

RECEIVED

By Darlene Brady at 8:21 am, Jan 05, 2024



Kent Park & Recreation
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KENT PARK AND RECREATION COMMISSION

Special Meeting via zoom

WEDNESDAY, NOVEMBER 8, 2023

Meeting Minutes

Present: Commission members - Michael Perkins, Kate Symonds, Abigail Smith Hanby, Naomi Joseph, John Grant and Blythe Everett.

Call to Order

Chairman Mike Perkins called the meeting to order at 7:03 pm. Elevation of alternates: not needed

Mr. Grant made a motion to approve the agenda, which was seconded by Ms. Joseph, and unanimously approved.

Approval of minutes from previous meetings

September 27, 2023

October 16, 2023, Ms. Symonds asked for an amendment to these minutes to include her attendance at the meeting. Chairman Perkins said that he'd like to make the change and hold off approving those minutes.

Mr. Grant made a motion to approve the Sept. 27, 2023 minutes and it was seconded by Ms. Everett and unanimously approved.

Finance Report: none available.

Correspondence:

a. Accept resignation of Director of Parks & Recreation - Chairman Perkins said it was bittersweet. Jared Kuczenski said that he was departing for another job and he thanked everyone on the commission, saying that he felt they had all done five years worth of work in two years. He said it would probably be his last meeting. He will miss everyone greatly. Two great years and he's really proud of them. Commissioners extended their thanks and said he had exceeded expectations. Ms. Smith Hanby asked to have an exit interview and Mr. Kuczenski agreed to do so. Mr. Perkins made a motion to accept the resignation of our current director, Jared Kuczenski, seconded by Ms. Smith Hanby and unanimously approved.

Public Comment

Email from Ellen Gutierrez Ryan asking about the ski club at Mohawk and seeking registration information. Mr. Kuczenski responded to her.

Ms. Joseph introduced herself and said she is also on the Kent Board of Education and she's very happy to serve on Park and Rec Commission.

Programs & Events

a. Adult Winter Yoga - Yoga was very successful and he'd like to set the program up to run again in January. Ms. Everett made a motion to run Adult Winter Yoga for six weeks beginning in January at a cost of \$90 per person, seconded by Ms. Smith Hanby and approved unanimously.

b. Adult Basketball - Ben Brady has volunteered to run it this year. Free adult program at Kent Center School. Ben takes care of the waivers. Ms. Joseph made a motion to offer Adult Basketball at Kent Center School, run by volunteer Ben Brady, seconded by Ms. Everett, and approved unanimously.

c. Adult Winter Aqua Aerobics - The aqua aerobics is underway with 17 participants-and there is a desire to have it again in January. Mr. Grant made a motion to renew the Aqua Aerobics in January/February for six weeks (with specific dates to be announced later) at \$35 per adult, seconded by Ms. Symonds, and approved unanimously.

d. Youth Winter Learn to Swim - There were 34 participants and it was completely filled. It would again be a Saturday morning program open to children 4 and older. The cost would be \$120 per participant for the six-week program. Ms. Smith Hanby asked how many people would be needed to run the program. Maureen Van Moffaert and a lifeguard and one person on the floor managing the traffic. More in depth than the senior program. She asked if the two individuals assisting would continue and was assured there were people available. Ms. Joseph made a motion to continue the Winter Learn to Swim program in January/February for six weeks on Saturdays (with specific dates to be announced later) at \$120 per participant, seconded by Ms. Symonds, and approved unanimously.

e. Spring Baseball - Mr. Grant made a motion to run spring Baseball for ages three years old to sixth grade at a cost of \$40 per baseball player, seconded by Ms. Everett, and approved unanimously.

Parks & Facilities

a. Purchase Benches for New Playground - There are two more benches with backs available to be installed at a cost of \$999 each. There was discussion of the bylaws that limits expenses to \$1000 without sending it out to bid. Mr. Kuczenski said a motion was not needed since it will be under \$1,000 and he will evaluate whether a second bench is needed.

Miscellaneous

a. Capital Plan Submission

There was a lengthy discussion of the capital planning sheet (see attached document) FY 2029 the fifth year of the plan includes Emery Park: \$25,000 for Paving and Drainage, \$35,000 for trails; Kent Commons basketball court \$100,000; Kent Commons Splash Pad \$250,000; vehicle \$35,000. There were also additions to the 10-year plan - 2030 25,000 for Kent Commons Playground; 2031 \$75,000 for tennis courts and \$25,000 for Kent Commons Walking Path; 2032 \$50,000 for Playing Fields and Ball Park. Mr. Perkins made a motion to approve the capital planning sheet, pending an accompanying narrative that he'll create, seconded by Ms. Smith Hanby, and approved unanimously.

b. Director Search Process

There was discussion of the director job description and the need to have it ready for a special meeting of the Board of Selectmen on Nov. 20. There will also need to be a hiring subcommittee formed.

Adjournment

Mr. Perkins moved to adjourn the meeting at 9:24 pm.

Minutes created from zoom recording.

Date: 1/4/2024

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

Put FUNDING REQUESTS
in green shaded areas only

Five Year Future Planning

Available Project Balance 10.20.23		FIVE YEAR FUNDING IN PLACE				
Project Name		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
EMERY PARK						
Paving and Drainage				25,000		25,000
Trails	-					35,000
Playground	100,000					
Repair Pool floor	150,000					
KENT COMMONS						
Basketball						100,000
Splash Pad	-					250,000
Paving and Drainage				25,000	25,000	
Tennis	975	20,000				
Playing Fields and Ball Park				50,000		
Master Plan				25,000		
Vehicle						35,000
Project Name		Kent Commons Playground				
Project Name		Kent Commons Walking Path				
Project Name						
Total	\$ 250,975	\$ 20,000	\$ -	\$ 125,000	\$ 25,000	\$ 445,000
	\$ 865,975					

Put NEW PROJECT names in
pink shaded area

Park and Recreation

10/20/2023



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Received: 11.10.23
From: Michael Perkins

CAPITAL PLAN REQUESTS

November 10, 2023

Kent Commons Playground:

We anticipate the need to resurface the play area at the new Playground approximately 6 years.

Kent Commons Walking Path:

We will require funds to renovate the walking path at Kent Commons Park after the planned improvements of the Basketball Court and Splash Pad.

Tennis Courts:

We expect that by 2031 that these funds will be needed for resurfacing the tennis courts and possible replacements to the perimeter fencing.

Playing Fields / Ball Park:

These funds will be used for various improvements and upkeep of the fields, backstop, and benches.