

Kent Park and Recreation Commission
Minutes Monthly Meeting Sept. 17, 2018

Present: John Grant, Elizabeth Houck, Trisha McMahon, director Lesly Ferris.

Public & Invited Guests: Bronwyn Hamill, Connie Manes, Christina Woodward.

Mrs. Ferris noted Dave Dunleavy and Lynn Harrington are unable to attend the meeting, and Sarah Adams just notified the director that she no longer can attend. Therefore, there isn't a quorum to hold a meeting.

Commissioners present spoke with Kent Center School PTO members regarding the Halloween Bash. The PTO notes the cost to hire a magician is prohibitive. The PTO will provide music and some games. Consensus is face painting is not necessary since attendees would be in costume. There will be a popcorn machine for sales of bags of popcorn. Mrs. Ferris said there is a possibility of a haunted walk through the downstairs of the Community House. Park and Recreation will get prizes for the costume contest. The PTO is working on the flyer and identifying volunteers to help at the various stations. Mr. Grant will work on getting pumpkins, and Mrs. Ferris will order decorating supplies. There was no formal action taken on any discussion.

Connie Manes, representing the Kent Land Trust, spoke with commissioners regarding Emery Park and the possibility of having a Management Plan and/or Forestry Plan for the park which could be helpful in assisting with planning and securing grants for projects. She also provided a preliminary proposal for a revision of the Emery Park trail that would provide switchbacks to make the trail less steep. She also discussed the possibility of a summer intern program and ADA accessibility, each aimed at increasing awareness and use of the park. No formal action was taken on any discussion.

The non-meeting ended at 7:45 p.m.

The next Kent Park and Recreation Commission meeting is Monday, Oct. 15, 2018 at 7 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 SEP 18 A 10:04
BY *Michelle Bragg*
TOWN CLERK

Park and Recreation Director's Report

September 2018

From the August 2018 meeting:

- I contacted the Cemetery Association and they have denied use of the cemetery for the Halloween event.
- I filled out and submitted the reservation form for use of the Kent Community House for the Halloween event.
- I emailed Park and Recreation Commission members to ask if anyone is available to volunteer at the Halloween event and received no replies.
- I forwarded the Board of Selectmen a cover letter outlining the action the Park and Recreation Commission took on the Park and Recreation director's job description. The board continued its discussion at the Selectmen's September 4 meeting. I spoke with Lynn concerning the Selectmen's questions.
- I presented the Selectmen with an update on the Connecticut Trails Grant Program application and asked that they approve Park and Recreation's resubmission of the grant, as required by the Town's personnel policies. The Selectmen continued this until the October meeting. You should know that the first selectman was out of town and unable to attend the meeting.
- I emailed Tim Good about his possible interest in filling a commission unexpired seat.
- The commission received a letter of interest from Blythe Everett regarding the commission vacancy. I will email that with the meeting notice.
- I contacted Glen Nielsen to ask him for a written letter of resignation if he has moved and have not heard from him yet.

From the director:

After-School Program: One family has a small portion left of the 2017-18 balance to pay and otherwise all accounts are paid. The 2018-19 program began August 27 with two youngsters in attendance. The second day there were seven, and then the program hasn't meet due to early dismissal because of high heat and humidity. The second week of school the program met two of the four days, again due to weather. We have received many registration forms for both regular participation and drop-in attendance. I met with director Susan Vizzari the first day prior to the start of the program to review policies and procedures. We are working with the counselors on the work schedule. I also emailed Kent Center School families of kindergarten through sixth grades with the After-School Program handbook and registration form along with a reminder that youngsters must be registered in order to attend, including students who have attended in the past.

Lynn Harrington was asking if a resident who is not a student at KCS can attend the After-School Program. The ASP handbook states the program is open to KCS students. I believe this issue may have come up in the past and will look through meeting minutes to see if it was discussed. I have put this on the agenda.

Budget: Lynn Harrington and I this week discussed the Kent Common Park playground funding in the Five-Year Capital Plan in preparation for her discussion with the Selectmen. She was unable to attend the September Board of Selectmen's meeting and the first selectman was out of town that day so much of the board's agenda was continued to October.

Parks: John Grant installed the dog waste bag holder at Kent Common Park. I put chain and lock on the gates at Emery Park after people were swimming at the park after it had closed for the season. I attended the Inland/Wetlands Commission meeting where our application was accepted and continued until September (all applications have to wait for 30 days). The Emery Park pool is draining so we can secure bids to get the work done on the pool floor.

Fee Programs: Tang Soo Do continues to meet Monday evenings. Tai Chi instructor Chris Kiely held a free demonstration class August 28 and will host another one at the end of September. Nearly 30 people attend the August class, which is terrific considering it was very hot that evening. Chris said about half of the participants registered for new class which will begin in October.

Camp Kent: The program ended August 17. The staff agrees it was a great summer and we met and discussed ideas for next year. The staff would like to meet in the winter months to discuss daily themes and related arts and crafts projects. The youngsters participated in our last day talent show which was a lot of fun. Counselor Casey Sartori created her traditional drawing of the Emery Park summer staff – always a hit – and I took the camp photo, copies of which I shared with the campers. We even roasted some of the garden vegetables on our last day BBQ. I received a couple of thank you notes from families who received scholarship assistance from the Kent Community Fund and shared these with KCF (after removing the personal identifying information).

Regional Recreation Directors: We met September 4 to finalize teams and game schedule for the fall soccer programs. The start of games was moved to September 15 due to the heat, which has caused the cancellation of soccer practices. I learned there has been discussion about creating two regional middle school teams (based geographically) that would play other middle school teams outside of the school district.

Management Review: The Board of Selectmen's Management Review is on schedule and a final report is expected in early October. The selectmen have agreed to hold a special meeting to discuss the report. Each of the Town employees was interviewed as part of this process. The review focus is primarily on job duties and salaries.

CRPA Annual Conference: I plan to attend the annual CRPA Conference November 19-20. I have placed this on the agenda for the commission to approve.

Looking ahead ...

- I will be working September 10 – it had been approved as a PTO day.
- I will be taking PTO days October 1-2, as approved.
- Halloween Party is October 27.
- Halloween Safety Program is October 31.