

Kent Park and Recreation Commission  
Feb. 23, 2015 Monthly Meeting Minutes

RECEIVED FOR RECORD  
KENT TOWN CLERK

2015 FEB 24 A 10:11

BY *Sharon Brady*  
TOWN CLERK

Present: Jerry Decker, Dave Dunleavy, Lynn Harrington, Cathy Montemorra, Glen Nielsen, director  
Lesly Ferris.

Dave Dunleavy called the meeting to order at 7:06 p.m.

Alternates: No alternates were present at the start of the meeting.

Election of Chairman: Mrs. Harrington made a motion to appoint Mr. Dunleavy as commission chairman until Jan. 21, 2016. Mr. Nielsen seconded the motion, and the motion was approved 3-0 with Mr. Dunleavy abstaining.

Agenda: Mrs. Ferris asked that item 10b. Concert Series be added to the agenda. Mrs. Harrington made a motion to approve the agenda as amended. The motion was seconded by Mr. Nielsen, and the motion was approved unanimously.

Minutes: Mrs. Harrington made a motion to approve the minutes of the Dec. 15, 2014 monthly meeting and the Feb. 4, 2015 special meeting. Mr. Nielsen seconded the motion, and the motion was approved unanimously.

Correspondence: Mrs. Ferris read a resignation letter as After-School Program director from Debra Van Keuren (attached), noting that the commission did not have its monthly meeting in January and, therefore, this letter had not been accepted. Mrs. Harrington made a motion to accept Debra Van Keuren's resignation as After-School Program director, effective Jan. 16, 2015. Mr. Nielsen seconded the motion, and the motion was approved unanimously.

Public and Invited Guests: None.

Director's Report: In addition to the written report provided prior to the meeting, Mrs. Ferris reported she has emailed home to Kent Center School students information on registration for the spring regional lacrosse program and would be sending home baseball registration information this week. Kelvin Jefferson's Hoop-it-Up basketball camp will run March 9-13 and dates have been confirmed for two one-week summer sessions, each at Kent School. The new session of Tang Soo Do martial arts classes began this evening. Participation in both classes continues to be consistent. Ice skating programs ended Feb. 22. Mrs. Ferris has created an email contact list of people who purchased a park pass this season so she can contact people at the start of the new fiscal year as well as use it to let people know when there are changes in the park or ice skating schedule. Mrs. Ferris is working on a new date for the inventory of baseball equipment. The director will be meeting tomorrow with Jim Mauri on the summer tennis camp. Commission members suggested an evening session for youth lessons. Mrs. Ferris also shared with the commission that Cornwall Rec director Becky Hurlburt is retiring.

Old Business: After-School Program: Mrs. Ferris reported the new director, Dawn Moore, is adjusting nicely to the program. Attendance in recent weeks has been good and the past two months' total attendance is better than the prior year.

Parks: Mrs. Ferris shared with the commission that she gave permission to the town crew to dump snow in both the town parks. Mr. Dunleavy reiterated that he feels the commission should continue to

publicize the improvements it has made at Kent Common Park whenever the commission has a chance to do so.

2014-15 Budget: Mrs. Ferris had forwarded the monthly budget report from the treasurer to the commissioners prior to the meeting.

Five-Year Capital Plan: Follow-up Matt Starr letter: Mrs. Ferris reported Mr. Starr had contacted her after the December commission meeting to ask if there had been any action in response to his letter regarding capital projects (attached). Mrs. Ferris told him the commission had not taken any action. The commission agrees the pool project needs to be kept on everyone's radar. No other action was taken.

Ms. Montemorra arrived at the meeting at 7:09 p.m. Mrs. Harrington made a motion to elevate alternate Cathy Montemorra. Mr. Nielsen seconded the motion, and the motion was approved unanimously.

Playing Fields' clay proposal: Mrs. Ferris reiterated the proposal for clay that Bruce Adams had discussed with the commission in December. Mrs. Ferris said she feels there is money in the budget to cover this expense. Mr. Dunleavy said he feels it is something that should be done. Mr. Decker noted it also is a safety issue. Mrs. Harrington made a motion to approve an expenditure of \$2950 for conditioner and clay for Field B and C at the playing fields at Kent Center School. Mr. Nielsen seconded the motion, and the motion was approved unanimously. Mrs. Ferris will speak with Mr. Adams to see if there would be any cost savings since the work would be done when the fields are being prepared for the spring season.

Baseball coaches meeting follow-up: Mrs. Ferris shared that she has ordered brightly-colored signs to advertise for baseball coaches and officials. Mr. Decker expressed an interest in coaching Little League. Mrs. Ferris also has put a notice in the town newsletter about the need for coaches and officials for baseball.

Basketball program follow-up: Mrs. Ferris reported that while Sharon Recreation has some fourth graders on its Northwest Rec League basketball team this year, most league teams are comprised only of fifth and sixth graders. Mrs. Ferris noted Cornwall invited the Kent fourth graders to play a "friendly" game last month at the Cornwall gym. The experience, however, was not positive, according to the Cornwall Rec Director with a lopsided win by the Kent team. The commission agreed to continue discussion about the basketball program and what, if any, changes should be made for next season.

New Business: Summer Employees: Mrs. Ferris reported she has received two signed contracts for summer employment, one from the head lifeguard Kiera Bisenius and the second from camp counselor Megan Leach. Mrs. Ferris said she has received two applications from returning lifeguards, and she expects to have recommendations for lifeguard hires at the March meeting.

Concert series: Mrs. Ferris met with Donna Winn, recreation director at The Kent, who previously was recreation director in Torrington. Ms. Winn shared with Mrs. Ferris that The Kent would be interested in sponsoring a summer concert series in Kent if this is something Park and Recreation would be interested in offering. Mrs. Ferris will contact Matt Mette in Sharon where the Rec Commission has offered a summer concert series on the green the past two summers. She will report further at the March meeting.

The next Kent Park and Recreation Commission meeting is March 16, 2015 at 7 p.m. Mrs. Harrington made a motion to adjourn the meeting at 7:45 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.*

## **Lesly Ferris**

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**From:** MATHEW STARR  
**Sent:** Tuesday, October 21, 2014 9:17 PM  
**To:** parkandrec@townofkentct.org  
**Subject:** Capital Project Requests

Dear Park and Rec,

It seems the Town of Kent is in very good financial condition and it is due time that we dedicate some time and funds for improvements to our recreational areas. Great job on the renovations to the Tennis courts the work was much needed. It is unfortunate they stayed in such disrepair and unsafe condition for so long.

So the reason for my e-mail is to share my ideas, concerns and hopefully spark some efforts if not already in the process.

**Emery Park** - This park is such a valuable asset to the Town of Kent and realistically cost very little on an annual basis, its time to move forward and get this thing from a swimming pond to a swimming pool. I recommend that some up to date estimates are collected and the pool be rebuilt into a circulating, filtered, pool.

**Kent Commons** - The commission need's to have the passage into the park over the stream pipe fixed and appropriate railings or protection for foot, bike and vehicle traffic. The old telephone pole with a painted hole in the roadway is just unsafe and a liability. The pipe that goes under this entrance for the brook has also been identified by the wetlands commission as needing repair due to the drop off on the west side that causes erosion into the brook.

**Kent Commons** also needs the surplus material removed from the parking area and the parking lot paved and maybe even a basketball court. Once all the gravel, dirt, concrete are removed and the edges cleared around the brook and east side their is a lot of room.

**Kent Commons** walkway around the park is great, I see people walking dogs here all the time, but is in need of some erosion repairs and it should have a dog area.

**Kent Center School Playing fields** - Kent needs a track off the roadways for our individuals of all ages to run and walk in a safe environment, I think the outside of the center school playing fields could be an outstanding track around the outside of the fields and then connected just south of the playground and basketball court. The roadway on the west side is in place and the old roadway on the east side could be reinstated and then a nice sweeping half circle on the south end. This could be paved about 10' wide and would also work as a great access for emergency vehicles and allow for better access for field maintenance and still allow for the sewer department to access when required.

**Kent Center School playing fields** - The ongoing issues with dogs being walked on and around the playing fields really needs to be addressed, it is just not allowed in almost every town we go to for these sporting events and its posted in Kent but not enforced. We all know that the violators are for the most part the residents that live right next to the school, so like the new regulation for pushing snow into the road will result in a fine get the BOS working on this. A simple town ordinance with a warning and then a fine should help.

Thanks so much for taking the time to read my ideas and suggestions, I am happy to attend a meeting to explain further and can also meet out in the field to better explain. I am sure your thinking it sounds like a lot of money but the reality is we (the town) owns just about all the equipment to do this work, has skilled union machine operators, and we have huge stockpiles of gravel, topsoil, stone chips, etc. pavement is really not that expensive especially if the town workers we already employee do all the prep work.

Please make sure the BOS and BOF get the proper capital requests for these projects.

Sincerely,

Mathew A. Starr  
Kent Resident

✕ Gmail

Debra Van Keuren <debvk18@gmail.com>

**(no subject)**

1 message

**deb van keuren** <debvk18@gmail.com>  
To: Debra Van Keuren <debvk18@gmail.com>

Mon, Jan 5, 2015 at 10:19 AM

Debra Van Keuren  
15 Maple St. Ext. Unit E  
Kent, CT 06757

January 5, 2015

Lesly Ferris, Director  
Town of Kent Park & Recreation  
Town Hall  
Kent, CT 06757

Dear Lesly:

Please accept my resignation as Director of the Town of Kent After School Program. I have thoroughly enjoyed the opportunity to work with you and will dearly miss the children in the program.

Sincerely,

  
Debra Van Keuren

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Lesly Ferris, Director  
Kent Park and Recreation

*Director's Report  
February 2015*

From the February special meeting:

- I contacted Dawn Moore to share with her that she had been hired as After-School Program director. I met with her Feb. 10 and she began her duties that afternoon. I emailed the ASP families to share with them who the new director is.
- I contacted Jerry Decker and James Mauri regarding the commission vacancy. I filed the necessary paperwork regarding Jerry's appointment with the Town Clerk.
- A reminder that I will be out of the office Feb. 12, 13 and 17. Additionally, Town Hall offices are closed Feb. 16.
- I submitted the Park and Recreation budget proposal for 2015-16 to the town treasurer. I met with the Board of Selectmen Feb. 6 (at the board's request) to explain the changes in the budget draft. I shared with the selectmen the most recent survey of recreation directors' salaries.

From the director:

**After-School Program:** I have worked at the program since Jan. 20 and will be working a couple of days with Dawn while she learns the mechanics of the program. I have sent out the bills for January. I awarded scholarship assistance to another youngster who attends the program two days a week at most. I have adjusted another scholarship, asking the family to share more of the cost. The youngsters have been cooperative with having only the cafeteria space (the gym has been occupied with basketball practices). I have sent out the bills for January and continue to bill families who have unpaid balances from last year's program.

**Seniors:** The February outing will (hopefully) be to the Connecticut Flower Show on the 19<sup>th</sup>. I am working on mailing flyers for the March trip and a schedule of dinners at New Milford Hospital for 2015. I am working also on scheduling trips for the spring and summer months and am contacting various museums to book dates. There is a Valentine's Day luncheon at the Senior Center Feb. 11. Social Services director Leah Pullaro and I are working on a senior newsletter in hopes of having a publication in the mail before the end of February.

**Budget:** I have sent you via email the more recent budget reports received from the town treasurer. I will keep you informed as the Selectmen continue to work on the budget draft for 2015-16.

**Parks:** I gave permission for the town to pile snow in the two parks.

**Ice Skating:** I canceled two of the Sunday ice skating sessions at South Kent School due to weather. We extended figure skating lessons by one week, also due to weather.

**Fee Programs:** The new session of Tang Soo Do class continues to be delayed by weather. The classes meet on Monday. I have received a couple of phone inquiries about the class and expect even more students may register for the next session.

**Trips:** I sent out dates of this season's Goodspeed Opera House trips to the regulars and have three people on the list for each of the three shows.

**Basketball:** The basketball programs are ongoing. Coaches and parents have been cooperative and understanding with the changes in schedule due to the weather. The Adams League fourth graders played a "friendly" game in Cornwall Feb. 7.

**Baseball:** I canceled the inventory of baseball equipment due to the weather and coaches were not available the following week. There are events weekends at the Community House currently, and I am looking at the next available date(s) to reschedule this.

**Hotshot Contest:** The contest is Feb. 18 at 3:15 p.m. with a snow date of Feb. 25 at Kent Center School. I was asked to help at the state finals in March in Stratford. Unfortunately, the date conflicts with our Easter Egg Hunt.

**Regional Recreation directors:** The four of us met this month. We are working on confirming a date for the spring regional senior luncheon. We discussed summer camp offerings and working together on some summer camp programs.

**Summer Employees:** I have received one application for a returning lifeguard.

Looking ahead ...

- Town Hall offices will be closed Feb. 16 for Presidents' Day.