



# Monthly Staff Report February



## FACILITIES

### Miller Richardson

- Fence work 95% completed. Gate needs to be installed, and lawn cleaned up in spring
- Batting cages ordered
- Planning meeting with Vale Soccer X2

### Laidlaw

- Taking summer field reservations
- Coordinating spring dates with Coventry Soccer

### Creaser Park

- Community garden registration opened for returning gardeners in January. 21/21 plot filled – 17 returners and 4 new
- Placed order for port o john – April 1<sup>st</sup>

### Lisicke Beach

- DPW working on expanding kayak rack – adding six more spots

### Patriots Park

- STEAP grant progress report under old business
- Community Building ice dams
- Taking reservation for spring regattas – every Saturday in April
- Placed order for port o john – April 1<sup>st</sup>
- Garden group – focus on area in front of the Senior Center
- Heating issues - Furnace repairs
- Met with UCONN Sailing and UCONN Men's Crew to discuss path forward for new contract

### Millbrook

- Heating issue. Furnace can't keep up with the extremely cold temperatures. AirTemp did maintenance on 1/29. We will need to look at solutions for winters moving forward – can't have the unpredictability with rentals.

## PROTECTED SPACES STEWARDSHIP COMMITTEE UPDATE

- Ordered signs for Williams Preserve, South River Preserve and Riverview Trail Park
- Conservation Commission coordinating with High School Tech Ed teacher to build a replacement picnic table for Mill Brook Park

## MARKETING

- Facebook (January): 15 Posts
- Post with Most Reach: Sour Dough Classes
  - 11,706 Views
  - 90 Reactions
  - 18 shares
- Working on Summer 06238

## PROFESSIONAL DEVELOPMENT

- J. Anderson and M. Yanez attended a CRPA Camp Safety Meeting on January 15<sup>th</sup>.
- L. Munshower attended CRPA Quarterly on 1/22 on zoom – Show Up & Show Off: Making your Agency's Story Stand Out and From Vision to Ribbon Cutting: The Capital Project Playbook

## FINANCE

- FY27 budget proposal submitted to Town Manager on 1/20

## **YOUTH BASKETBALL**

- Inputting scores, paying refs, rescheduling games
- L. Munshower attended last day of instructional and end of season jamboree on 2/7
- J. Anderson printed instructional certificates

## **HIRING**

- Before/ Afterschool – 2 new hires – one started in January – one in February
- Summer positions posted on website
- Gate attendants 10/14 returning – need to hire 1 - 3
- Lifeguards 4/11 returning – need to hire 6 – 7
- Park Maintenance 0/3 returning – need to hire 3 – 4
- Camp Staff: 11/16 returning- need to hire 5 and a lifeguard
- Swim Instructor: need to hire 2

## **RENTALS (January)**

- Millbrook: 18/31 Days – 2 Days with multiple rentals
- Lodge (paid) – 12
- Tours: 2
- Frequently Asked Questions document completed and added to website

## **SPECIAL EVENTS:**

- Someone Special Dance – Friday February 13<sup>th</sup> 6 - 9
- Little League Opening Day 4/25 - attending
- Beaches Opening Weekend – 5/23
- Prevention Day in the Park 6/18 - attending
- Fireworks 6/27 –meeting held on 1/29 – launching new online donation system
- Arts on Main – 8/29

## **REC DAZE**

- Updated parent Handbook. Added toilet training requirements and policy.

## **CAMP**

- Updated parent Handbook. Added toilet training requirements and policy.
- Updating website and registration paperwork
- Registration Opens – March 5<sup>th</sup> – change in registration dates for residents and non residents
- Bi weekly planning meetings
- Finalizing special guests and trips
- Started interviews with returning staff seeking a new position
- Scheduling interviews as applications come in

## **OTHER PROGRAMS**

- Kids Night Out January (18/18)
- CGS BINGO and Craft January (16/16)
- Skyhawks Tots – starts in February – full
- Adult Basketball – new session starts in January and February
- Sour Dough Bread Making Class – offering 3X

## **NEW PROGRAMS FOR 2026**

- April break – half day program (science)
- Adult Summer Soccer
- Halloween on Main – sensory friendly
- Lake Compounce Group Tickets
- December break – half day program
- Garden Club

**COVENTRY PARKS & RECREATION COMMISSION**  
**REGULAR MEETING MINUTES**  
**Thursday, February 12, 2026**

The Coventry Parks & Recreation Commission held a regular meeting on Thursday January 8, 2026, in The Conference Room, at the Town Hall. Jennifer Rodgers called the meeting to order at 6:32pm.

**Members Present:** Jennifer Rodgers, Bev Carlson(zoom), Jillian Miner, Bob Martin, and McKenna Considine

**Members Absent:** Ashlee Pascarelli (provided correspondence)

**Also Present:** Lesley Munshower, Director of Parks & Recreation, Megan Yanez, Assistant Director of Parks and Recreation

**Audience of Citizens:** None

**Acceptance of Minutes:** November 13, 2025 and January 8, 2026

**Motion:** B. Carlson motioned to approve November 13, 2025, meeting minutes as drafted with the change of "drafted edits on existing edits" to read "edits on ordinance document." J. Miner second, voted into affirmative by, J. Rodgers, B. Carlson, B. Martin and J. Miner. Motion passed.

**Motion:** J. Miner motioned to approve January 7, 2026, meeting minutes with the following edits requested by M. Considine, Basketball Report change "plating" to "playing," New Business change "ordnance" to "ordinance" to fix the spelling of "Minor" to "Miner" Throughout the minutes. B. Carlson second, voted into affirmative by J. Rodgers, B. Carlson, B. Martin and J. Miner. Motion passed.

**Correspondence:** None

**Chair's Remarks:** None

**Staff Report:** A staff report was handed out to Commission members, see attached. The report was read to the Commission by L. Munshower and M. Yanez.

- L. Munshower congratulated Coach J. Rodgers and the Middle School Girls Basketball Team for winning the Championship. It is great to see the relationship with CYBA and the Highschool and Middle School teams.
- Vale Soccer- no contract for next fall
- M. Considine spoke to the Garden Project in front of the Senior Center. DPW will be re-grading the garden to help with drainage. Looking for volunteers to help plant native plantings. Planning meeting will be March 5<sup>th</sup>.
- Signs were purchased for parks stating parks are closed at dusk
- Hoping to have a ribbon cutting for the new playscape in Patriots Park June 18<sup>th</sup>
- Camp Registration is opening for Residents March 5<sup>th</sup>, a week prior to non-residents to help get residents off wait lists.
- Summer 06238 Will be in homes in April
- Arts on Main is August 29<sup>th</sup>
- Someone Special Dance registration is down slightly, could be due to holiday weekend.

**Old Business: Patriots Park STEAP Project Update**

- L. Munshower reported the water circulator for Patriots Park was approved by Wetlands Agency. Thank you to EHHD, Rob Miller, Alex Taylor, Todd Penney and Lindsay Beutler. Getting a quote for GZA for installation and it should be in for this season.
- The bid for a new playscape almost done should go out in March with a hopeful ribbon cutting June 18<sup>th</sup>. L. Munshower asked for Commission representation during the bid process, J. Rodgers recommended M. Considine, Commission agreed, M. Considine will represent the Commission.

**New Business:**

- L. Munshower gave an update on Parks and Rec Budge. Asking for general fund support to shift from parks, operations, community events to salaries. This was suggested by the Town Manager and Finance Director.
- L. Munshower gave an update on Lisicke Beach budget with the general fund switch and what that will mean for beach sticker prices. Prices have not increased in several years, minimum wage is increasing every year.
- B. Carlson commented on making sure the drainage at Lisicke will be addressed in the spring.

**Motion:** J. Miner motioned to approve an increase in pricing for beach stickers, first sticker \$30, Second \$15, Senior \$15(50%discount) and guest passes to stay at \$5. J. Miner also requested asking for support from Human Services to provide free or discounted passes to families who qualify. B. Martin second. Voted into affirmative by J. Rodgers, B. Carlson, J. Minor, and B. Martin. Motion passed.

**Adjourn:** With no other business to discuss, Jennifer Rodgers adjourned the meeting at 7:24pm

Respectfully Submitted,

Megan Yanez

**Please note:** These minutes are not official until approved by the Parks & Recreation Commission at the next Parks & Recreation Commission Meeting. Please see the next Parks & Recreation Commission Meeting Minutes for approval or changes to these minutes.