

Kent Park and Recreation
Minutes Oct. 17, 2016 Meeting

RECEIVED FOR RECORD
KENT TOWN CLERK
J. Ferris
OCT 18 12:05 PM
BY

Present: John Grant, Mike Green, Glen Nielsen, Jessie Rundall, director, Mrs. Ferris

Public & Invited Guests: None

Mrs. Ferris noted chairman Jerry Decker is unable to attend the meeting. Mrs. Ferris called the meeting to order at 7:04 p.m.

Alternates: Mr. Green made a motion to elevate alternate John Grant. Mr. Nielsen seconded the motion, and the motion was approved unanimously.

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

Minutes: Mr. Green made a motion to approve the minutes of the Sept. 19, 2016 site visit meeting and the Sept. 19, 2016 monthly meeting. Mrs. Rundall seconded the motion, and the motion was approved unanimously.

Correspondence: Mrs. Ferris shared letter from Kent Pumpkin Run Race Committee regarding the race as well as the invitation to the pre-race party (attached).

Public and Invited Guests: No one was present.

Director's Report: Mrs. Ferris noted a new session of Tang Soo Do class began this evening. She said the class for ages 7 through adult continues to be well attended.

Old Business: After-School Program: Mrs. Ferris said the program attendance for the first month this school year exceeded last year's and attendance continues to be strong. Megan Leach worked at the program while the director was on vacation. Mrs. Ferris continues to advertise and spread the word for an employee to help at the program.

Parks: Tennis Court benches: Mrs. Ferris reported the two new benches for Kent Common Park's tennis courts were delivered last week and installed. The benches are secured to a fence post with a lock and chain. Mrs. Ferris has written to Belson Outdoors to make them aware of missing hardware that she had to purchase. The commission consensus is to close the Five-Year Capital line for tennis courts after the invoices from Belson Outdoors and Kent True Value are paid.

Emery Park work: Mr. Grant reported the clean-up and removal of the brush along the bank from the parking lot is about 75% complete. Bartlett Tree will be at the park around November 1 to cut and trim trees.

2016-17 Budget: Mrs. Ferris had nothing to report.

Five-Year Capital Plan: Mrs. Ferris shared photographs and information about splash pads, including details of her conversation with Rain Deck. Estimated cost for a splash pad to accommodate about 40 youngsters range from \$80,000 to \$100,000. The best advice from

professionals in this industry and from people the director has spoken with is to plan for the future when installing a system. Mrs. Ferris will continue to work on price range for a new playground at Kent Common Park. The commission discussed including a place for youngsters to ride bikes.

Emery Park Swimming Area: survey: Mrs. Ferris is finishing work on the press release that will go out the same time as the survey and said she hopes to send out both this week. The commission discussed asking residents if they would favor a splash pad instead of a swimming area. The survey information will be posted on the Park and Recreation website and Facebook Pages.

Irish Dance Class Follow-Up: Mrs. Ferris reported she has worked out details of this class and the registration flyer and press release went out late last week. The program will begin Nov. 9 at the Kent Community House and meet Wednesday evenings at 5:30 for "Little Feet," ages 2 and up and 6:30 p.m. for beginners, which includes adults.

Sports Programs follow-up: Mrs. Ferris said the soccer season is going well and games and practices end the last week of October. The recreation directors are discussing with neighboring New York State towns the possibility of playing their soccer teams next fall.

Basketball Programs: Registration information for travel teams for fifth through eighth grades was emailed the last week in September. Mrs. Ferris has received no registration forms to date. Registration is due Nov. 1.

New Business: Kent Land Trust Trail Grant Proposal: Mrs. Ferris reported on a meeting she and the first selectman had with two members of the trust regarding a grant opportunity wherein the Land Trust would apply for funding to create a handicap-accessible trail along the back edge of its Southern Gateway property, specifically the Firemen's Field south to about the Dubray property. This proposed trail could link with Town property at South Commons Road and Kent Common Park. The KLT would seek Town support should the Land Trust decide to make an application. Mrs. Ferris noted the idea was presented at the Selectmen's October 4 meeting, and the Selectmen are waiting to hear feedback from the Park and Recreation Commission. Mr. Grant made a motion to inform the Board of Selectmen that the Park and Recreation Commission's consensus is more specific information would be needed to comment on the Kent Land Trust Southern Gateway trail proposal. Mrs. Rundall seconded the motion, and the motion was approved unanimously.

Mr. Grant suggested the commission apply for this grant for trail restoration and maintenance at Emery Park. Mrs. Rundall said she agrees. Mr. Grant made a motion that Kent Park and Recreation try and apply for a Connecticut Recreational Trails Program Grants to maintain and restore the existing main trail at Emery Park. Mr. Nielsen seconded the motion, and the motion was approved unanimously. Mrs. Ferris will speak with Sean McAvoy who maintains the trail about pricing and work.

After-School Program Staff: Mrs. Ferris said she has no recommendations for hire.

The next Kent Park and Recreation Commission meeting is Nov. 14, 2015 at 7 p.m. Mr. Grant made a motion to adjourn the meeting at 7:40 p.m.

A handwritten signature in cursive script that reads "Lesly Ferris".

Lesly Ferris
Director

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

Park and Recreation Director's Report

October 2016

From the September 2016 meeting:

- The brush clearing project is on-going at Emery Park. There have been two work dates and you already can see improvement along the bank.
- I have contacted Art Leary to let him know Park and Recreation has approved the proposal for Slamma-Jamma summer basketball to return to Kent next summer. I also have let Kent School know that we would be interested in holding the program at the school. Art and I will be confirming dates after the first of the year and will then begin advertising the program, expected to be offered in two one-week sessions (June and August).
- I am working with Sara on the Irish Dance Class program. I was able to work with her to make an adjustment in style of shoe that participants would wear so we can hold the program at the Community House. We are working together on a flyer and advertising and looking at a November start date.
- I have spoken with one company that designs and oversees construction of Splash Pads. I received an estimate of between \$80,000 and \$126,000 for a system that would accommodate about 40 participants. A system could be designed that could be plumbed for a certain number of sprays that could be added as a way to reduce initial costs. This company uses google earth to view your facility. I continue to research other companies.
- I ordered the benches for the tennis courts and expect delivery within a week.
- I sent home the registration flyer and forms for travel basketball for grades 5-8. I have received no registrations as of this report.
- I requested the \$500 sponsorship check to be sent to the Kent Chamber of Commerce for the Kids Fun Run.
- I am finishing up the survey and press release on the swimming area and hope to have it ready to send out before the meeting.
- I attended the Kent Community Fund's 10th Anniversary Gala where I had an opportunity to speak and thank the fund and the donors. The fund donates \$1,000 in scholarship for After-School Program families and \$2,500 in scholarship for summer camp programs.

From the director:

After-School Program: One family has an outstanding balance due the Town for the 2015-16 program, and I continue to bill this family. The attendance for the first month of the 2016-17 program exceeded last year's by 70 students (or some 3 more students per day) so the program is off to a great beginning. We have two Kent School student volunteers who are assisting at the program four days a week. They are engaging, enthusiastic and have been a big help. I continue to advertise and speak with those with whom I come in contact about the opening for a paid helper at the program. I have kept this on the agenda in the event that we identify someone. Meanwhile, I continue to fill in the gaps, primarily being at the program Wednesday afternoons from 3 to 5:30 p.m. and the rest of the week from 4:30 to 5:30 p.m. Megan Leach, whom we have employed at the program and Camp Kent, is filling in for the program director while she is on vacation for 6 days (some of her days away coincided with the long Columbus Day holiday for the school). The Kent quilters continue to work with the youngsters on Thursday afternoons on quilting projects. This is a popular offering and the students seem to enjoy this very much. I have sent out the first bills.

Seniors: This month's outing is a ride on the Naugatuck Railroad for its foliage tour, followed by lunch. I am finalizing some dates for the KCS student council members to visit the Senior Center, and Kent School is inviting seniors to its upcoming recital and school play. There will be a Halloween luncheon on October 26.

Budget: There are not any budget lines of concern at this time with the new fiscal year's budget.

Parks: Bruce Adams and I met with two representatives of the Kent Land Trust regarding a possible grant project to design and construct a trail on the Land Trust property that abuts town property at South Commons Road and Kent Common Park. There is a state grant opportunity that would fund 80% of this project, which is in the discussion phase at this time. The Land Trust would be seeking support by the town for such a project which is envisioned as a trail that would be handicap accessible and would link the Land Trust property with town property. I have placed this on the agenda for discussion. The selectmen heard about the proposal at their October 4 meeting and are interested in feedback from Park and Recreation.

Fee Programs: I have been working on the figure skating lessons program for this winter. Kent School again has Saturday morning ice time available for this program. Joanna Dumitrascu will teach the first session, and Marika Coolbeth, who taught for us for a number of years, will teach the second session. This program takes place at Kent School ice rink. I have updated the registration flyer and emailed it to last year's participants and will send it home through Kent Center School, as well as have placed it on the website and distributed a press release.

Regional Recreation Directors: We met Oct. 11 in Sharon where we discussed fall travel soccer, the regional basketball program and its registration and our meeting schedule.

Soccer: The teams will end the season October 29 with the last games. Picture Day was September 20 and it appeared most players participated in the photo sessions. Kent School and Marvelwood School are letting some of our coaches use their respective facilities for practice and I have provided both schools with a copy of the Town's insurance waiver of liability.

Halloween Safety Campaign: the Kent Lions Club donated \$250 toward the safety campaign. I have ordered 750 glow necklaces and received them. I will be sending home this week the letter regarding the safety campaign. Resident Trooper Andrew Fisher and I will be handing out the glow necklaces October 31 between 5 and 7 p.m.

CRPA Fall Quarterly: I attended a workshop session on seasonal employees and the most recent information on hiring practices, interviewing, suggested language for contracts for seasonal employees, dos and don'ts of providing references for employees. It was a valuable workshop. I reported on this workshop to the Board of Selectmen as required by the Town personnel policies.

Looking ahead ...

- Town Hall offices will be closed November 8, Election Day and November 11, Veterans Day.
- CRPA Conference is November 21-22.



Oct. 6, 2016

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



Dear Lesly,

Thank you so much for returning as a sponsor of the 40th running of the Kent Pumpkin Run! The Run and its companion event, the Kids Fun Run, have become our Town's largest annual sporting event, attracting over 800 participants last year. We're delighted to welcome Kent Park & Recreation again to the KPR family! Our Race Committee and a team of some 80 volunteers from the community, come together annually to transform the streets of Kent into one of the most scenic 5 mile race courses in New England. The generous support of our sponsors is a key ingredient in creating a safe, fun and memorable experience for all involved. (Invoice enclosed)

We look forward to working with you to make this a positive and rewarding experience for your organization. Whether it be through our e-mail marketing and website, our social media, our on-site signs, our commemorative shirts, or any of our other many sponsor benefits, we're dedicated to helping you derive maximum value from your sponsorship.

Please send the following information to Lyn Stirnweiss ASAP, Admin. Assistant, at info@kentct.com:

- The names, ages, gender, shirt sizes & e-mail addresses of your two allotted complimentary race entries.
- The name & e-mail address of the person(s) to whom we should send an invitation to our Pre-Race Sponsor Reception (to be held on Wed. Oct. 26).

Thanks once again for your support!

Sincerely,

A handwritten signature in black ink, appearing to read 'Ellen Corsell'.

Ellen Corsell
Race Chairman

Kent Pumpkin Run pre-race party



Wednesday, October 26, 2016

6:00 to 8:00 PM

Bulls Bridge Inn

333 Kent Road

Kent

Hosted by Kent Chamber of Commerce

info@kentct.com

Join us for food & beverages to celebrate the 40th running of the Kent Pumpkin Run!!

RSVP by Oct. 23 to info@kentct.com or 860.592.0061

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BY *[Signature]*
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