

Kent Park and Recreation
September 21, 2020 Monthly Meeting Minutes

Present: Blythe Everett, John Grant, Lynn Harrington, Diane Impastato, Trisha McMahon, Michael Perkins, Kate Symonds, director Lesly Ferris.

Public and Invited Guests: Darlene Brady.

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

Elevation of Alternates: Mr. Perkins made a motion to elevate alternate Diane Impastato. Ms. Symonds seconded the motion, and the motion was approved unanimously.

Acceptance of Agenda: Mrs. Everett made a motion to accept the agenda as submitted. Mr. Perkins seconded the motion. Ms. Ferris asked if the commission is willing to move up on the agenda item 9a, Streetscape Committee request, when Rick Osborne joins the meeting. The commission consensus is yes. The motion was approved unanimously.

Acceptance of Minutes: Mr. Perkins made a motion to approve the minutes of the August 17, 2020 monthly meeting and the August 27, 2020 special meeting. Mrs. Everett seconded the motion, and the motion was approved unanimously.

Correspondence: Ms. Ferris said the two correspondences, which she emailed the commission, relate to Halloween. The commission agreed to discuss these later on the agenda.

Public and Invited Guests: There was no discussion.

Director Report: Ms. Ferris provided a written report prior to the meeting (attached).

Old Business: After-School Program: Ms. Ferris said the program is going well with an average of 7 youngsters/day. The leadership team is working cooperatively. The participants have individual bags of arts and crafts supplies and Legos. There are some games they can play that can be sanitized between uses. Snack is individually wrapped. They have been spending time outdoors, which has included nature walks and a scavenger hunt. The Eventbrite registration system is working well. The Kent Community Fund has donated \$2,000 in scholarship assistance for the school year. Ms. Ferris said she has processed one scholarship request.

Parks: Mr. Grant requested funding to repaint the park benches. Ms. Ferris is working on replacement of the broken window at the Emery Park multi-purpose building. She noted Mr. Grant has been working to spray the weeds and burrs at Kent Common Park with vinegar. Mrs. Ferris said some repairs are needed to the path at Kent Common and welcomes suggestions of possible handypersons.

Parks Master Plan: Mrs. Harrington said the commission has provided the selectmen with a mission statement as requested during budget season when the Parks' Master Plan was discussed. The next step is to identify funding sources. Ms. Ferris noted there are monies remaining in the

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BY *J. Bradley*
TOWN CLERK

Ward Estate account that could be used. Ms. Ferris plans to attend a CRPA workshop on “Friends of Groups” in October. The commission previously had discussed a “Friends’ Group” to help raise funding for parks’ projects.

Concert Series: The Land Trust and Lions Club are organizing the concerts.

Five-Year Capital Plan: There was no discussion.

Sports Programs: Ms. Ferris reiterated that the school is not offering any after-school activities and at least four of the other six Region One towns are not offering youth sports programs. The commission took no action.

2020-21 Budget: Ms. Ferris said she received a budget report today which she will provide to the commission.

Halloween Bash 2020: The commission received a letter from Connie Manes of the Kent Land Trust and from Kent resident Darlene Brady regarding Halloween activities (attached). Mrs. Harrington noted Park and Recreation’s normal activities will not be happening. The commission discussed other outdoor options, both in town, at Kent Common Park walking path, using the Land Trust field. Suggestions included a haunted walk, stations that involve residents and businesses, candy versus handing out other items, adhering to safety protocols. Mrs. Harrington suggested creating a subcommittee to plan an event. Mr. Perkins made a motion that Park and Recreation create a Halloween Bash 2020 subcommittee for the purpose of planning an event and to include Mrs. Harrington, Ms. Impastato, Mr. Perkins, Ms. Symonds, and Darlene Brady and Connie Manes. Mrs. Everett seconded the motion, and the motion was approved unanimously. Mrs. Ferris will contact the subcommittee to get a meeting set up as soon as possible.

Mrs. Harrington noted Rick Osborne has joined the meeting and moved the Streetscape Committee request up on the agenda.

Streetscape Committee request: Ms. Ferris shared a memo from Rick Osborne regarding a request from the Town to use a section of Kent Common Park for temporary storage of materials for the Streetscape project (attached). Mr. Osborne said this would involve use of the back, left corner of the parking area. The Town needs permission from Park and Recreation because the storage requires a Wetlands permit because the property is deeded to Park and Recreation. Mrs. Everett made a motion to allow the Town Streetscape Committee to store materials for the project temporarily at Kent Common Park as outlined in the memo of Sept. 9, 2020. Ms. McMahon seconded the motion, and the motion was approved unanimously.

Playing Field Subcommittee Report: Ms. Ferris noted she and subcommittee member Bruce Adams met with Chris Dunn of Premier Turf at the playing fields. Mr. Dunn will honor his offer to do the field clean-up at no cost, and Park and Recreation would fund the subsequent upkeep. Mr. Dunn would like to install the clay this fall while he is doing the clean-up. Ms. Ferris

reminded the commission it put funding into the playing field maintenance line for this work. Ms. McMahon made a motion to install the clay on the playing fields' infields now. Mr. Perkins seconded the motion, and the motion was approved unanimously.

Rob Zombie Event proposal follow-up: Mrs. Harrington said this could be included in the Halloween discussion. Mrs. Everett said the commission had discussed doing a movie event that includes Mr. Zombie, adding she feels the commission would want him for a super cool event.

The next Park and Recreation Commission meeting is Oct. 19, 2020 at 7 p.m. Ms. Ferris noted there could be a special meeting, if needed, for further discussion of Halloween.

Mrs. Harrington made a motion to adjourn the meeting at 7:49 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.

Sept. 21, 2020

Good Morning,

As a fan of Halloween, wanted to check in to see what the Commission is putting together for the community.

I feel that there is way to organize a safe but fun activity. Possibly a trail walk starting at the firehouse and going through Town with different stations set up.

Volunteers could be based through out the walk to manage the flow; enforcing the distancing and grouping concerns.

Please let me know if anything has been initiated.

Thank you

Darlene Brady

Sept. 19, 2020

Hi Lesly, Lynn and Jean –

We are so pleased with how the outdoor concerts are turning out. October is right around the corner - would you like to collaborate on a Halloween event? Many in town are wondering about what will happen to Kent's Halloween traditions this year. We're thinking that our field would be a good place to set up trick or treat stations, host a costume contest, and perhaps have some other seasonal activities that work within safety protocols. Maybe the Fire Department and Lions would join in on organizing and helping the event be fun for Kent's children.

Would you be open to our assistance in planning and hosting?

Best,

Connie

Connie A. Manes, Esq.

Executive Director

Kent Land Trust

Park and Recreation Director's Report
September 2020

From the August 2020 monthly meeting:

- I posted the After-School Program job notice on the Park and Recreation and Town of Kent websites.
- I posted the Parks' Master Plan update, as approved by the commission, to the Town and Park and Recreation websites.
- I contacted Playing Field Subcommittee member Bruce Adams and set up a meeting with Chris Dunn of Premier Turf.
- I contacted the two new commission members and notified in writing the Town Clerk about the appointments.
- I requested the check for Park and Recreation's sponsorship of the Kent Pumpkin Run, as approved by the commission.

From the August 27, 2020 special meeting:

- Mike Perkins set the Eventbrite registration for the After-School Program to close at 7 a.m. each day the program meets. I emailed the program handbook and registration forms through Kent Center School and posted to the website and the registrations began September 1.
- I notified the After-School Program staff about their hires and mailed them the associated paperwork and setup a pre-opening staff meeting.

From the director:

After-School Program: The After-School Program began September 9, which was the second day of school and the first full day of school. The first couple of days have been a learning process for program staff and students, especially for those students who attended the program last year. The staff have created individual arts and crafts bags for each youngster as well as individual bags of Legos. Each afternoon includes homework and snack times, outdoor activities (nature walks are a new adventure), some games (ones the staff can wipe down between uses). Our students range in age from kindergarteners to sixth graders. The leadership team is working well together. We are required to use pre-packaged snack foods. I have purchased some additional arts and crafts supplies that don't require shared materials. The Kent Community Fund has awarded \$2000 in scholarship assistance for the school year. I have processed one request, which has been approved.

Budget/Five-Year Capital Plan: I do not have anything new to report on either of these topics.

Parks: Thank you to John Grant for spraying the weeds and burrs (and digging them out) at Kent Common Park. I am working on getting the broken window pane fixed on the building at Emery Park, as well as the interior windows re-puttied. I will be asking the highway foreman to close the drain to refill the Emery Park swimming area for the winter, probably in early October.

Playing Field Subcommittee: Subcommittee member Bruce Adams and I met with Chris Dunn of Premier Turf at the playing fields. Chris still is willing to clean-up the infields at no cost and Park and Rec would pay fee for upkeep for the fall. Chris asked if Park and Rec would like to add the clay

to the fields this fall while he is doing this work. This is in the playing field budget line. Mr. Adams voiced support for doing this. I told Chris that the commission would need to act on this request.

Fee Programs: I want to share with the commission that our Tai Chi/Qigong instructor Chris Kiely has moved out of Kent, restructured his classes and presently is not offering programs through Kent Park and Recreation. Tang Soo Do classes continue to meet as a joint program with Warren and Washington at Warren Woods. Kent participation is one student, and I understand there are a variety of reasons the other families are not participating. There are three more weeks of outdoor sessions. I continue to stay in contact with Kent and South Kent Schools regarding the possibility of rental ice time for the Learn-to-Skate program.

Regional Recreation Directors: We continue to meet via Zoom. We have discussed the winter travel basketball program and recognize the school gyms are not available for our use so basketball programs likely won't be offered.

Sports Programs: The request to offer a grades 7&8 girls' soccer program was withdrawn by the coach due for personal reasons. The other regional towns, as I reported previously, are not doing travel soccer programs and at least four of the other towns aren't offering any soccer programs. I have not moved forward with any plans to offer a program.

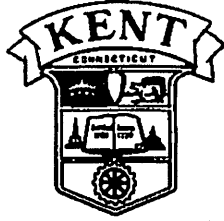
Halloween Bash/Event: I have shared with you emails from Kent resident Darlene Brady and Connie Manes on behalf of the Kent Land Trust about collaborating on a Halloween event for the community. This is on the agenda.

Looking ahead ...

- I have registered to attend the Connecticut Recreation and Parks Association fall quarterly afternoon session (free registration), the topic is "Making the Most of Friends' Groups," which the commission touched on in an earlier meeting.

2020-2021 After-School Program

Week of	Mon	Tues	Wed	Thurs	Fri	wk/mth total	2019-20	IGA bill	cost pp
9/7-9/11	H	ED	6	7	6	19			
9/14-9/18	7	7	7	8	6	35			
9/21-9/25			ED			0			
9/28-10/2									
Total	7	7	13	15	12	54	215		
10/5-10/9						0			
10/12-10/16	H					0			
10/19-10/23						0			
10/26-10/30			ED	ED		0			
Total	0	0	0	0	0	0	184		
11/2-11/6						0			
11/9-11/13			ED			0			
11/16-11/20						0			
11/23-11/27			NS	NS	NS	0			
Total	0	0	0	0	0	0	205		
11/30-12/4						0			
12/7-12/11			ED			0			
12/14-12/18						0			
12/21-12/25			NS	NS	NS	0			
12/28-1/1	NS	NS	NS	NS	NS	0			
Total	0	0	0	0	0	0	154		
1/4-1/8	NS					0			
1/11-1/15						0			
1/18-1/22	H		ED			0			
1/25-1/29						0			
Total	0	0	0	0	0	0	170		
2/1-2/5						0			
2/8-2/12						0			
2/15-2/19	NS	NS	ED			0			
2/22-2/26						0			
Total	0	0	0	0	0	0	173		
3/1-3/5						0			
3/8-3/12			ED			0			
3/15-3/19						0			
3/21-3/26			ED	ED		0			
Total	0	0	0	0	0	0	102		
3/29-4/2					H	0			
4/5-4/9						0			
4/12-4/16	NS	NS	NS	NS	NS	0			
4/19-4/23						0			
4/26-4/30						0			
Total	0	0	0	0	0	0	0		
5/3-5/7				NS		0			
5/10-5/14			ED			0			
5/17-5/21						0			
5/24-5/28						0			
Total	0	0	0	0	0	0	0		
5/31-6/4	H					0			
6/7-6/11						0			
Total		0	0	0		0	0	\$ -	



TOWN OF KENT

DATE: September 9, 2020
TO: Park and Recreation Commissioners
FROM: Rick Osborne
RE: Request for use of parking area

The Town would like to ask your permission to use a portion of the gravel parking area near the tennis courts for a temporary storage area. The material to be stored will be processed gravel and sections of granite curbing for the replacement of Main St. sidewalks. The area would be on the left as you approach the parking lot and would still leave enough room for parking towards the courts. The amount of material will be determined by the cost when RFPs come back. The material will be stacked so we will use an area as small as possible.

This request is due to a delay in the Streetscape project start and that we have a grant that will expire if we do not make purchases this fall. We expect the project to start early spring 2021 and this material would be used first to clear the area. If the contractor would like to use the area after that they would have to get their own agreement with you.

I have already applied for an Inland Wetlands permit and the approval will be based on your permission. If you could make the decision at the September 21st meeting, I will go the Wetlands meeting on September 28th for approval.

Thank you.

Rick