

Kent Park and Recreation Commission  
Minutes, Monthly Meeting  
April 16, 2018

RECEIVED FOR RECORD  
KENT TOWN CLERK  
2018 APR 17 P 3:17  
BY *D. Bradley*  
TOWN CLERK

Present: Dave Dunleavy, John Grant, Mike Green, Lynn Harrington, Trisha McMahon, Glen Nielsen, director Lesly Ferris.

Public and Invited Guests: None.

In the absence of the chairman, Dave Dunleavy called the meeting to order at 7:04 p.m.

Elevation of Alternate: Mrs. Harrington made a motion to elevate alternate John Grant. Mr. Nielsen seconded the motion, and the motion was approved unanimously.

Agenda: Mr. Grant made a motion to approve the agenda as submitted. Mr. Green seconded the motion, and the motion was approved unanimously. Mrs. Harrington asked to have director job description added to the May meeting agenda.

February Meeting Motions: Mr. Grant made a motion to approve the motions from the February 26, 2018 meeting (attached). Mrs. Harrington seconded the motion, and the motion was approved unanimously.

Elevation of Alternates: Mr. Grant made a motion to elevate alternate Trisha McMahon. Mr. Green seconded the motion, and the motion was approved unanimously.

Minutes: Mr. Grant made a motion to approve the minutes of the February 26, 2018 and March 19, 2018 meetings. Mr. Nielsen seconded the motion, and the motion was approved unanimously.

Correspondence: Mrs. Ferris shared a correspondence from parent Danielle Evans requesting before school care and care for early dismissal days at Kent Center School (attached). Mrs. Ferris noted the EXTRAS program referred to in the letter is a state-licensed, self-sustaining program that meets year round at Salisbury Central School. Mrs. Harrington noted this topic has been discussed previously and said she believes the Park and Recreation After-School director isn't interested in working the early dismissal days. She suggested a para professional who works at KCS might be interested. She added the school principal doesn't have a problem with Park and Recreation being at the school on the early dismissal days. Mrs. Ferris noted this email is the first correspondence and feedback from parents the commission has received. Mrs. Harrington said she has heard from many parents, adding when they come and talk to me, it's the same as if they come to a meeting. Mr. Dunleavy questioned if it is feasible for the ASP employees to work additional hours. Mrs. Ferris said she would speak with the program director when she returns from vacation next week. She added the counselor is a high school student wouldn't be available on the KCS early dismissal days. Mrs. Ferris said she would contact the paras to see if anyone would be interested. The director noted also that the FY2019 budget already has been submitted, and there wouldn't be funds in the budget to cover the additional costs. Mrs. Harrington said another option would be to push the school to cover these hours. The commission consensus is this discussion centers on the monthly half days for professional development and the four conference days. Ms. McMahon said she feels we should make it easy for parents and asked if the hours could be covered

by a volunteer, like a retired teacher or social worker. Mr. Grant said he feels there still is time for the commission to consider this.

Mrs. Ferris shared an email correspondence received today asking if Park and Recreation would sponsor a summer camp entitled "Summer with Shakespeare" July 14-21 for ages 8-18 at a venue to be determined (attached). Mr. Green endorsed the proposal, saying this would be another camp that offers real opportunities for youth. Mrs. Harrington made a motion that Kent Park and Recreation sponsor "Summer with Shakespeare" camp July 14-21 for youth ages 8-18 from 9 a.m. to 2 p.m. at a site to be determined at a cost of \$225/child. Ms. McMahon seconded the motion, and the motion was approved unanimously.

Mrs. Ferris read a resignation letter from commissioner Mike Green (attached) that he brought to the meeting. Mrs. Ferris read a resignation letter from commission chairman Jerry Decker (attached) received via email just prior to the meeting. Mrs. Harrington made a motion to accept Mike Green and Jerry Decker's resignations from the Kent Park and Recreation Commission and thanked both for their time. Mr. Grant seconded the motion, and the motion was approved unanimously. Mr. Green said it has been his pleasure to serve. Mr. Nielsen noted he would be resigning from the commission in August.

Public and Invited Guests: No one was present.

Director's Report: In addition to the written report submitted prior to the meeting (attached), Mrs. Ferris reported the following:

- Mrs. Ferris met at Emery Park with Abigail LaFontan who will be working with Camp Kent youngsters on a farming module. The town crew will assist with delivery of dirt for the raised beds for this project.
- The Kent Community Fund has approved \$2,000 in scholarship for summer camps for Kent youth.
- Mrs. Ferris is advertising for lifeguard vacancies through the website, Facebook, notice to the high school and spoke with the Salisbury rec director who assists with lifeguard certification course in June.

Old Business: After-School Program: Mrs. Ferris noted school ends June 22 at KCS. Attendance was better in the past week. The current school year program deficit is about \$475 through March. The Kent Community Fund allocated an additional \$300 in scholarship for the program to cover anticipated costs for the remainder of the year.

Parks: Emery Park/Kent Common projects: Mr. Grant and Mr. Dunleavy did a survey of the two parks and created a list of needed projects, both immediately and longer range (attached). Mr. Grant said the projects marked with "P" need to be done as soon as possible. He estimated the total cost at about \$700. Mrs. Ferris will order the window hardware for Emery Park building and purchase a new lock for the changing room door. The timer at Kent Common Park already has been repaired. Mrs. Ferris said she spoke with the highway foreman about the need for stone around the pipe at the bridge leading into Kent Common Park. The bench seating at Kent Common Park and on the picnic tables at Emery will be replaced. Mr. Dunleavy said it is important to work monthly on projects at the parks. Mr. Grant will

work with Mrs. Ferris to come up with definitive job duties outside of the pool area at Emery Park for the lifeguards. Mr. Dunleavy said these would be simple things. Mr. Dunleavy and Mr. Grant discussed the idea of opening up the area around the feeder pond at Emery Park and using this space as an ecosystem that would attract more users to the park. Mr. Grant and Ms. McMahon will work on a project to use drone footage of the parks to create a video. Mr. Grant added there are trees at Kent Common Park that would have to be removed. Mr. Dunleavy proposed a sign at the road for Emery Park. Mrs. Ferris will check on road frontage setbacks. The commission suggested asking the Kent Lions Club if the club would stain the pavilion at Emery Park. Mrs. Ferris will send a letter to the club. Mr. Grant cited concerns about dog droppings at Kent Common Park.

Kent Common Park playground: There was no new discussion.

Five-Year Capital Plan: Mrs. Ferris said no changes have been made to the Park and Recreation projects.

Sports Programs follow-up: Mrs. Ferris said she notified Kent Little League players about try-outs for the joint Tri-Town major Little League team which took place April 10 in Cornwall. Fourteen players attended although no one from Kent. Two players were cut and will join four other Cornwall players on the joint Kent-Cornwall Minor Little League team. The baseball programs will begin practices the week of April 23. Mr. Green and Mr. Decker assisted with purchase of new bats for programs.

Summer Concert Series 2018 dates/bands: Mrs. Ferris noted the Board of Selectmen has approved the proposed dates for the 2018 concert series: June 28, July 19, 26 and August 2. The Kent Community House has been confirmed as a rainy day site. Three bands are scheduled. Mr. Green said he proposes inviting the Kenn Morr band to participate. Mrs. Ferris will contact the band. Mr. Dunleavy said he still would like to have sponsor(s) for the series. He will approach the Kent Lions Club. Ms. McMahon said she could work on sponsor(s).

2017-18 Budget/2018-19 Budget: Mrs. Ferris provided copies of the monthly budget statement through February 2018. She noted the park maintenance line is spent. She anticipates some monies left in the hourly employee line. Mrs. Ferris reported the Board of Finance asked the Selectmen to cut \$50,000 from its FY2019 budget proposal and \$300,000 from the Five-Year Capital Plan. The budget hearing is May 4.

Tobacco-free parks' proposed policy/signs: Mrs. Ferris provided proposed language for Tobacco-Free Facilities for Emery and Kent Common Parks (attached). Mrs. Harrington said she would like a designed area in the parks for smoking. Mr. Dunleavy said the parks either are tobacco free or not. Ms. McMahon said she is not in favor of allowing smoking anywhere in the parks. Mr. Grant made a motion to recommend to the Board of Selectmen the adoption of the Tobacco-Free Facilities Policy as proposed. Ms. McMahon seconded the motion. The motion passed 5-1 with Mrs. Harrington voting no, saying she is opposed to not having a designated area for smoking in the two parks.

New Business: Emery Park Open House: dates, activities: Mrs. Ferris suggested June 29 with a rain date of June 30, 4:30-6 p.m. The open house could feature reduced seasonal park pass sales (by \$10), BBQ.

Mrs. Ferris said Elise Sadtler will have Henna tattoos available, and Mr. Grant said Bartlett Tree again will hand out saplings. The commission discussed the possibility of music. Mrs. Ferris will contact Heather Strid to ask if she and Tobias are available to play. The commission discussed a \$100 donation to Heather and Tobias for a performance.

Playing Field maintenance proposed expenditure: Mrs. Ferris had shared proposal for spring maintenance work on the playing fields, noting Mr. Adams had asked if Park and Recreation could contribute to the cost of the clay for the ballfields. The commission previously discussed a \$500 donation. Mrs. Ferris suggested revisiting this request in June when the status of the budget is clearer. The director said she will keep this on the agenda.

Emery Park Swimming area cleaning bid: Mrs. Ferris shared proposal from Harwinton Swim Pool Company for the cleaning of the Emery Park swimming area, noting it is the same cost as 2017. Mr. Grant said he would like to solicit other bids before making a decision. He asked for one week to have at least two other bids. The commission agreed to have a special meeting April 23, 2018 at 7 p.m. to consider the proposals. Mr. Grant also noted the cover on the tower drain at Emery Park needs to be fixed.

The next Kent Park and Recreation Commission meeting is Monday, May 21, 2018 at 7 p.m. Mr. Grant made a motion to adjourn the meeting at 8:42 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.*

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2018 APR 17 P 3:17  
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TOWN CLERK

**Motions from the February 26, 2018 Park and Recreation Commission meeting:**

**Mrs. Harrington made a motion to accept with regret Jessie Rundall's resignation from the Kent Park and Recreation Commission. Mr. Green seconded the motion, and the motion was approved unanimously.**

**Mrs. Harrington made a motion to approve June 28, July 19, July 26 and Aug. 2, 2018 for the summer concert series and to request permission from the Kent Board of Selectmen for use of the Town Hall lawn for the series. Mr. Green seconded the motion, and the motion was approved unanimously.**

**Mr. Grant made a motion to cancel the November 12, 2018 Park and Recreation Commission meeting and hold a special meeting November 26, 2018 in its place. Mr. Green seconded the motion, and the motion was approved unanimously.**

**Mr. Dunleavy made a motion to appoint John Grant to fill Jessie Rundall's unexpired commission seat until January 16, 2020 and until the January 17, 2019 Annual Town Meeting. Mrs. Harrington seconded the motion, and the motion was approved unanimously.**

**Mr. Dunleavy made a motion to appoint Elizabeth Houck and Trisha McMahon to fill unexpired alternate seats on the Kent Park and Recreation Commission until January 17, 2019. Mr. Green seconded the motion, and the motion was approved unanimously.**



Lesly Ferris &lt;parkandrec@townofkentct.org&gt;

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**After School Program**1 message

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**Danielle** <haileystar17@yahoo.com>

Fri, Mar 30, 2018 at 2:34 PM

To: parkandrec@townofkentct.org

My son currently attends the After School Program at Kent Center School. He has since we moved here from Lakeville one year ago. When we lived in Lakeville, he attended Salisbury Central School and was enrolled in their EXTRAS program at the school for before and after care. They also were open on scheduled half/days for when the teachers had in-service workshops. I would like to suggest before school care and care for the half days that Kent Center School has scheduled. I am a single mom with no family around and next year I am supposed to be at work before the doors open at Kent Center School. Also, with there being at least one scheduled half-day every month of the school year, I know I am not the only parent having a hard time finding care in the afternoons on these days. Please let me know what I can do to help implement a change that I feel would be beneficial to a lot of parents in this community.

Danielle Evans

Sent from my iPhone



Lesly Ferris <parkandrec@townofkentct.org>

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## Summer Camp

1 message

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Joanna Dumitrascu <jodumitrascu@gmail.com>

Sun, Apr 15, 2018 at 6:00 PM

To: Lesly Ferris <parkandrec@townofkentct.org>

Hi Lesly! Hope you are well! I would like to ask if Park and Rec would like to sponsor a summer camp entitled Summer With Shakespeare. Years ago my mother directed a whole series of these abbreviated Shakespeares through the library. They were a huge hit! We can get testimonials from previous parents, for example, the O'Rourke's. Toni Presti and I want to resurrect them with my mother's direction and give local kids a theatrical experience. Our plan is to have a camp the week of July 14 - July 21 (Saturday to Saturday) with a performance on the last Saturday in the afternoon. Hours would be 9-2 each day. We would like to charge \$200 per student which works out to be \$5 an hour. Not bad! The age range would be 8-18. The venue is still being worked out. Hoping to hear from you! Thanks, Joanna



April 16, 2018

Lesly Ferris  
Jerry Decker  
Bruce Adams

Dear Lesly, Jerry and Bruce,

After serving on the Park and Recreation Board for 7 years, I resign by position as Commissioner effective April 16, 2018. During my 7 years, it has been my pleasure to enjoy the dedication and professionalism of my fellow commissioners. It has been a great honor to work with Lesly. Unfortunately, the time I have to give to proper commission work does not exist and I think it only right to open my spot to someone of greater energy and commitment. I have many fond memories serving with Lesly Ferris and colleagues and wish her and everyone else dedicated to the mission of bringing recreational opportunities to the children of Kent best wishes.

Sincerely,

A handwritten signature in black ink, appearing to read 'MDG', with a long horizontal flourish extending to the right.

Michael D. Green





Lesly Ferris <parkandrec@townofkentct.org>

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## Decker letter

1 message

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**Jerry Decker** <jrdeck11@gmail.com>

Mon, Apr 16, 2018 at 6:46 PM

To: Lesly Ferris <parkandrec@townofkentct.org>

To park and Rec commissioners,

I have thought long and hard about how I can continue being a commissioner, and I have come to the conclusion that I cannot give the kids and park and Rec 100% of my effort. With having two kids and working multiple jobs there isn't much time left to do anything else. I know all of you will continue to give the kids of kent the best programs available and I look forward to coaching my Girls when they become of age to participate. Sorry for the short notice for tonight's meeting however right now I am battling lymes disease.

Best regards,  
Jerry Decker

Sent from my iPad

## **Park and Recreation Director's Report**

### **March 2018**

#### *From the February 2018 meeting:*

- The February meeting agenda apparently was not posted and, therefore, the commission should vote again on the motions approved at that meeting. These items are on the agenda.
- The Board of Selectmen has approved the summer concert series dates, and I have confirmed and reserved the Kent Community House as a rainy-day site.
- I emailed the commission information on bands and potential bands for the summer concert series.
- I sent a thank you letter to Jessie Rundall on behalf of the commission.
- I notified the commission alternate candidates of the commission's action regarding the alternate positions.
- John Grant and I met with a mason at Emery Park and are waiting for an estimate for the repair work on the fountain.
- I emailed last year's baseball players to remind them of the deadline to register for spring baseball programs (March 12).
- I sent the commission the proposed language for a policy on smoke-free parks.
- I sent a thank you letter to the Kent Conservation Commission for the donated tree at Emery Park and forwarded that commission the information on the solar USB charging station.
- I have contacted Tim at R.S. Site & Sports about a proposal for half a basketball court at Emery Park. I also contacted Dave Grusauski regarding the contractor for the court at Kent Center School and to ask him about the status of the hoop fund, held by the KCS PTO. He said he would get back to us with this information.
- The new November meeting date happened more than 30 days before the meeting, and, therefore, the meeting would be considered a regular monthly meeting.

#### *From the director:*

**After-School Program:** The snowstorms forced the cancellation of school three days this month: March 2 and March 7-8. Our program director already has vacation plans in June and, therefore, I will be available to help cover the program, if needed, at the end of the school year.

**Seniors:** The next senior outing is April 12, and I am working on a destination. I have sent out a flyer for this season's three shows at the Goodspeed Opera House.

**Budget:** The Board of Selectmen has approved the slight increase in Park and Recreation's hourly employee salaries. The board approved an across-the-board 3% increase in salaries for Town Hall employees and, at the same time, is looking to review the Town Hall positions, salaries and method of increasing salaries, starting in July. The board, however, is still working on the budget proposals and has not approved yet a spending plan to send to the Board of Finance.

**Parks:** A tree branch came down on a section of the pool fence at Emery Park. The road crew foreman mentioned he has pieces of fence pipe from the old fence at Kent Common Park that could be used to repair this broken section. John Grant and I looked at the multi-purpose building when we were at Emery Park and discussed options for additional vents in the building.

**Fee Programs:** Figure skating lessons ended February 24. Tai Chi, Qigong and Tang Soo Do are ongoing. Several new students registered for the recently started session of martial arts class. The Tang Soo Do instructor has offered additional classes to prepare students for grading for black belt and the routine testing.

**Regional Recreation Directors:** The March meeting was canceled due to weather, and we are working on a new date. The directors will be discussing spring baseball programs when we meet and the spring regional senior luncheon.

**Basketball:** The programs ended by March 5. The Northwest Rec 5/6 team won its first post-season game with Thomaston and lost the next game to Winsted. The team finished eighth in the regular season.

**Baseball:** The in-person registration is March 12. I have emailed last year's players to remind them of the registration deadline. Bruce Adams spoke with me about the cost for the spring field maintenance at the ballfields and expenses for clay for the two fields that Park and Recreation uses. Mr. Adams asked if Park and Recreation has any funds to contribute to the cost. I am emailing you the information he provided and have placed this item on the agenda.

**Looking ahead ...**

- Town Hall offices will be closed March 30, Good Friday.
- The annual Easter Egg Hunt is March 24. Inclement weather date is March 31.
- I will be taking four hours of PTO the morning of March 16.

## **Park and Recreation Director's Report**

### **April 2018**

*From the March 2018 meeting:*

- The March meeting did not take place due to lack of a quorum.

*From the director:*

**After-School Program:** The attendance continues to fluctuate and we have had several days where attendance totaled 10 or more. Weather-related cancellations or early dismissals continue to impact the program. Some of these days will be added to the end of the school year. Kent School is sending two students each afternoon to volunteer at the program. I have sent out the March invoices. I anticipate the scholarship money from the Kent Community Fund that this year is assisting two families with the cost of the program would be expended by the end of April and have asked the fund to allocate about \$300 to cover the remaining two months of school. A review of the program's finances through March shows that the program has a deficit of about \$475.

We received an email correspondence regarding before and after-school child care and child care for early dismissal days (sending via email). Please note that the EXTRAs program that is referenced in the email is a year-round, self-sustaining program in Salisbury.

**Seniors:** The next senior outing is April 12 to the Hillstead Museum in Farmington. The bus is full. There were three special events at the Senior Center in March: St. Patrick's Day luncheon with corned beef and cabbage; Egg Coloring and lunch with Kent Center School student council members; Easter luncheon.

**Budget:** The Board of Finance has the proposed Selectmen's budget for FY2019. The finance board has asked the Selectmen to cut both the Five-Year Capital Plan and the operating budget. The first selectman has let Town employees covered by the health insurance know about possibility of switching to a state plan. I attended a meeting that discussed the state plan. I will bring copies of the Park and Recreation monthly budget report to the meeting.

**Parks:** I have contacted Eversource to look at the electrical service at Kent Common Park because the power is off at the park. This has been repaired. Gleason Electric now will check the timer on the motion sensor lights as well as the lights to confirm they are working. I will email the commission the proposal for cleaning of the Emery Park swimming area. Please note the proposal is the same as 2017. I have provided John Grant with volunteer waiver forms and a first aid kit to have at the parks when he is working at the parks and when working with the student volunteers.

**Fee Programs:** The next session of Tang Soo Do classes is scheduled to begin April 30.

**Regional Recreation Directors:** The directors met April 5 – I was unable to attend – where they discussed baseball, regional softball, and the spring regional senior luncheon. We also are working on organizing a meeting of the region's recreation chairman and directors to discuss the future of youth sports in Region One.

I previously met with Cornwall director Jen Markow and gave her an overview of Park and Recreation's website with League Athletics. Jen brought a proposal to her commission to purchase the program, which happened. Jen indicated on their purchase that Cornwall was referred by Kent Park and Recreation for which we received a \$100 credit on our annual renewal fee. Thank you, Jen and Cornwall!

**Baseball:** No one attended the in-person baseball registration March 12. I attended a pre-season organizational meeting for the baseball league where we discussed Major, Minor and Farm league baseball teams and reviewed the league's rules for Little League and Farm League. There will be try-outs April 10 and 12 (indoors right now) for Little League players (ages 9-12) interested in the Major League team which would be a tri-town team composed of players from Cornwall, Kent and Sharon. I have emailed the try-out information to the Kent players and asked them to let me know if they plan to attend the try-out. To date I have not heard that any Kent players are going. I will attend the first try-out. There are at least four Cornwall players who are interested in playing on the Minor League team, and those players will join Kent's 9 players to form a team. One of Kent's sixth graders will be playing on the school team instead of on the Park and Recreation Minor League team. The programs are scheduled to begin the week of April 23, following the school vacation week.

**Easter Egg Hunt:** The event went well despite chilly weather, some snow still on the lawn at Town Hall and a march starting in the same area as the hunt. There were lots of youngsters ages 5 and under with about 15 older children.

**Summer seasonal employees:** Kiera Bisenius has let me know that she will not be returning to work as an Emery Park lifeguard. I have posted notice on the Park and Recreation website that Park and Recreation is accepting applications for lifeguard positions for this summer. I also sent a notice to the high school to post on its career board. We have received applications from two of last year's guards, and I believe we will have one more. This would leave two positions open. We will need to interview applicants by the end of April or beginning of May.

**Summer programs:** I have been posting flyers and registration forms on the website for this summer's local and regional camp programs as the information becomes available. I have a flyer that will be emailed through KCS that outlines these programs. Hopefully there are no additional snow days as another day would put the end of school at the first scheduled day of Camp Kent.

**Looking ahead ...**

- I will be taking PTO days April 30, May 7, 10, 14-15.
- The Town budget hearing is May 4 at 7 p.m.
- The Town budget vote is May 18 at 7 p.m.
- The commission's May 21 meeting will be held in the second floor small conference room.

**Park and Recreation****Actual vs. Budget**

July 2017 through February 2018

	<u>Jul '17 - Feb 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
132-800 · Park & Recreation	250.00	250.00	0.00
132-810 · Park & Rec Pass	3,325.00	3,500.00	-175.00
132-820 · Park & Rec Sports	1,323.00	4,000.00	-2,677.00
132-830 · Park & Rec Classes	739.30	500.00	239.30
132-840 · Park & Rec Enrichment	5,832.00	11,000.00	-5,168.00
132-850 · Park & Rec Enrichment Camp	11,461.50	13,000.00	-1,538.50
132-860 · Bus Trips & Programs	270.00	1,000.00	-730.00
<b>Total Income</b>	<u>23,200.80</u>	<u>33,250.00</u>	<u>-10,049.20</u>
<b>Gross Profit</b>	23,200.80	33,250.00	-10,049.20
<b>Expense</b>			
<b>E · Recreation</b>			
<b>023-000 · PARK &amp; REC</b>			
<b>Compensation</b>			
023-101 · Salary Director	32,065.40	49,041.00	-16,975.60
023-102 · Hourly Employees	30,926.11	43,736.00	-12,809.89
023-996 · Health	16,385.73	28,268.00	-11,882.27
023-997 · Pension	1,253.39	2,452.00	-1,198.61
023-998 · Social Security	4,665.06	7,098.00	-2,432.94
<b>Total Compensation</b>	<u>85,295.69</u>	<u>130,595.00</u>	<u>-45,299.31</u>
<b>Department Operations</b>			
023-201 · Supplies	310.97	400.00	-89.03
023-202 · Postage	294.00	343.00	-49.00
023-204 · Mileage	314.05	700.00	-385.95
023-419 · Park Maintenance	7,306.21	16,000.00	-8,693.79
023-422 · Fee Programs	8,180.27	13,000.00	-4,819.73
023-501 · Telephone	632.71	1,000.00	-367.29
023-502 · Electric	852.99	800.00	52.99
023-504 · Water/Sewer	1,024.28	1,250.00	-225.72
<b>Total Department Operations</b>	<u>18,915.48</u>	<u>33,493.00</u>	<u>-14,577.52</u>
<b>Professional Development</b>			
023-450 · Dues	99.00	100.00	-1.00
023-451 · Conferences	410.00	550.00	-140.00
023-452 · Training	0.00	100.00	-100.00
<b>Total Professional Development</b>	<u>509.00</u>	<u>750.00</u>	<u>-241.00</u>
<b>Total 023-000 · PARK &amp; REC</b>	<u>104,720.17</u>	<u>164,838.00</u>	<u>-60,117.83</u>
<b>Total E · Recreation</b>	<u>104,720.17</u>	<u>164,838.00</u>	<u>-60,117.83</u>
<b>Total Expense</b>	<u>104,720.17</u>	<u>164,838.00</u>	<u>-60,117.83</u>
<b>Net Ordinary Income</b>	<u>-81,519.37</u>	<u>-131,588.00</u>	<u>50,068.63</u>
<b>Net Income</b>	<u>-81,519.37</u>	<u>-131,588.00</u>	<u>50,068.63</u>

# Park and Recreation by month

July 2017 through February 2018

	Jul 17	Aug 17	Sep 17	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	TOTAL
<b>Ordinary Income/Expense</b>									
Income									
132-800 • Park & Recreation	0.00	0.00	0.00	250.00	0.00	0.00	0.00	0.00	250.00
132-810 • Park & Rec Pass	0.00	940.00	0.00	0.00	595.00	180.00	1,185.00	425.00	3,325.00
132-820 • Park & Rec Sports	0.00	0.00	848.00	10.00	0.00	280.00	165.00	20.00	1,323.00
132-830 • Park & Rec Classes	82.00	67.00	0.00	136.00	228.50	11.40	118.00	96.40	739.30
132-840 • Park & Rec Enrichment	0.00	0.00	158.00	678.00	1,548.00	1,377.00	1,330.00	741.00	5,832.00
132-850 • Park & Rec Enrichment Camp	3,568.00	3,855.50	3,595.00	205.00	0.00	240.00	0.00	0.00	11,461.50
132-860 • Bus Trips & Programs	0.00	270.00	0.00	0.00	0.00	0.00	0.00	0.00	270.00
<b>Total Income</b>	<b>3,648.00</b>	<b>5,132.50</b>	<b>4,601.00</b>	<b>1,279.00</b>	<b>2,371.50</b>	<b>2,088.40</b>	<b>2,798.00</b>	<b>1,282.40</b>	<b>23,200.80</b>
<b>Gross Profit</b>	<b>3,648.00</b>	<b>5,132.50</b>	<b>4,601.00</b>	<b>1,279.00</b>	<b>2,371.50</b>	<b>2,088.40</b>	<b>2,798.00</b>	<b>1,282.40</b>	<b>23,200.80</b>
<b>Expense</b>									
E • Recreation									
023-000 • PARK & REC									
Compensation									
023-101 • Salary Director	3,772.40	4,715.50	3,772.40	3,772.40	4,715.50	3,772.40	3,772.40	3,772.40	32,065.40
023-102 • Hourly Employees	9,876.89	13,588.20	1,057.92	1,155.60	1,510.64	1,516.80	790.18	1,429.88	30,926.11
023-898 • Health	2,375.73	2,315.47	4,875.32	-123.86	2,315.47	4,992.50	-241.04	-123.86	16,385.73
023-897 • Pension	0.00	0.00	629.43	0.00	0.00	623.96	0.00	0.00	1,253.39
023-998 • Social Security	1,025.73	1,378.66	351.09	358.55	454.70	386.18	330.61	379.54	4,665.06
<b>Total Compensation</b>	<b>17,050.75</b>	<b>21,997.83</b>	<b>10,686.16</b>	<b>5,162.69</b>	<b>8,996.31</b>	<b>11,291.84</b>	<b>4,652.15</b>	<b>5,457.96</b>	<b>85,295.69</b>
Department Operations									
023-201 • Supplies	0.00	38.98	111.99	148.80	0.00	0.00	11.20	0.00	310.97
023-202 • Postage	0.00	0.00	294.00	0.00	0.00	0.00	0.00	0.00	294.00
023-204 • Mileage	0.00	0.00	0.00	0.00	0.00	314.05	0.00	0.00	314.05
023-419 • Park Maintenance	2,150.00	0.00	2,385.89	54.32	517.00	615.00	0.00	1,584.00	7,306.21
023-422 • Fee Programs	2,146.50	2,107.86	1,404.04	498.63	884.71	215.34	477.10	446.09	8,180.27
023-501 • Telephone	88.45	81.97	4.65	84.60	284.41	28.50	29.99	30.14	632.71
023-502 • Electric	0.00	279.47	127.61	90.09	44.47	133.83	88.81	88.71	852.99
023-504 • Water/Sewer	0.00	385.70	93.10	300.76	244.72	0.00	0.00	0.00	1,024.28
<b>Total Department Operations</b>	<b>4,384.95</b>	<b>2,893.98</b>	<b>4,421.28</b>	<b>1,177.20</b>	<b>1,975.31</b>	<b>1,306.72</b>	<b>607.10</b>	<b>2,148.94</b>	<b>18,915.48</b>
Professional Development									
023-450 • Dues	99.00	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	410.00
<b>Total Professional Development</b>	<b>99.00</b>	<b>410.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>509.00</b>
<b>Total 023-000 • PARK &amp; REC</b>	<b>21,534.70</b>	<b>25,301.81</b>	<b>15,107.44</b>	<b>6,339.89</b>	<b>10,971.62</b>	<b>12,598.56</b>	<b>5,259.25</b>	<b>7,606.90</b>	<b>104,720.17</b>
<b>Total E • Recreation</b>	<b>21,534.70</b>	<b>25,301.81</b>	<b>15,107.44</b>	<b>6,339.89</b>	<b>10,971.62</b>	<b>12,598.56</b>	<b>5,259.25</b>	<b>7,606.90</b>	<b>104,720.17</b>
<b>Total Expense</b>	<b>21,534.70</b>	<b>25,301.81</b>	<b>15,107.44</b>	<b>6,339.89</b>	<b>10,971.62</b>	<b>12,598.56</b>	<b>5,259.25</b>	<b>7,606.90</b>	<b>104,720.17</b>
<b>Net Ordinary Income</b>	<b>-17,886.70</b>	<b>-20,169.31</b>	<b>-10,506.44</b>	<b>-5,060.89</b>	<b>-8,600.12</b>	<b>-10,510.16</b>	<b>-2,461.25</b>	<b>-6,324.50</b>	<b>-81,519.37</b>
<b>Net Income</b>	<b>-17,886.70</b>	<b>-20,169.31</b>	<b>-10,506.44</b>	<b>-5,060.89</b>	<b>-8,600.12</b>	<b>-10,510.16</b>	<b>-2,481.25</b>	<b>-6,324.50</b>	<b>-81,519.37</b>



and I will replace it myself.

Sent from my iPad

On Mar 27, 2018, at 06:48, John <[johnnieg1004@yahoo.com](mailto:johnnieg1004@yahoo.com)> wrote:

To all members of Kent Parks and Recreation;I asked Dave Dunleavy as a member with years of experience to help me in an assessment and prioritize issues in both parks after a long harsh winter.The following is a list from each park with a capital P to identify it as a priority and capital O as other than

South Commons Park P. Cutting and clearing of brush around the park P Roadway leading into park has been washed out near the storm drain which could cause a portion of the roadway to collapse. P Exposed drainage pipes near entrance to tennis courts have to be repaired and covered up so that no more damage can be done to this pipe P. Swing set ;the horizontal cross bar supporting the swings needs to have the bolts replaced at each swing support.

P. Timer switch and outlet have to be better secured maybe by combining both into one box.

P. Bench seating needs to be replaced a lot of broken 2x4.Need 10 2x4x 8 ft long pressure treated to replace broken ones.

O. Inspection of all trees and an inventory of problem ones O. Pavilion needs to be painted and wood siding to be replaced if necessary also maybe chicken wire over rafters to keep birds out. O. Not enough sufficient drainage around playground equipment causing invasive to

flourish. Emery Park. P. Clean up fallen limbs by the pool and by the shed. P. Replace cross member bar at pool fencing where the tree fell on it no cost as town has extra of our stuff at the town garage. O. Continue cutting brush around the whole park.

O. Move chips at bottom of driveway to bottom of hill and spread out.

O. Inventory problem trees

O. Install guard rails in parking lot

O. Fix water fountain

O. Fix flag pole

O. Lock missing on changing room door.

O. Remove excess playground equipment to an inside storage.

Suggestions highly recommended ;1 A monthly maintenance schedule and playground inspection check list.

2 Job description of lifeguards to include maintenance area outside of fence

3 Use the feeder pond for the pool and create a ecosystem that kids would enjoy

4 Both parks can generate extra revenue to sustain future expansion if they were marketed

properly like a drone video of the parks and areas where they can rent out.

Sent from my iPad

## **Kent Park and Recreation**

### **PROPOSED**

#### **Tobacco-Free Facilities**

No person shall use tobacco products on town-owned parkland, specifically Emery Park and Kent Common Park.

#### **Compliance Procedures**

The emphasis on enforcing the Tobacco-Free park policy is through voluntary compliance:

1. Signs will be posted at appropriate town-owned parks.
2. Town staff will make periodic observations of activity sites to monitor compliance.
3. The community, especially facility users, will be noticed of this policy through various communication channels.

Date of Adoption: