

Kent Park and Recreation
Minutes Oct. 16, 2017 Meeting

Present: Mike Green, Jim Mauri, Glen Nielsen, Jessie Rundall, director Lesly Ferris

Public & Invited Guests: None

Mrs. Ferris noted chairman Jerry Decker is unable to attend the meeting. Mr. Green called the meeting to order at 7:00 p.m.

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

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

Minutes: Mr. Green made a motion to approve the minutes of the Sept. 18, 2017 monthly meeting. Mr. Mauri seconded the motion, and the motion was approved unanimously.

Correspondence: There was no correspondence.

Public and Invited Guests: No one was present.

Director's Report: In addition to the written report provided prior to the meeting (attached), Mrs. Ferris reported:

- Figure Skating lessons will be offered in three four-week sessions with Joanna Dumitrascu teaching the first session and Marika Coolbeth teaching the other two.
- A new session of Tang Soo Do will start October 30.
- Park and Recreation has received a \$250 check from the Kent Lions Club for the Halloween Safety Campaign and purchase of the glow necklaces.
- Qigong's new session is underway and going well.

Old Business: After-School Program: Mrs. Ferris reiterated the lower overall attendance numbers from the past two school years while noting also that registrations continue to come into the program. She noted the daily attendance ranges from about 2 to 11, noting the lower Friday attendance is because most of the program participants are attending an after-school movie program that the school is hosting through October. Mrs. Ferris also noted all but one of the past due accounts from the 2016-17 school year have been paid. The one outstanding account is \$11.

Parks: Emery Park survey/stone for path: Mrs. Ferris said there is nothing new to report.

Emery Park tree/brush clearing: Mrs. Ferris noted Mr. Grant is unable to attend the meeting and forwarded an email proposal from Bartlett Tree Experts for tree work at Emery Park. Mrs. Ferris noted Bartlett is proposing donating a similar amount of work as the work invoiced. Mr. Green made a motion to accept the Bartlett Tree Experts' proposal, dated October 6, 2017, for Emery Park (attached). Mr. Nielsen seconded the motion, and the motion was approved unanimously.

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

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Sports Programs follow-up: Mrs. Ferris noted the U10 boys' soccer game scheduled in Kent October 21 has been moved to Canaan due to the Gilmore Girls' Fan Festival and an event scheduled at Kent Center School at the same time as the game. Soccer games and practices run through October 28. She noted the regional U12 soccer program Saturday mornings at the high school is going well and may be repeated next year. Kent and Cornwall do not have players participating this year in that program. Mrs. Ferris has sent out registration for the Northwest Rec League fifth and sixth grades travel basketball program. Additionally, registration information for the regional travel basketball programs is being sent out by the region's athletic director.

Summer Concert Series 2018 Funding: Mrs. Ferris spoke with Sharon Cipolla at Union Savings Bank about the bank being a potential funder of one or more of the concerts next summer.

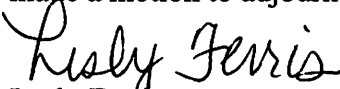
2017-18 Budget: Mrs. Ferris had nothing to report.

Halloween Event: Mrs. Ferris apologized for the incorrect time being listed on the flyer; the event will take place 4:30-6 p.m. She has purchased supplies for pumpkin decorating. Mr. Decker has solicited a gift certificate from Kent Coffee and Chocolate; Mrs. Harrington has one from Kent Pizza Garden; Mrs. Harrington and Mrs. Rundall are coordinating getting the remaining certificates. Mr. Nielsen volunteered to judge the costume parade and will ask Tony Iovino to help. Mrs. Ferris also noted Mrs. Harrington is working with the private schools on the haunted walkway as the scouts are not available.

New Business: Five-Year Capital Plan requests: Mrs. Ferris shared the current Five-Year Capital Plan and noted new requests are due to the Selectmen. She suggested the commission review its request for Emery Park playground and make a decision about changes, if any, to that request before next fall. Mrs. Ferris said she would keep the commission apprised of discussion regarding the capital plan.

After-School Program Staff: Mrs. Ferris recommended hiring Charlotte Herde who has returned to work one day a week and/or as needed at the After-School Program. Charlotte worked at last year's program. Mr. Green made a motion to hire Charlotte Herde as an After-School Program counselor at \$10.75 hourly rate, effective October 2, 2017. Mrs. Rundall seconded the motion, and the motion was approved unanimously.

The next Kent Park and Recreation Commission meeting is Nov. 13, 2017 at 7 p.m. Mr. Green made a motion to adjourn the meeting at 7:25 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.

Park and Recreation Director's Report

October 2017

From the September 2017 meeting:

- I contacted Union Savings Bank about possible funding of all or part of the 2018 summer concert series.
- I let Kent School know that Park and Recreation would follow the rink manager's suggestion to offer open skate followed by sticks and pucks for holiday skating dates this year. I have put the schedule on the Park and Recreation Website.
- I spoke with Cathy Weber of Torrington Area Health District about the Boo Bash and the requirements to sell/serve food at the event and have let the Kent Center School PTO know the procedures to follow for a bake sale and/or to serve food. The PTO has confirmed its responsibilities for the event. I have created a flyer and included the event in the Selectman's October newsletter.

From the director:

After-School Program: We have received payment from another family with a past due balance from the 2016-17 program which leaves just two families for a total of \$110 outstanding. I continue to bill both families. I am attaching the monthly report for the first month of the current school year. The total monthly attendance is 100 students fewer than last school year. We continue to receive registrations, which is positive. I have sent out the first invoices. The program will not meet this month on the 9th, a holiday, and the 18, 19 and 25, early dismissal days. I have a recommendation for hire for a counselor to help out at the program and have placed this on the agenda.

Seniors: The trip to the Knights of Columbus Museum's World War I exhibit was excellent. We had a great tour guide and learned and saw many things about that war. We have a bus to go to a senior supper at New Milford Hospital in October and hope to have a date confirmed for a November trip. The Friday senior lunches are popular with an average of 25 people attending. We partnered with the New Milford VNA to offer a free "Matter of Balance" program Tuesday mornings at the Senior Center.

Budget: I have nothing new to report on the current budget.

Parks: John Grant has been working at Emery Park.

Fee Programs: A new session of Tang Soo Do will start October 23. The new session of Qigong began this week. Instructor Chris Kiely has nine of the 12 students he would like to have for the Tai Chi class, which would start in November. I am working on the figure skating lesson schedule.

Regional Recreation Directors: We met this week and discussed soccer and basketball programs and fee program instructors. I will send out the travel league basketball registration information October 10.

Soccer: Travel teams do not have games on the Columbus Day weekend. I have been applying field paint to the Park and Recreation soccer field weekly. The Boys' U10 team has a home game

scheduled October 21 which is the weekend of the Gilmore Girls' Fan Festival in Kent, and some events are scheduled at Kent Center School that day. I had suggested to the coaches at the start of the season that we play this game away, but they opted to keep it at home. This week the coaches contacted me to suggest that we move the game to South Kent School which we hopefully can do. Soccer pictures were rained out and are rescheduled to October 10 (of course there is rain in the forecast for this day).

Five-Year Capital Plan: We have received the annual Five-Year Capital Plan request information from the Board of Selectmen. This item is on the agenda if the commission has anything it wishes to add to the plan.

Halloween Safety Program: The Kent Lions Club has agreed to co-sponsor this event again with Park and Recreation. I have ordered and received the glow necklaces. I am trying a new vendor this year as the quality of the necklaces last year wasn't the same as in prior years. Kent Resident State Trooper Andrew Fisher and I will hand out the 750 necklaces on Halloween starting at 5 p.m.

Looking ahead ...

- Town Hall offices will be closed October 9 for Columbus Day.



Client: 2142930

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Created on: 10/6/2017

Emery Park
C/O Town of Kent, Bruce Ad
PO Box 678
Kent, CT 06757
Business: 860.927.4627

Bartlett Tree Experts
John Stearns - Representative
25 Plumtrees Road
Suite A
Danbury, CT 06810
Bus. Reg. ID: 0356/05852, NY 05852

Property Address: Emery Park, 42 Segar Mtn. Rd, Kent, CT 06757

The following program is recommended for certain trees and shrubs on your property. In addition to a thorough plant health care program, Bartlett Tree Experts recommends having a qualified arborist inspect your property periodically to assist you in identifying potential risks or hazardous conditions relating to your trees or shrubs. THIS IS NOT AN INVOICE.

To Whom it May Concern: This estimate has been requested by John Grant

Thank you for taking the time to meet with me last Friday about possible work to be done at Emery Park. I have made a proposal below detailing the items we discussed. As I mentioned previously, there are two large Ash trees which are still salvageable in the main field area and one which I do not think is worth treating. If none of these trees are treated they will almost certainly be declining and dying from Emerald Ash Borer over the next few years. I recommend we make a decision shortly on what the long term plan will be for the trees as they become unstable and prone to failure quickly after dying due to this insect.

Please note: for every chargeable job we complete for Emery Park, we would like to donate a similar amount of work at no charge. The items below reflect that plan.

Pest Management

Perform a systemic root flare injection treatment to the following plants to help suppress Emerald Ash Borer.

- Ash located at the left of the downhill driveway
- Ash located at the south edge of the main field, by the grill

Provide 1 treatment at 440.00 per treatment.

Estimated Treatment Date: 5/14/2018.

- Original: \$880.00

Amount: \$440.00

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Tree and Shrub Work

Cut down the declining Ash located at the southern edge of the main field. Leave stump as close to grade as possible. Chip brush and leave large wood clear of the turf areas.

- Judging from the lack of foliage and signs of "blonding" (emerald ash borer damage) at the top of the tree, I do not think this is a good candidate for injection. Removal now will be safer and less expensive than after the tree deteriorates further.

Amount: \$1,584.00

Cut down the dead and leaning Black Birch located at the top of the hill along walking path to the west. Leave stump as close to grade as possible. Chip brush and leave wood clear of path and grass areas.

- Remove the 3 marked trees in the wood chip area previously discussed by John Grant and John Stearns

Amount: \$0.00

Total Amount: \$2,024.00

Additional Information

For your convenience, we have placed the pesticide labels, precautionary statements, material safety data sheets, as well as any pertinent consumer information notices regarding protection of humans, animals, and the environment with respect to your proposed plant health care treatment, on our website at <http://www.bartlett.com/productlabels/> for you to review. When accessing this website, simply go to the listed state in which the proposed treatment will take place, and review any of the information relating to your treatment options. If you have any questions, or if you wish to receive any of the treatment information separately, please contact your local Bartlett office. We will be happy to answer any questions, or provide you with this information on a CD Rom or paper if you prefer.

Please review the information and the terms and conditions attached, which become part of the agreement, and sign and return one copy authorizing the program.

(Customer Signature)

(Date)

(Bartlett Representative - John Stearns)

10/12/2017

(Date)

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* Sales tax added where applicable. Prices are guaranteed if accepted within thirty days.
All accounts are net payable upon receipt of invoice.
Work is done in accordance with ANSI A300 Tree Care Standards.

To access a certificate of liability insurance for Bartlett Tree Experts, please navigate to
<http://www.bartlett.com/BartlettCOL.pdf>

A Job Site Safety Analysis was completed for your property, please contact your arborist for further details.

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BY *J. Dineen*
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