-20 Budget: Ms. Ferris provided the July-October 2019 budget report as provided by the town treasurer (attached). The director noted the Tai Chi and Qigong programs are generating good revenue and she expects Park and Recreation will exceed the budgeted revenue for classes. Mr. Perkins what “enrichment” refers to in the revenue report? Ms. Ferris explained this is After-School Program revenue. Ms. Ferris said the telephone expenditure line has no money in it because the Town Hall office phones have been grouped together. Ms. Ferris added the Park and Recreation telephone line does need to have funding for the Emery Park seasonal phone and the director’s cell phone reimbursement.

Learn-to-Skate/Hockey Development proposal follow-up: Ms. Ferris said the program begins Sunday. Currently seven people are registered, including three ages 4 and under and one adult. The posting on the Park and Recreation Facebook Page about the program got 1,900 views. Ms. Ferris confirmed that the program is open also to adults.

Halloween Bash follow-up: Mr. Grant and Ms. McMahon said more volunteers are needed and more activities for the upstairs, agreeing the event is “so much fun.” Mrs. Everett said Marvelwood School might be able to lend more student help if they know ahead of time and/or if the event were held on a Sunday. The commission agrees:

- Need more volunteers; perhaps solicit a co-sponsor;
- Need more activities for upstairs
- Sunday during the afternoon could be a better time option
- Parents need to be more watchful of their children
- Ticket needed to punch for the maze; limit youngsters to 2/3 times through

The commission recognizes a need to work on this event early and will keep it on the agenda. Mrs. Harrington thanked everyone for their great effort.

Playing Field Oversight follow-up: Mrs. Harrington reported on the Board of Selectmen November 6 meeting that she attended, noting Park and Recreation now also has been tasked with oversight of the lease for the playing fields. Mrs. Harrington said Park and Recreation is stuck with the Board of Selectmen’s decision. Mrs. Harrington added that selectman Chris Garrity said the playing field budget line would go in the Park and Recreation budget as a separate line item and that the Selectmen would give Park and Recreation whatever money is needed for the line item. Ms. Ferris reiterated that the playing field subcommittee’s task is to oversee the work on the three baseball infields, two of which are used primarily by Park and Recreation. She again recommended the commission create its own subcommittee. Mr. Grant made a motion that Kent Park and Recreation create a playing field subcommittee, comprised of a representative from Park and Recreation, Kent Center School/Kent Board of Education and the community at large and named Jennifer Calhoun and Bruce Adams to the subcommittee and tasked the subcommittee with bringing a bid for infield and turf management work to the commission. Mr. Perkins seconded the motion, and the motion was approved unanimously.

Rob Zombie Event Proposals: The commission discussed possible proposals for an event in 2020 in which to involve Rob Zombie. The commission consensus is the event should be before Halloween. The commission further agrees to recommend hosting an October 3 film screening of

original, short horror films created by Kent residents and students. There could be an initial screening of the submissions and then public viewing of the finalists where Rob Zombie would judge the films. Ms. Ferris will contact Rebecca in Mr. Zombie's office to share the details with her and find out if the date would work in his schedule.

New Business: 2020 Meeting Dates: Ms. Ferris shared proposed 2020 meeting dates (attached). Mrs. Harrington made a motion to accept the 2020 meeting dates as proposed. Mr. Perkins seconded the motion, and the motion was approved unanimously.

Commission appointments: Ms. Ferris shared with the commission the commission seats that are up for appointment at the January Annual Town Meeting (attached). Mr. Grant made a motion to recommend to the Board of Selectmen the appointment of Blythe Everett and John Grant to three-year seats that expire January 19, 2023; and, Jennifer Calhoun and Trisha McMahon to one-year alternate seats that expire January 21, 2021; and, Michael Perkins to fill an unexpired three-year term until January 20, 2022. Mrs. Everett seconded the motion, and the motion was approved unanimously.

Basketball coaches: Ms. Ferris recommended Doug Bloom, coach of Northwest Recreation League 5/6 boys' basketball team, and Bob McCarron, coach of grades 3 and 4 team. Mrs. Everett made a motion to approve the recommendations of Doug Bloom as coach of Northwest Recreation League 5/6 boys' basketball team, and Bob McCarron as coach of grades 3 and 4 team. Ms. Perkins seconded the motion, and the motion was approved unanimously.

The next Kent Park and Recreation Commission meeting is Dec. 16, 2019 at 7 p.m. Mrs. Harrington made a motion to adjourn the meeting at 8:37 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.

Park and Recreation Director's Report

November 2019

From the October 2019 meeting:

- Reminder: email me with your idea(s) for a Rob Zombie-involved program for next year. The commission needs to identify a date and request for program to provide to Mr. Zombie before Thanksgiving. I spoke with his contact person and she indicated that Mr. Zombie would be interested in doing an event for Park and Recreation if the date works in his schedule. Proposals cannot involve music.
- I met with Matt of Bartlett Tree and we walked both parks and looked at the proposed tree work. Matt and I created an "A" and "B" list (even one "C") to prioritize the work. The criteria used are the potential threat to the public using the parks should a broken and/or dead limb fall. There only are a couple trees that need to be removed completely because they are dead. I am waiting for his revised proposal. Also, Bartlett does work year round.
- I submitted proposal for the Five-Year Capital Plan for the repainting of the two tennis courts which would run about \$20,000. I spoke with Hinding which did the painting of the courts when we had them refurbished.
- I sent a memo to the Board of Selectmen regarding the playing fields and the commission's motion at its October meeting. Lynn Harrington and I attended the board's November 6 special meeting where the selectmen reiterated (and made a new motion) that the responsibility (oversight and financial) for the playing fields should be Park and Recreation's. Again, I propose that the commission create a sub-committee to oversee the playing fields. I asked the selectmen to keep a separate line in the Park and Recreation budget for this maintenance work.
- I sent via email the Parks' Master Plan RFP/Q to UConn. I haven't heard anything back yet.
- I created and sent out a survey monkey for the instructional basketball programs.

From the director:

After-School Program: The October attendance overall was less than in 2018 and collectively the attendance still exceeds last year's at this time. The program director has let me know that she would be taking off January and February. I have asked her to provide Park and Recreation with a letter stating this. I have sent home the October invoices. The program doesn't meet November 11, 27, 28, 29, for the holidays.

Budget/Five-Year Capital Plan: I will bring the July-September monthly budget reports to the meeting.

Parks: I have had the port-o-lets removed from Kent Common Park and also from the ballfields.

Fee Programs: The Easy Tai Chi class is schedule to begin November 12. One new student joined the newest session of Tang Soo Do classes.

Regional Recreation Directors: We met November 6 and reviewed the fall soccer programs, continued discussed on the upcoming basketball season, especially numbers of players and teams for the Northwest Rec Basketball League. We are meeting November 7 with Canaan Little League representatives to finalize hopefully plans for working cooperatively, starting with the 2020 season.

Sports Programs: The travel soccer teams ended their season October 26. I have received back equipment and game jerseys, which I have washed. I removed the soccer goal nets and stored them at the Community House. I sent thank you notes to the soccer coaches. I am working on a parents' meeting and the start of practices for the grades 5/6 Northwest Rec Basketball league. I will be sending out registration for grades 3 and 4 and 1 and 2 once the results of the survey monkey are finished. I believe these will be programs based in Kent.

The Kent Board of Education has been discussing and considering a proposal to regionalize Middle School sports. I attended the board's informational meeting and Lynn and I were at this week's board meeting where the board members presented voted 4-0 not to approve the proposal.

Senior Activities: I oversaw pumpkin decorating at the Halloween luncheon at the Senior Center. The free chair massage, 15-minute sessions, for seniors was postponed and will take place the morning of November 12 at the Senior Center. This program is by appointment. There are several sign-ups. The November outing will be the annual trip to the Christmas Tree Shops and this year we also will be going to Hobby Lobby. A meeting is being planned for November 13 or 14 with the Northwest Corner Transit District to discuss the special trips (monthly senior outings) which I understand are in jeopardy of continuing. This would impact several towns, including Kent. The first selectman and I are planning to attend the meeting.

Halloween Bash: Thank you to everyone who helped with the event. I heard mostly positive feedback. Only a couple of people suggested there could be more activities upstairs. There now are several plastic totes with items for the event stored in the Park and Recreation closet in the Community House.

Halloween Safety Campaign: The campaign was another success this year even with the at-times rainy weather. The warm temperature definitely was a plus. Trooper Fisher and I were on Main Street before 5 p.m. and did stay until about 7:15 p.m., but we did distribute all the necklaces.

Commission appointments: The commission makes recommendations to the Board of Selectmen at its November meeting for appointments to the commission. Blythe Everett and John Grant's three-year terms expire in January along with the two alternate seats held by Jennifer Calhoun and Trisha McMahon. Also, the commission needs to recommend the appointment of Michael Perkins to his unexpired three-year term. This item is on the agenda (see attached memo).

Looking ahead ...

- I will be out of the office November 8 for PTO day.
- Town Hall offices are closed November 11.
- The Park and Rec meeting will take place in the conference room across from the office.
- The CRPA Annual Conference is November 25-26.
- Town Hall offices are closed November 28-29.

From: Sue Vizzari
P. O. Box 643 / Kent
(860) 927-4611

11/15/19

To: Lesly Ferris
Director of Park n Rec / Kent


Dear Lesly,

As Director of the After School Program, I first would like to say that I have truly enjoyed working with you and running this program. This past couple of years has been a challenging one for my family. I appreciate all the support that you have given me.

As per our conversations since last May, I would like to take the months of January & February, 2020, off. My family has a lot going on then & my time should be with my family. This decision has been a hard one to make as I love working with you, our staff, and especially the children! I am hoping that with ample time, you will be able to fill this position before the Winter Recess for KCS. I would also like to add, that I do want to come back for the first of March, Officially, that would be Monday, March 2, 2020.

Sincerely,

"Tanta" Sue Vizzari

A handwritten signature in cursive script, appearing to read "Sue Vizzari", written in black ink.

Kent Park and Recreation

Lesly Ferris, Director

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Kent, CT 06757-0678

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PROPOSED

2020 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 27

Monday, February 24

Monday, March 16

Monday, April 20

Monday, May 18

Monday, June 15

Monday, July 20

Monday, August 17

Monday, September 21

Monday, October 19

Monday, November 16

Monday, December 21

This institution is an equal opportunity provider and employer.

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

	<u>Jul - Sep 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	390.00	3,000.00	-2,610.00
132-820 · Park & Rec Sports	890.00	3,500.00	-2,610.00
132-830 · Park & Rec Classes	347.10	500.00	-152.90
132-840 · Park & Rec Enrichment	1,298.00	11,000.00	-9,702.00
132-850 · Park & Rec Enrichment Camp	13,876.50	13,000.00	876.50
132-860 · Bus Trips & Programs	95.00	750.00	-655.00
Total Income	<u>17,146.60</u>	<u>32,000.00</u>	<u>-14,853.40</u>
Gross Profit	17,146.60	32,000.00	-14,853.40
Expense			
E · Recreation			
023-000 · PARK & REC			
Compensation			
023-101 · Salary Director	12,981.54	51,926.00	-38,944.46
023-102 · Hourly Employees	20,031.26	45,454.00	-25,422.74
023-996 · Health	5,386.20	16,090.00	-10,703.80
023-997 · Pension	660.66	2,598.00	-1,935.34
023-998 · Social Security	2,500.12	7,450.00	-4,949.88
Total Compensation	<u>41,559.78</u>	<u>123,516.00</u>	<u>-81,956.22</u>
Department Operations			
023-201 · Supplies	32.46	400.00	-367.54
023-202 · Postage	6.30	385.00	-378.70
023-204 · Mileage	0.00	700.00	-700.00
023-419 · Park Maintenance	1,217.76	16,000.00	-14,782.24
023-422 · Fee Programs	3,295.05	13,000.00	-9,704.95
023-501 · Telephone	51.45		
023-502 · Electric	379.85	900.00	-520.15
023-504 · Water/Sewer	1,109.36	1,350.00	-240.64
Total Department Operations	<u>6,092.23</u>	<u>32,735.00</u>	<u>-26,642.77</u>
Professional Development			
023-450 · Dues	105.00	100.00	5.00
023-451 · Conferences	420.00	550.00	-130.00
023-452 · Training	0.00	100.00	-100.00
Total Professional Development	<u>525.00</u>	<u>750.00</u>	<u>-225.00</u>
Total 023-000 · PARK & REC	<u>48,177.01</u>	<u>157,001.00</u>	<u>-108,823.99</u>
Total E · Recreation	<u>48,177.01</u>	<u>157,001.00</u>	<u>-108,823.99</u>
Total Expense	<u>48,177.01</u>	<u>157,001.00</u>	<u>-108,823.99</u>
Net Ordinary Income	<u>-31,030.41</u>	<u>-125,001.00</u>	<u>93,970.59</u>
Net Income	<u>-31,030.41</u>	<u>-125,001.00</u>	<u>93,970.59</u>

TOWN OF KENT
Park and Recreation by month
July through September 2019

	Jul 19	Aug 19	Sep 19	TOTAL
Ordinary Income/Expense				
Income				
132-800 · Park & Recreation	0.00	0.00	250.00	250.00
132-810 · Park & Rec Pass	35.00	0.00	355.00	390.00
132-820 · Park & Rec Sports	0.00	0.00	890.00	890.00
132-830 · Park & Rec Classes	177.50	169.60	0.00	347.10
132-840 · Park & Rec Enrichment	0.00	0.00	1,298.00	1,298.00
132-850 · Park & Rec Enrichment Camp	6,163.00	2,631.00	5,082.50	13,876.50
132-860 · Bus Trips & Programs	95.00	0.00	0.00	95.00
Total Income	6,470.50	2,800.60	7,875.50	17,146.60
Gross Profit	6,470.50	2,800.60	7,875.50	17,146.60
Expense				
E · Recreation				
023-000 · PARK & REC				
Compensation				
023-101 · Salary Director	3,994.32	4,992.90	3,994.32	12,981.54
023-102 · Hourly Employees	8,077.75	10,916.25	1,037.26	20,031.26
023-996 · Health	3,118.41	1,131.82	1,135.97	5,386.20
023-997 · Pension	0.00	0.00	660.66	660.66
023-998 · Social Security	916.09	1,208.24	375.79	2,500.12
Total Compensation	16,106.57	18,249.21	7,204.00	41,559.78
Department Operations				
023-201 · Supplies	0.00	5.28	27.18	32.46
023-202 · Postage	0.00	6.30	0.00	6.30
023-419 · Park Maintenance	48.71	238.58	930.47	1,217.76
023-422 · Fee Programs	1,649.11	1,367.76	278.18	3,295.05
023-501 · Telephone	51.45	0.00	0.00	51.45
023-502 · Electric	100.45	156.69	122.71	379.85
023-504 · Water/Sewer	459.20	243.92	406.24	1,109.36
Total Department Operations	2,308.92	2,018.53	1,764.78	6,092.23
Professional Development				
023-450 · Dues	105.00	0.00	0.00	105.00
023-451 · Conferences	0.00	420.00	0.00	420.00
Total Professional Development	105.00	420.00	0.00	525.00
Total 023-000 · PARK & REC	18,520.49	20,687.74	8,968.78	48,177.01
Total E · Recreation	18,520.49	20,687.74	8,968.78	48,177.01
Total Expense	18,520.49	20,687.74	8,968.78	48,177.01
Net Ordinary Income	-12,049.99	-17,887.14	-1,093.28	-31,030.41
Net Income	-12,049.99	-17,887.14	-1,093.28	-31,030.41

2:10 PM

10/23/19

TOWN OF KENT
Park and Recreation Detail
 July through September 2019

Type	Date	Num	Name	Memo	Amount
E - Recreation					
023-000 - PARK & REC					
Compensation					
023-101 - Salary Director					
Pay...	07/03/2019	DirDep	Ferris (DirDep), Lesly		998.58
Pay...	07/11/2019	DirDep	Ferris (DirDep), Lesly		998.58
Pay...	07/18/2019	DirDep	Ferris (DirDep), Lesly		998.58
Pay...	07/25/2019	DirDep	Ferris (DirDep), Lesly		998.58
Pay...	08/01/2019	DirDep	Ferris (DirDep), Lesly		998.58
Pay...	08/08/2019	DirDep	Ferris (DirDep), Lesly		998.58
Pay...	08/15/2019	DirDep	Ferris (DirDep), Lesly		998.58
Pay...	08/22/2019	DirDep	Ferris (DirDep), Lesly		998.58
Pay...	08/29/2019	DirDep	Ferris (DirDep), Lesly		998.58
Pay...	09/05/2019	DirDep	Ferris (DirDep), Lesly		998.58
Pay...	09/12/2019	DirDep	Ferris (DirDep), Lesly		998.58
Pay...	09/19/2019	DirDep	Ferris (DirDep), Lesly		998.58
Pay...	09/26/2019	DirDep	Ferris (DirDep), Lesly		998.58
Total 023-101 - Salary Director					12,981.54
023-102 - Hourly Employees					
Pay...	07/03/2019	DirDep	Herde (DirDep)~, Gr...		620.00
Pay...	07/03/2019	DirDep	Kalach (DirDep), Ke...		768.00
Pay...	07/03/2019	DirDep	Lago (DirDep), Justin...		451.38
Pay...	07/03/2019	DirDep	Leach (DirDep), Meg...		450.00
Pay...	07/03/2019	DirDep	Soderstrom (DirDep),...		570.00
Gen...	07/03/2019	45100R		Town accrued payroll for hours worked the week of 6/24 - 6/28	-2,859.38
Pay...	07/11/2019	DirDep	Kalach (DirDep), Ke...		640.00
Pay...	07/11/2019	DirDep	Lago (DirDep), Justin...		431.25
Pay...	07/11/2019	DirDep	Leach (DirDep), Meg...		450.00
Pay...	07/11/2019	DirDep	Herde (DirDep)~, Gr...		620.00
Pay...	07/11/2019	DirDep	Soderstrom (DirDep),...		570.00
Pay...	07/18/2019	DirDep	Herde (DirDep)~, Gr...		620.00
Pay...	07/18/2019	DirDep	Kalach (DirDep), Ke...		640.00
Pay...	07/18/2019	DirDep	Lago (DirDep), Justin...		431.25
Pay...	07/18/2019	DirDep	Leach (DirDep), Meg...		450.00
Pay...	07/18/2019	DirDep	Soderstrom (DirDep),...		570.00
Pay...	07/25/2019	DirDep	Herde (DirDep)~, Gr...		620.00
Pay...	07/25/2019	DirDep	Kalach (DirDep), Ke...		584.00
Pay...	07/25/2019	DirDep	Lago (DirDep), Justin...		431.25
Pay...	07/25/2019	DirDep	Leach (DirDep), Meg...		450.00
Pay...	07/25/2019	DirDep	Soderstrom (DirDep),...		570.00
Pay...	08/01/2019	DirDep	Herde (DirDep)~, Gr...		620.00
Pay...	08/01/2019	DirDep	Kalach (DirDep), Ke...		640.00
Pay...	08/01/2019	DirDep	Lago (DirDep), Justin...		431.25
Pay...	08/01/2019	DirDep	Leach (DirDep), Meg...		450.00
Pay...	08/01/2019	DirDep	Soderstrom (DirDep),...		570.00
Pay...	08/08/2019	DirDep	Kalach (DirDep), Ke...		640.00
Pay...	08/08/2019	DirDep	Kalach (DirDep), Ke...		30.00
Pay...	08/08/2019	DirDep	Lago (DirDep), Justin...		448.50
Pay...	08/08/2019	DirDep	Leach (DirDep), Meg...		468.00
Pay...	08/08/2019	DirDep	Soderstrom (DirDep),...		570.00
Pay...	08/15/2019	DirDep	Herde (DirDep)~, Gr...		620.00
Pay...	08/15/2019	DirDep	Kalach (DirDep), Ke...		640.00
Pay...	08/15/2019	DirDep	Lago (DirDep), Justin...		385.25
Pay...	08/15/2019	DirDep	Leach (DirDep), Meg...		450.00
Pay...	08/15/2019	DirDep	Soderstrom (DirDep),...		570.00
Pay...	08/22/2019	DirDep	Herde (DirDep)~, Gr...		620.00
Pay...	08/22/2019	DirDep	Kalach (DirDep), Ke...		640.00
Pay...	08/22/2019	DirDep	Lago (DirDep), Justin...		431.25
Pay...	08/22/2019	DirDep	Leach (DirDep), Meg...		408.00
Pay...	08/22/2019	DirDep	Soderstrom (DirDep),...		570.00
Pay...	08/29/2019	DirDep	Herde (DirDep)~, Gr...		372.00
Pay...	08/29/2019	DirDep	Soderstrom (DirDep),...		342.00
Pay...	09/05/2019	DirDep	Leach (DirDep), Meg...		188.13
Pay...	09/12/2019	DirDep	Leach (DirDep), Meg...		87.50
Pay...	09/12/2019	DirDep	Vizzari (DirDep), Sus...		99.00
Pay...	09/19/2019	DirDep	Vizzari (DirDep), Sus...		256.50
Pay...	09/26/2019	DirDep	Hammond (DirDep), ...		140.63
Pay...	09/26/2019	DirDep	Vizzari (DirDep), Sus...		265.50
Total 023-102 - Hourly Employees					20,031.26
023-996 - Health					
Gen...	07/01/2019	45072		L Ferris H.S.A. Funding	2,000.00
Bill	07/01/2019	TM05590707 0009	Metlife Small Busine...	L Ferris - Life Insurance Premium - July 2019	5.45
Bill	07/01/2019	Kent "binder"	Anthem BCBS	L Ferris - Health Insurance - July 2019	1,149.32
Bill	07/05/2019	TM05728703 0012	Metlife Small Busine...	L Ferris - Dental Insurance Premium - July 2019	56.00
Liab...	07/31/2019	EOM Recordi	Aetna	L Ferris payroll withholding	-63.16

TOWN OF KENT
Park and Recreation Detail
July through September 2019

Type	Date	Num	Name	Memo	Amount
Liab...	07/31/2019	ADJ	Salisbury Bank	post payroll withholding for H.S.A. to net expense Ferris	-29.20
Bill	08/01/2019	TM05590707	Metlife Small Busine...	L. Ferris - Life Insurance Premium - August 2019	5.45
Bill	08/01/2019	TM05728703	Metlife Small Busine...	L. Ferris - Dental Insurance Premium - August 2019	56.00
Bill	08/20/2019	7922600086	Anthem BCBS	L Ferris - Health Insurance - August 2019	1,149.32
Liab...	08/31/2019	EOM Recordi	Aetna	L Ferris payroll withholding	-78.95
Bill	09/01/2019	TM055907070009	Metlife Small Busine...	L. Ferris - Life Insurance Premium - September 2019	5.45
Bill	09/01/2019	TM057287030012	Metlife Small Busine...	L. Ferris - Dental Insurance Premium - September 2019	56.00
Bill	09/08/2019	7922700137	Anthem BCBS	L Ferris - Health Insurance - September 2019	1,149.32
Liab...	09/30/2019	EOM Recordi	Aetna	L Ferris payroll withholding	-74.80
Total 023-996 - Health					5,386.20
023-997 - Pension					
Liab...	09/30/2019	EFT	VOYA (prviously ING)	Ferris	660.66
Total 023-997 - Pension					660.66
023-998 - Social Security					
Gen...	07/03/2019	45100R		Town accrued payroll tax for hours worked the week of 6/24 - 6/28	-218.74
Gen...	07/31/2019	45111		Ferris, L	298.15
Gen...	07/31/2019	45111		Herde, G	189.72
Gen...	07/31/2019	45111		Kalach, K	201.34
Gen...	07/31/2019	45111		Lago, J	133.50
Gen...	07/31/2019	45111		Leach, M	137.70
Gen...	07/31/2019	45111		Soderstrom, T	174.42
Gen...	08/31/2019	45129		Ferris, L	373.13
Gen...	08/31/2019	45129		Herde, G	170.74
Gen...	08/31/2019	45129		Kalach, K	198.14
Gen...	08/31/2019	45129		Lago, J	129.77
Gen...	08/31/2019	45129		Leach, M	135.87
Gen...	08/31/2019	45129		Soderstrom, T	200.59
Gen...	09/30/2019	45142		Ferris, L	298.44
Gen...	09/30/2019	45142		Hammond, H	10.76
Gen...	09/30/2019	45142		Leach, M	21.08
Gen...	09/30/2019	45142		Vizzari, S	47.51
Total 023-998 - Social Security					2,500.12
Total Compensation					41,559.78
Department Operations					
023-201 - Supplies					
Bill	08/07/2019	9287030	Quill Corporation	PR: supplies	5.28
Bill	09/08/2019	1005976	Quill Corporation	PR: office supplies	27.18
Total 023-201 - Supplies					32.46
023-202 - Postage					
Bill	08/14/2019	reimbursement	Ferris, Lesly~	PR: registered letter postage	6.30
Total 023-202 - Postage					6.30
023-419 - Park Maintenance					
Bill	07/17/2019	Multiple	Ace Hardware of Kent	P/R: homet and wasp spray, 4 bags of mulch, picture hanger, com...	48.71
Bill	08/01/2019	27	Davis IGA, Inc.	PR: Camp Kent & Concert supplies	17.00
Bill	08/08/2019	177489	Belson Outdoors LLC	PR: dog waste bags	49.50
Bill	08/15/2019	6045787810351748	Amazon	PR: Park Weeds	172.08
Bill	09/09/2019	1413	Hock, Gary~	PR: field staking and marking U-10 soccer fields	100.00
Bill	09/17/2019	3139	Perennial Plantscape...	PR: Emery Park maintenance	750.00
Bill	09/26/2019	120002	Ace Hardware of Kent	PR: various supplies	80.47
Total 023-419 - Park Maintenance					1,217.76
023-422 - Fee Programs					
Bill	07/01/2019	100183772	S & S Worldwide	PR: Camp Kent supplies	47.94
Bill	07/11/2019	Goodspeed Trip s...	Sharon Youth/Recre...	PR: Goodspeed Trip share	376.39
Bill	07/17/2019	Multiple	Ace Hardware of Kent	P/R: thumb tacks and hefty 45 gal bags	15.78
Bill	07/29/2019	Pumpkin Run	Kent Chamber of Co...	PR: Sponsorship of Pumpkin Run	500.00
Che...	07/31/2019	610644	Potts, George	PR: Summer concert series "The Joint Chiefs" August 1, 2019 perf...	250.00
Bill	07/31/2019	64025	Little Rascals	PR: costshare for All-Star invoice # 64025 ~ transportation cost to...	171.00
Bill	07/31/2019	64053	All Star Transportation	PR: 4 hr transport to Dollar Bill New Milford for Summer Campers	288.00
Bill	08/01/2019	reimbursement	Ferris, Lesly~	PR: reimbursement for bowling field trip Camp Kent	89.00
Bill	08/01/2019	27	Davis IGA, Inc.	PR: Camp Kent & Concert supplies	49.66
Bill	08/02/2019	100222342	S & S Worldwide	PR: supplies for Sports & Camp Kent	142.82
Bill	08/05/2019	Summer Baseball	Sharon Youth/Recre...	PR: 1/4 share of Babe Ruth team costs	100.00
Bill	08/07/2019	64073	Little Rascals	PR: costshare for All-Star invoice # 64073 ~ transportation cost to...	216.00
Che...	08/16/2019	610753	Club Getaway	PR: Camp Kent booking 7/29/19	184.00
Che...	08/16/2019	610754	Club Getaway	PR: PR: Camp Kent booking 7/15/19	241.50
Che...	08/16/2019	610755	Club Getaway	PR: PR: Camp Kent booking 8/5/19	172.50
Bill	08/17/2019	3019281	Medco Supply Comp...	PR: first aid supplies	141.70
Bill	08/24/2019	120002	Ace Hardware of Kent	PR:supplies	5.58

2:10 PM

10/23/19

TOWN OF KENT
Park and Recreation Detail
July through September 2019

Type	Date	Num	Name	Memo	Amount
Bill	08/27/2019	Kent Carnival	Kent Library Associat..	PR: share for carnival	25.00
Bill	09/01/2019	27	Davis IGA, Inc.	PR: CK, ASP, PKS supplies	138.18
Che...	09/16/2019	610800	Sanders, Harry	PR: fall travel soccer games referee, 2 @ \$35.00 / game	70.00
Che...	09/16/2019	610801	Matsudaira, Melody	PR: fall travel soccer games referee, 2 @ \$35.00 / game	70.00
Total 023-422 - Fee Programs					3,295.05
023-501 - Telephone					
Bill	07/20/2019	860927127306201...	Frontier Communicat...	PR: period of 7/20/19 - 8/19/19	51.45
Total 023-501 - Telephone					51.45
023-502 - Electric					
Bill	07/23/2019	Multiple	Eversource	51337386049 - 42 Segar Mountain Rd (Emery Park)	56.12
Bill	07/23/2019	Multiple	Eversource	5103 955 5073 - 38 Swifts Lane, Bldg Pavilion	44.33
Bill	08/15/2019	51337386049	Eversource	PR: period of 7/16/19 - 8/15/19	111.84
Bill	08/16/2019	51039555073	Eversource	PR: Pavilion period of 7/17 - 8/16/19	44.85
Bill	09/16/2019	51337386049	Eversource	Emery Park period of 8/15-9/16/19	78.30
Bill	09/17/2019	51039555073	Eversource	PR period of 8/16-9/17/19	44.41
Total 023-502 - Electric					379.85
023-504 - Water/Sewer					
Bill	07/01/2019	728959	A Royal Flush Inc.	PR: Regular and Handicap rental units	107.64
Bill	07/31/2019	733015	A Royal Flush Inc.	PR: Swifts Lane Kent Commons Park regular unit	2.66
Bill	07/31/2019	733011	A Royal Flush Inc.	PR: KCS regular unit	79.80
Bill	07/31/2019	1732248	A Royal Flush Inc.	PR: Kent Town Hall July 2019 rental	89.70
Bill	07/31/2019	732850	A Royal Flush Inc.	PR: regular and handicap units Emery Park	179.40
Bill	08/31/2019	739184	A Royal Flush Inc.	PR: Swifts Lane August	2.66
Bill	08/31/2019	739586	A Royal Flush Inc.	PR: Emery Park August	161.46
Bill	08/31/2019	739183	A Royal Flush Inc.	PR: KCS August	79.80
Bill	09/10/2019	741084	A Royal Flush Inc.	PR: regular units May, June, July, August Kent Common Park	316.54
Bill	09/30/2019	742271	A Royal Flush Inc.	PR: Segar Mtn regular unit rental	89.70
Total 023-504 - Water/Sewer					1,109.36
Total Department Operations					6,092.23
Professional Development					
023-450 - Dues					
Bill	07/05/2019	21962	CRPA	PR: annual membership dues (L Ferris)	105.00
Total 023-450 - Dues					105.00
023-451 - Conferences					
Bill	08/07/2019	Annual conference...	CRPA	PR: CRPA annual conference Nov 25-26, 2019	420.00
Total 023-451 - Conferences					420.00
Total Professional Development					525.00
Total 023-000 - PARK & REC					48,177.01
Total E - Recreation					48,177.01
TOTAL					48,177.01

Kent Park and Recreation

Lesly Ferris, Director
P.O. Box 678
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parkandrec@townofkentct.org
www.kentctparkandrecreation.com

To: Park and Recreation Commission

From: Lesly Ferris



Date: Oct. 30, 2019

Re: Commission seats

Please note the following commission seats will expire in January 2020:

Blythe Everett and John Grant's three-year seats; new term would expire January 19, 2023.

Jennifer Calhoun and Trisha McMahon's one-year alternate seats; new term would expire January 21, 2021.

Also, the commission needs to recommend to the Board of Selectmen the appointment at the Annual Town Meeting of:

Michael Perkins to fill an unexpired three-year term until January 20, 2022.

Thank you.