

Kent Park and Recreation Commission
Minutes, Monthly Meeting
Aug. 13, 2018

Present: Dave Dunleavy, Lynn Harrington, John Grant, Elizabeth Houck, Trisha McMahon, director Lesly Ferris.

Public and Invited Guests: Erika Finucane, Bronwyn Hamill, Christina Woodward, Susan Vizzari.

Chairman Lynn Harrington called the meeting to order at 7:02 p.m.

Elevation of Alternates: Mr. Grant made a motion to elevate alternates Sarah Adams and Trisha McMahon. Ms. Houck seconded the motion, and the motion was approved unanimously.

Acceptance of Agenda: Mr. Dunleavy made a motion to accept the agenda as presented. Ms. Houck seconded the motion, and the motion was approved unanimously.

Acceptance of Minutes of July 23, 2018 special meeting: Mr. Grant made a motion to accept the minutes of the July 23, 2018 special meeting. Mr. Dunleavy seconded the motion, and the motion was approved unanimously.

Correspondence: Mrs. Ferris shared that Kent Town Hall would be closed Tuesday, August 14, 2018 for the primary.

Public and Invited Guests: Kent Center School PTO members attended the meeting to discuss with the commission the joint Halloween event. The event will be Saturday, October 27, 2018, 5-8 p.m. at the Kent Community House. Mrs. Ferris will request use of the cemetery for a haunted Halloween costume walk. The PTO will try to identify a magician, DJ and possibly someone to do face painting. There was agreement on offering pizza and cider and small bottles of water; candy bar (fill a small snack bag), pumpkin decorating and possibly having a popcorn machine (additional cost), as well as splitting costs 50-50. The PTO offered to pre-fund purchases. The event will cost \$5/person or \$20 for family of four or more which includes one slice of pizza and a drink. Registration deadline would be October 22. Participants would receive tickets to redeem for the food. Mr. Grant said he has decorations from last year. PTO will coordinate volunteers. Scouts and student council members would be asked to help. Mrs. Ferris will put a save-the-date notice in the Selectman's September email newsletter. PTO will create a Facebook Event Page. The PTO will attend the Park and Recreation September meeting.

Director's Report: In addition to the written report provided prior to the meeting (attached), Mrs. Ferris reported Camp Kent ends August 18, and Emery Park will close August 19. Mrs. Ferris has written thank you notes to Abigail LaFontan, Club Getaway, DolrBill's, and Kent Memorial Library for their support of Camp Kent. The Board of Selectmen's Management Review is underway. Mrs. Ferris met with Alex Stamatiou regarding her strength training studio program and has not heard back from her. One suggested program would be a partnership to offer Town and KCS employees a discounted rate through Park and Recreation at the studio. Ms. Osborne suggested Alex offer a "boot camp" at Kent Common.

Old Business: After-School Program: Mrs. Ferris noted the program resumes August 27. There is one family that still has an open account from the 2017-18 program. The family has been notified they cannot participate in the program until the account is paid. She has emailed the program handbook and registration forms to last year's ASP families.

Parks: Emery Park projects: Mr. Grant noted the replacement grill has been installed at Emery Park. He has rebuilt the picnic tables and spread gravel under the three tables. Mr. Grant has spoken with Connie Manes of the Kent Conservation Commission and Kent Land Trust. She will be attending the commission's September

meeting to discuss ways to partner with Park and Recreation. Mr. Grant asked if a lifeguard or Town Crew member could weed whack the hill at Emery Park next summer. Mrs. Ferris and Mr. Grant met with Craig Minor regarding the reapplication for the Connecticut Recreational Trails Grant Program. Park and Recreation's previous application has been resubmitted with some additional language and increase of \$750 in costs. The commission reiterated its interest in installing a new sign at Emery Park that is more visible from the road.

Mrs. Ferris shared proposal from Mike VanValkenburg that Mr. Grant provided for additional fence posts for the Emery Park parking lot. The commission consensus is to install the five new sections across the edge of the parking lot to continue those installed on the opposite side of the walkway. Mr. Grant made a motion to allocate \$350 for five additional sections of fencing at \$70/each for the Emery Park parking lot from Mike VanValkenburg. Ms. McMahon seconded the motion, and the motion was approved unanimously.

Kent Common Park: dog signs/bags: Mr. Grant also replaced the wood on the benches at Kent Common Park and spread stone dust in areas where it had washed away. Mrs. Ferris received the "curb your dog" sign and bag dispenser. Mr. Grant recommended new drainage be installed when the new playground is put in. He noted Bartlett would be providing a winter program risk assessment proposal in September. Mr. Grant also suggested installation of an interior light on a sensor at the pavilion. The commission discussed installation of surveillance cameras to help deter vandalism.

Five-Year Capital Plan: Mrs. Harrington noted the selectmen did not have a regular meeting in August, while Mrs. Ferris noted the date of the September meeting likely will be changed. The director will let Mrs. Harrington know the date of that meeting once it is scheduled.

Sports Programs follow-up: Mrs. Ferris said Park and Recreation would field a coed U8 soccer team; U10 boys and U12 boys' teams this fall. The U10 and U12 girls' team will partner with Cornwall and/or Sharon to field teams. Practices begin August 28 and she will be meeting with parents that evening as well.

Summer Concert Series 2018 update and sponsorships follow-up: Mrs. Ferris reported the last concert of the series took place indoors. She said the response to the concerts was very good this season. Mark Lenz spoke with the director about his band playing in next year's series. Ms. Adams said her father-in-law's band would be interested. The commission reiterated that requests for sponsorships were done by individual commissioners.

2018-19 Budget: Mrs. Harrington asked to have a monthly list of expenditures from the treasurer.

Halloween Party: There was no further discussion.

Commission vacancies: Tim Good reportedly is interested in being a commission member. Mrs. Ferris will contact him. Mrs. Ferris spoke with a community member who expressed an interest although she hasn't received any written inquiries. There are vacancies to fill two unexpired seats on the commission.

Lifeguard salaries: Mrs. Ferris provided information from the other Region One towns regarding lifeguard salaries (attached). Mrs. Ferris will ask the Town of Washington for its lifeguard salaries. She said next month she would bring proposed salaries for the 2019 season. Mr. Grant asked that a sign be put out when the swimming area is closed.

Possible Executive Session: Park and Recreation director job description follow-up: Mrs. Harrington noted the section regarding duties at the Kent Senior Center has been removed as voted on by the commission. Mrs. Harrington signed the revised job description which now goes to the Board of Selectmen.

New Business: There was no new business.

The next Kent Park and Recreation Commission meeting is Monday, September 17, 2018 at 7 p.m. Mr. Grant made a motion to adjourn the meeting at 8:13 p.m.

Lesly Ferris
Director

Minutes are not considered final until approved. Refer to the minutes from ensuing meeting for any changes and/or corrections.

RECEIVED FOR RECORD
KENT TOWN CLERK
2018 AUG 16 P 3:24
BY *J. Brady*
TOWN CLERK

Park and Recreation Director's Report

August 2018

From the July 2018 meeting:

- I sent contracts to the After-School Program staff as approved by the commission. Megan Leach has returned her signed contract.
- I ordered a "clean up after your dog" sign that incorporates dog waste bags for Kent Common Park and also ordered extra bags.
- I ordered replacement post for the new grill at Emery Park.
- I typed up the ideas for the Halloween Party and emailed to the commission and Kent Center School PTO.
- The compost bins are in place at Emery Park, thank you John!
- I emailed the 2017 soccer players to remind them to register and received several more registrations.
- I reposted the commission vacancy on Facebook.
- I requested the check be sent to the Chamber for the Pumpkin Run sponsorship.

From the director:

After-School Program: Two families still have accounts receivables for the 2017-18 school year. I have put the 2018-19 program handbook and registration materials on the Park and Recreation website. Printed copies are available in the office and the Kent Center School office. I also will be emailing this information to last year's program participant families. The Kent Community Fund has allocated \$1,500 in scholarship for the program in the coming school year.

Budget: The new budget year is underway.

Parks: I received notice that the state grant program for trails to which Park and Recreation applied a couple of years ago will be looking again at the projects that were placed on a wait list, including Kent's. I checked with John Grant, and we will resubmit our proposal with a slight increase in the amount of funding and are working also on revised narrative to reflect recent projects completed at Emery Park.

Fee Programs: Tang Soo Do started a new session July 23. Qigong and Tai Chi classes are not meeting in August and September and will restart for the fall session. I met this week with Alexandria Stamatou, a personal trainer who has a studio focusing on strength for life in Kent. We discussed ways to collaborate. Alex will provide Park and Recreation with a proposal should she wish to move forward with a partnership.

Regional Recreation Directors: Our next meeting is August 7. I will discuss lifeguard salaries with the other recreation directors.

Summer programs: Camp Kent will end August 17. The field trip to the Maritime Museum in Norwalk was a lot of fun, and the campers got to see the white alligator, a rare specimen as well as see many fish and even touch some. Club Getaway Days have been positive experiences. The last field trip is to New Milford for bowling. Friday BBQs continue to be popular as are the daily themes. This week featured a two-day Camp Olympics, Team China and Team Britain. The Slamma-

Jamma Basketball camp took place at Kent Center School and 16 youngsters participated. Thank you to Coach Art Leary of Slamma-Jamma and Ray Pennucci who ran the camp. Park and Recreation received a \$100 donation from Slamma-Jamma.

Summer Concert Series: The last concert of the series was moved indoors while the other three did take place outside. The feedback has been very positive from both the bands and our audiences. Mark Lenz spoke with me and mentioned his band (Bluegrass music) would be ready to play next year. I have noted that in the file.

Looking ahead ...

- I will be taking PTO days August 20-24.
- The first day of school and the After-School Program is August 27.
- Fall travel soccer programs begin practice August 28, also the day of the parents' meeting.

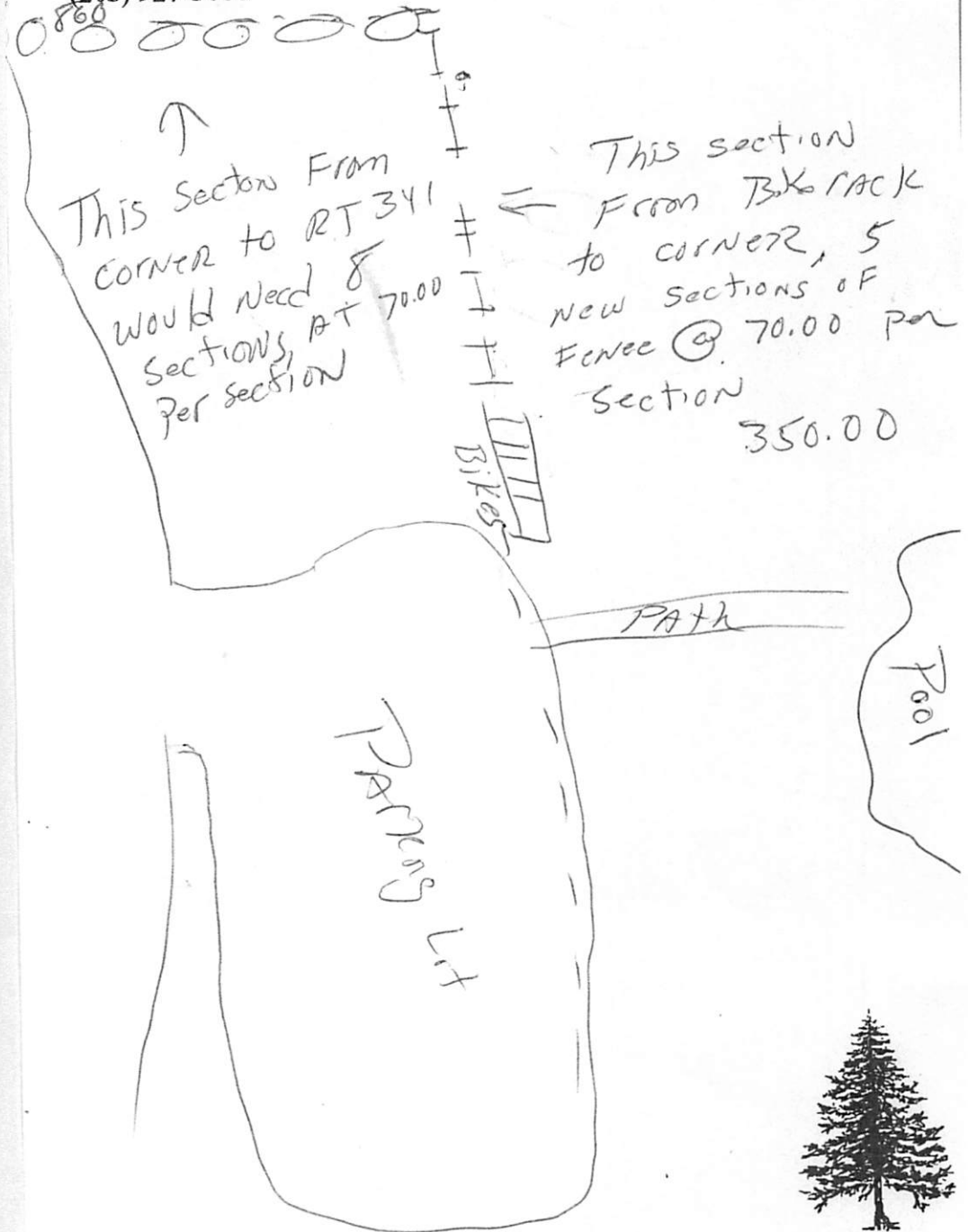
Michael A. VanValkenburg

140 Kent-Cornwall Road

Kent, CT 06757

(403) 927-3086

FOR Kent
PARK + Rec



Lifeguards

2018 Budgeted hourly rates

Head guard: \$13/hr x 40 hrs/week x 9 weeks = \$4,680

Swim instructor: \$11.75/hr x 36 hrs/week x 9 weeks = \$3,807

Lifeguards: \$11.50/hr x 2 guards x 36 hrs/week x 9 weeks = \$7,452

Lifeguards: \$11 x 1 guard x 36 hrs/week x 9 weeks = 3,564 \$19,503

Region One Town hourly rates

Town of Canaan

\$10.10 - \$15.00/hour range

Town of Salisbury

\$11-\$15/hour range with \$1 annual increase for returning; also receive complimentary water and ice cream at snack bar and Christmas pizza party

Town of Sharon

\$12-\$15/hour range

RECEIVED FOR RECORD
KENT TOWN CLERK

2018 AUG 16 P 3:24

BY

S. Grady
TOWN CLERK