Kent Park and Recreation

Special Meeting Minutes

Friday April, 2021, 7pm

Present: John Grant, Lynn Harrington, Diane Impastato, Kate Symonds, Blythe Everett, resigned director Lesly Ferris.

Public and Invited Guests: Jean Speck, Ed Matson (Zoomed in at 7:30pm)

Chairman Lynn Harrington called the meeting to order via Zoom at 7:08 p.m.

Elevation of Alternates: Ms. Harrington made a motion to elevate alternates. John Grant seconded the motion, and the motion was approved unanimously.

Update on After-School Program staffing; possible action: Lynn Harrington said she received four emails from candidates interested in working in the after school program. One candidate would be available to start after May 3. A second candidate had sent a resume to Lynn which had been forwarded to the committee. That candidate could not do Thursdays. Two of the four people Ms. Harrington had not had a chance to get back to yet. Ms. Ferris said that in her opinion, we need an after school person who can work Monday-Friday. The committee discussed how to proceed with screening the candidates. It was decided that the proper procedure would be followed involving applicants directed (by Ms. Harrington) to fill out an official application from the town website and also a consent for a background check. Ms. Ferris pointed out that it would be important to hire a person who could properly handle high energy children and enforce social distancing and mask wearing. It was pointed out that Ms. Everett knew the candidate who had sent her resume personally and highly recommended her. The committee decided (for the sake of efficiency and lack of time) that the chair alone, Ms. Harrington, would interview the applicant who had sent a resume. Ms. Harrington made a motion to interview the candidate, John Grant seconded that motion, and the motion was approved unanimously.

Interim Park and Rec Director Spring/Summer Coordinator position: Jean Speck said the job description for the Director position would be reviewed by the Town Board over the next few weeks. Ms. Ferris pointed out that a salary decision would need to be made. Ms. Speck said that anyone a committee member might recommend should be directed to fill out an application on the town website as all candidates should be given equal consideration.

Discussion of Park and Rec Director Search Committee appointments: Mr. Speck asked for names of committee members who would serve on Interim Director Search subcommittee. Three members volunteered: John Grant, Kate Symonds, and Lynn Harrington.

Discussion of member at large to serve on Park and Rec Director Search Committee: Ms. Speck said the town board would come up with a name recommendation for a member at large to serve on the Park and Rec Director search committee. She also said that anyone was free to submit names to the board for consideration.

Discussion of Commission Tasks: Ms. Ferris said that she had gone over everything with Joyce. Ms. Everett asked if immediate tasks such as fruit purchasing for after school program would be covered and Ms. Ferris again said it had taken care of by Joyce. Ms. Speck said that she would have Joyce reach out to Ms. Harrington to discuss any duties needing immediate coverage. Ms. Symonds and Ms. Impastato said they would be willing to help with as much of these tasks as they could.

Mrs. Harrington made a motion to adjourn the meeting at 7:52 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.*