Kent Park and Recreation Commission Minutes Special Meeting Dec. 7, 2015

<u>Present:</u> Dave Dunleavy, Mike Green, Lynn Harrington, Cathy Montemorra, Glen Nielsen, Jessie Rundall, director Lesly Ferris

Public & Invited Guests: John Grant, Eric Nordland, Katie Nordland, Jennifer Pollitt, Jess Sneller, Tim Sneller.

Commission chairman Dave Dunleavy called the meeting to order at 7:00 p.m.

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

Agenda: Mr. Green made a motion to accept the agenda as presented. Mrs. Rundall seconded the motion, and the motion was approved unanimously.

<u>Minutes:</u> Mrs. Rundall made a motion to approve the minutes of the Nov. 16, 2015 meeting. Mrs. Harrington seconded the motion, and the motion was approved unanimously.

<u>Correspondence:</u> Mrs. Ferris shared a letter from the Chamber of Commerce, thanking Park and Recreation for its sponsorship of the Kids Fun Run at the Pumpkin Run (attached). Mrs. Ferris said she has two other correspondences that are agenda items.

Public & Invited Guests: Katie Nordland provided the commission with a petition asking Park and Recreation to add competitive travel teams (attached). Mrs. Nordland also submitted a letter via email (attached) expressing her desire to have Kent join the Northwest Rec basketball league. Ms. Nordland, Mr. Sneller, Mrs. Sneller and Mrs. Pollitt voiced their support for joining the Northwest Basketball league. Mr. Dunleavy said he wants to be sure as many players as possible participate in rec programs. Mr. Decker said with the low registration for Adams League this year, he feels it is time to do something. Ms. Nordland said she thinks the number of players would increase if Park and Recreation offered competitive play. Ms. Nordland also voiced support for changing the color of Park and Recreation (soccer) uniforms to gold and green.

<u>Director's Report:</u> Mrs. Ferris provided a written report before the meeting (attached). She reported also on the CRPA Annual Conference (attached), noting she also provided this report to the Board of Selectmen. Mrs. Ferris said a figure skating student fell on the ice Saturday, Dec. 5, 2015 as reported to the director by the program instructor. An accident report form was completed. The student reportedly is okay. Mrs. Ferris also noted the Kent Chamber of Commerce at its December meeting voiced interest in supporting the 2016 Summer Concert Series. Mrs. Ferris suggested the commission begin work on this after the holidays. Mr. Dunleavy again expressed interest in identifying a rain site and suggested four dates this year.

Old Business: After-School Program: Mrs. Ferris reported attendance continues to be strong and to show an increase over the previous year. Mrs. Ferris said she is very pleased with the staff and the work they are doing.

<u>Parks:</u> Mrs. Ferris will inquire about the quote for the trimming work at Emery Park and is working with the road crew foreman on tree work for Emery Park.

<u>2014-2015 Budget</u>: Mrs. Ferris is waiting to receive the November budget report and will bring it to the next meeting as the budget report now is received as a hard copy.

Five-Year Capital Plan: There was no new report.

Emery Park Swimming Area: future plans: Mrs. Ferris suggested including funding for a new swimming facility in the 10th year of the plan next year. Mr. Dunleavy suggested the commission work on an April date for starting a dialogue with the townspeople to see what people are thinking.

Commission seats: alternate vacancies: Mrs. Ferris read an email from Katie Nordland who expressed her interest in serving on the commission (attached). Mrs. Harrington made a motion to recommend to the Board of Selectmen the appointment at the Annual Town Meeting of Katie Nordland to the Kent Park and Recreation Commission as an alternate until Jan. 21, 2017. Mrs. Rundall seconded the motion, and the motion was approved unanimously. John Grant expressed an interest in serving on the board and will send a written letter of interest.

Basketball Program: Mrs. Ferris provided a history of the numbers of participants in the Adams League Basketball program (attached). Mr. Green suggested the commission needs to do something if players are leaving for the reasons described. Mr. Decker said he would like to be considered as a coach if Park and Recreation joins the Northwest Rec League. Mrs. Ferris said she has confirmed with the league coordinator Matt Mette that Kent could put a team in starting next year. Mrs. Harrington made a motion that Kent Park and Recreation join the Northwest Rec Basketball League, starting in the 2016-17 season, for boys and girls in fifth and sixth grades. Mr. Decker seconded the motion. Mr. Green said this would give the commission sufficient time to plan. The motion was approved unanimously.

Proposed 2016-17 hourly employee salaries: Mrs. Ferris provided the commission with proposed salaries for 2016-17 for its hourly employees, noting minimum wage is going to \$10/hour and some of the proposed salaries could be decreased, depending on the number of employees who return next summer. Mrs. Harrington made a motion to approve the proposed 2016-17 hourly employee salaries as presented (attached). Mr. Green seconded the motion, and the motion was approved unanimously.

New Business: Sylvan Learning Center Proposals: Mrs. Ferris had shared via email a proposal from the Sylvan Learning Center for after-school enrichment activities (attached). The consensus of the commission is not to offer this program.

Basketball Coaches: Mrs. Ferris recommended Jerry Decker, Billy McCann and Katie Nordland, if needed, as coaches of Adams League basketball for 2015-16. Mrs. Harrington made a motion to accept Jerry Decker, Billy McCann and Katie Nordland as Adams League basketball coaches for 2015-16. Mrs. Rundall seconded the motion, and the motion was approved unanimously.

The next Kent Park and Recreation Commission meeting is Monday, Jan. 25, 2016 at 7 p.m.

Mrs. Harrington made a motion to adjourn the meeting at 8:10 p.m.

esly Ferris

Director

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

KentCt, com

"Cultural Heart of the Litchfield Hills"



Ms. Lesly Ferris Kent Park & Recreation P.O. Box 678 Kent, CT 06757

Dear Lesly,

On behalf of the Kent Chamber of Commerce, I want to thank you for your generous support of the **2015 Kids Fun Run**, a companion to the 39th Annual Kent Pumpkin Run! Both races were very successful and we could not have done it without your help. Your generous donation works to make this race festive and prosperous ~ and very popular with the runners. We get so many compliments after each race about how organized, safe and fun the race is!

Thanks to you, we were able to raise funds and collect non-perishable food items for the Kent Food Bank and to partner with *Julia's Wings* and the *Race for Aydan* as they in turn raised money to provide financial assistance to families of children with life threatening hematological diseases and for the Ronald MacDonald House in New Haven and the Edgewood Developmental School.

Please accept our race t-shirts as a token of our thanks for your support. We look forward to partnering with you again in 2016 for our **40**th **Anniversary**!

Sincerely,

Ellen Corsell

Chairman/Kent Pumpkin Run Committee

Dave Dunleavy, Race Director

Committee Members: Gary Davis, Ane Starr, Lyn Stirnweiss

info@kentct.com



Follow Up Letter regarding 5th and 6th grade basketball

3 messages

Katie <k.nordland@yahoo.com>

Mon, Nov 30, 2015 at 12:13 PM

To: Lesley Ferris <parkandrec@townofkentct.org>
Cc: Tim Sneller <tsbuildersllc@yahoo.com>

Hello Board members.

As both a current, and past coach in the Kent system, I again express my concern for extending competitive exposure for our young athletes. Although the current activities provided may satisfy the majority, the elite athletes must obtain stronger opposition to remain competitive in there respective programs.

I recently attended the last park and recreation meeting November 16th, 2015 to again propose a Northwest travel team for 5th and 6th grade basketball. Again, I was disappointed to learn that 1. No decision had been made, and 2. How the current P&R board members, along with town officials, continue to oppose change!

This proposal was first presented last year, when two boys from Kent joined the Sharon Northwest Basketball

team. Coincidentally, the Sharon northwest coaching staff consisted of the two boys parents. (Tim and myself) Both of which, volunteer their time for multiple seasons, and age groups in our very own KCS rec league! Upon the start of this season, we were under the impression that the travel team would be in place for the 2015-16 season.

This program should be put in place to give the young athletes a more competitive option without having to leave the Kent community. It is also beneficial to have a travel team to build team chemistry for future KCS programs.

The Adams league may have been a competitive option when you had more teams but it isn't enough for the kids that want to play competitively in high school! I have a signed petition from the parents, teachers, coaches, and towns people. This petition shows the strong interest and encouragement in supporting this program. Currently, Kent is the only town not providing team participation in the Northwest league program. The Adam's league can remain in place but a Northwest travel team should be added to the Kent P&R programs.

I have coached three sports for both of my children's teams for 6 years. I was very surprised to find out that none of the feedback given directly to Lesly Ferris is actual relayed to the Kent P&R board. Unfortunately, it seems that If there is not an email sent, the information given to Lesly goes no where! This information needs to be communicated to all the parents, coaches, referees and anyone else involved in Kent P&R programs.

We have a great town and support. Our young athletes need our dedication and effort to provide them the opportunities they deserve.

I am willing to help in any way needed. But it is very discouraging when the board and the director are not onboard.

Best, Katie Nordland 203-628-0134 k.nordland@yahoo.com

Sent from my iPhone

Lesiy Ferris <parkandrec@townofkentct.org>

Mon. Nov 30, 2015 at 1:45 PM

To: David Dunleavy <dunleavyrun@aol.com>, Mike Green <greenm@kent-school.edu>, Cathleen Montemorra <abbygator@charter.net>, Glen Nielsen <gnielsen1881@gmail.com>, Jessie Rundall <jesimel2527@yahoo.com>, jerry Decker <jrdeck11@gmail.com>, Lynn Harrington

Hi - I received the following today from Katie Nordland. This will be read at the Dec. 7 meeting.

Lesly
[Quoted text hidden]

.....

Mon, Nov 30, 2015 at 1:46 PM

Lesly Ferris <parkandrec@townofkentct.org>
To: Katie <k.nordland@yahoo.com>

Dear Katie- thank you for your email. I have forwarded it to the commission and it will be read at the special meeting.

Thank you,

Lesly

[Quoted text hidden]

Petition to Add Competitive P&R Travel Teams for Kent Athletes

Petition summary and background	All parties support adding competitive travel teams to Kent P&R
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to add competitive travel teams.

Printed Name	Signature	Address	Comment	Date
Katu Dorden	Katur Dung	894 North Main St. Kent C	We need to offertravel teams. Great apperhunty for P+R	ארו/וו
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JONI PRESTI	The fint	O Chare Hill Kent		11/18
Kathleen Robay	Jathley Holory			11/18
George Landin	Lasep Works	7. Box 673 Kent CT		11/18
Stary Settreys	Stru Jelley	PO Box 11 Kent CT.		11/18
Tracy Tripler	1-11-1	58 Whender Rd et	d	11/18
Christine Gagla	1 Nowher Cools	47 Hoals Con Rd.	. •	11/18
Linda Miano	1 Mary 10	Bloo Litchfield Rd		11/18
BRENDANO (unto Bot UT	133 Great Hollow Rd		
Jess Sweller	her Ineller	40 Hallslave Kent, CT	an oper two its to play in	11.18.15

Printed Name	Signature	Address	Comment	Date
Tim Sneller	Bun	40Halls Lowe, Sent		11-18-15
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V. Waters	JV. Waters	11 //		11/18/15
Ron Wik	7-Wik	109 Towar Rd. Brookfield		19/19/15
Daniel Coyle	Darly	205barn RD		1/20/18
Adam Manona	A.	32 South Rily D.		11/20/15
J. Bendetto	Children .	- 188 Edgenood Proc		1/120/15
Long Finde	1 / / -	377 East main 57	-	11/20/15

41

Petition to Add Competitive P&R Travel Teams for Kent Athletes

Petition summary and background	All parties support adding competitive travel teams to Kent P&R	
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to add competitive travel teams.	

Printed Name	Signature	Address	Comment	Date
Donna Wilkins	Bullik.	8. Tudd ane		1118/15
Bronwyn Hamill	Bytill	175 Carter Rd.		11/18/15
Christina Kurze	Christina Kung	7 Pheasant Runded		11/18/15
Lusahl	LucSoll	Kent Road		11-18-15
DanieleShoo	Klehoot	16 Janvers Rd NM		11-18-15
Amie Bush	(Shi Bush	391 Clearview Rd wington		11-18-15
Lynn Mylock	Am Myloce	99 Crava Lars Mill Mars		11-18-15
Elisabeth Comolli	Dunked Chulle	Doer Plaing M/2522		11-18-15
Cari Buffon	Carperta	309 DogTail Corners Rd Wingdale, NY 12594	·	11-18-15
Andrew Richards	WRE	Joith Kent 06785		
JoSutter	Jo Sum	P.O. BOX 31 SHERMAN, CT 06784		11-18-15
Lindsey Kerr	Lundsen K. Kerls	P. D. Box 582 Kent, ct. 06957		11/29/15
fluben v Pint		bory RD New Mil	FORD ct 06776	

Printed Name	Signature	Address	Comment	Date
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John Lindeen	John Sudan	4 one Hiller, Souther Kent CT		
Susan Upraci	Swan Jose	POBOX 643 06757		
Britany Pinette	Ball In	17 Manson ville R& OG759CT		
DAN GREENBACK	Dest	279 KENTRO KILLITOG	۲٦	
methe Osna	Nore	59 Fuller myn Rd Kent		
Robin Mollica	Robert Mollie	341 KontRd S.Kent		
John Grat		30 H Mem Street Unt 10		
Spencer Germa	Onner	20 Birch Hill Lane		
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Perry Casperini	1 Span	70 BOX 224 East Canson	.1	
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Petition to Add Competitive P&R Travel Teams for Kent Athletes

Petition summary and background	All parties support adding competitive travel teams to Kent P&R
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to add competitive travel teams.

Printed Name	Signature	Address	Comment	Date
Jenn Pollitt	Jeun Policio	50.30x 246 South Kent	It's about time Park + Rec does something different from Adam league. Adams leag	ne has not
RICH SHAVEA	Pail o Clark	40 BULLS BRIDGE KD. 58-TH KENT, CT 06745 67 R. BULLS BRIDGE RO	been appropriate for kul our kris need to compate 5 Kills:	and learn
B WY (ENNO CC)	12 22.1	GZB. BULL BRIDGE RO SOUTH KENT.		11/2/15
GARLY HOCK	Ittoh	126 SPOONER HILL ROAD S.KENT, CT 06785		11/20/15
Nancy Hock	havey Hoek	126 Spooner Hill Pd CT 06785		11/21/15
Fatrick Bonis	The Prince	40 Bill's Bridge Koast our	185	11/21/15
CMBeer	ayrer	40 Bours Broage Rd		11/21/15
3:11/1/Kins	Billy Win	121 James /291/12d SKan	F	11/21/15
Seath Floddard	SHIGHT	24 overtill Ital		11/22/15
ELYANE P.SILVA	Espaina"	94, CENTER ST DANBURY		11/22/15
Roller Pinete	Kall (take	17 Mason like Rd		11/24/15
John Blog		4 Bald Hill ed	Come on! Get with the Program	

Lesly Ferris, Director Kent Park and Recreation

Director's Report December 2015

From the November monthly meeting:

- I wrote a memo to the Board of Selectmen regarding the commission's recommendations for appointments to the commission to be considered at the annual town meeting.
- I have included on the Park and Recreation website and in the town's monthly newsletter the two commission alternate vacancies.
- I have sent a memo with the 2016 Park and Recreation Commission meeting dates to the town clerk and selectman's administrative assistant.
- I have notified the town clerk of Brian Hasting's resignation and the appointment of Jessie Rundall to fill Brian's unexpired term.
- I wrote to Brian Hastings to thank him for his service to the commission and to inform him the commission has accepted his resignation.
- I wrote to Jessie Rundall to let her know the commission appointed her to fill Brian's unexpired term.

From the director:

After-School Program: The program attendance continues to exceed last year's. November showed an increase of 54 youngsters over 2014. I continue to receive new registrations. I have sent out the November bills. I have awarded Kent Community Fund scholarship assistance to four participants. I am still billing one family for two participants from last year's program and another family that has moved out of Kent with one child, totaling \$583. The program breaks for the holiday beginning Dec. 23.

Seniors: The holiday carol sing and Senior Supper at New Milford Hospital is Dec. 9, and ten people have signed up to attend. There will be holiday luncheons on Dec. 9 and Dec. 11 at the Senior Center. Kent Center School students will join us on the 9th, and the 11th will be the last Friday senior luncheon until April 1. This month's senior outing is an early dinner followed by ride through Hubbard Park in Meriden to see the Silver Light Festival.

Budget: I continue to receive monthly printed budget reports from the town treasurer.

Parks: I have reminded Sean McAvoy that we are expecting a cost proposal for the brush trimming work at Emery Park. I spoke with Rick Osborne about tree removal.

Fee Programs: The first session of figure skating lessons was well attended, and there are 13 students participating in the classes. Tang Soo Do class continues to attract students on an ongoing basis with a couple of new students in the current session. I visited the class Nov. 16 and keep in close contact with Keith and Theresa

via email. I posted some photos from the most recent grading session on our Facebook Page.

Regional Recreation directors: We meet Dec. 1 in Sharon and I will be sharing with them some information from the workshop sessions I attended at CRPA conference.

Sports: Practices for Adams League basketball program begin this week. I will report at the special meeting on the registration numbers. I forwarded you the email received Nov. 30 from parent Katie Nordland regarding the Northwest Basketball league. I took out the notes from last November's Park and Recreation meeting where the Northwest Rec basketball league was discussed and again spoke with the Salisbury and Sharon Rec directors about the program. The program is a recreation program; there are no tryouts or cuts. Everyone plays in the games. Each rec director schedules the days and times of the basketball games based on a schedule that lists which town plays which town weekly. Therefore, games might be at different days and time each week. I would want parents to understand the travel that would be involved as well as the flexibility in the game schedule. Should the commission want to consider putting teams in the league (fifth and sixth grade teams), it would be preparing to do so in the 2016-17 season as it is too late for this season, per Matt Mette, Sharon Rec Director who coordinates the scheduling. I expect there will be parents at the December meeting to talk about this issue again. I have let Katie Nordland and Tim Sneller know the date and time of the December meeting.

Conference: I attended the annual CRPA Conference Nov. 23-24 and will be reporting to the Board of Selectmen Dec. 1 on the workshop sessions I attended. I will share this with the commission at the meeting.

Hourly employees: The commission last year reviewed the hourly employee salaries in advance of the budget request. I again am attaching a proposed outline for hourly employee salaries for the 2016-17 Fiscal Year. Please keep in mind that the minimum wage is scheduled to go to \$10/hour in January.

Looking ahead ...

- Town Hall offices will be closed at noon Dec. 24 and Dec. 31 and closed Dec. 25 and Jan. 1.

Kent Park and Recreation

Lesly Ferris, Director P.O. Box 678 41 Kent Green Boulevard Kent, CT 06757-0678

Telephone 860-927-1003 Fax 860-927-1313 parkandrec@townofkentCt.org www.kentctparkandrecreation.com

To:

Board of Selectmen From: Lesly Ferris Ruly

Date: Nov. 25, 2015

Re:

Conference report

I attended the Connecticut Recreation and Parks Association annual conference Nov. 23-24, 2015. I attended the following workshop sessions:

Keynote speaker: "Curing Adultitis: Your Prescription for Less Stress and More Success." Speaker Jason Kotecki suggests seeing things in a new light; try something different; create great scenes; remember it's about the little things; sing your song.

Campers Gonna Camp - ideas on ways to improve your summer camp program, including staff development training, communication with parents, games and themes.

Memory Maker: A Cheap & Easy Guide to Big Fun: simple things can make the biggest impact; find a reason to celebrate and celebrate it some way; remember the day isn't done until vou've had some fun!

Special Event Management: The American Idol Experience: suggestions for organizing and managing special events from the Guilford Rec department which organized in six days the home visit for eventual American Idol winner Nick Fradiani.

Small is Becoming the New BIG! - how to implement five aspects from marketing research at no cost to improve your recreation department such as using testimonials in your program promotions, humanizing your staff.

Meeting the Needs of the Gender Non-Conforming Client - an emerging issue and informative discussion of gender identification and sexual orientation and its implications on recreation departments.

In addition, I attended Monday's buffet luncheon and annual meeting, visited with the vendors during the vendor hall session Monday afternoon. Tuesday's annual awards luncheon included the presentation of the Selected Organization Award to the Kent Community Fund for which I submitted the nomination. Joe Speranzo of KCF attended the luncheon and accepted the award.

Thank you for the opportunity to attend. The conference is a great opportunity to learn, connect and refresh.



Lesly Ferris <parkandrec@townofkentct.org>

Letter of interest to be on the P&R Board

1 message

Katie <k.nordland@yahoo.com>
To: Lesley Ferris cparkandrec@townofkentct.org>

Mon, Nov 30, 2015 at 1:58 PM

Dear Board,

I would like to be considered for the open position on the P&R Board. This is a letter of interest.

I currently serve on the PTO board. I support local and would like to be part of the board.

Best Regards, Katie Nordland 203-628-0134 k.nordland@yahoo.com

Sent from my iPhone

Park and Recreation Adams League Basketball Participation

24	
18	42
11	
. 20	31
15	
19	34
	•
	16
	11 20 15

Kent Park and Recreation 2016-2017 Budget Line #23102, Hourly Employees: **PROPOSED**

After-School Program

Director: \$16.30/hr x2.75/hours/day x 167 days = \$7,486

Counselors: $10.50/hr \times 2.5/hrs/day \times 1/day \times 167 days = $4,384$ \$11,870

Camp Kent

Director: \$14.50/hr x 40/hrs/week x 8 weeks = \$4,640 Counselors: \$10.50/hr x37.5/hrs/week x 8 weeks = \$3150 Counselor: \$10.75/hr x 37.5 hrs/week x 8 weeks = \$3225 \$11,015

Lifeguards

Head guard: $13/hr \times 40 \text{ hrs/week x } 10 \text{ weeks} = 5,200$

Swim instructor: $11.75/hr \times 38 hrs/week \times 10 weeks = 4,465$

Lifeguards: \$11.50/hr x 2 guards x 38 hrs/week x10 weeks = \$8,740

Lifeguards: \$11 x 1 guard x 38/hrs/week x10 weeks =4,180 \$22,585

Ice Monitor \$ 500

Total proposed Line #23102 \$45,970



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Coding for Kids (Grades 3 - 8)

Learn computer programming by designing video games that can be shared and played with friends!

Math Edge (Grades 1 - 5)

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