

Community Services & Recreation

DRAFT MINUTES/APPROVED

To: Community Services Commission Members

From: Eileen P. Pettit, Acting Director

Re: Commission Meeting of January 2, 2008

Date: January 3, 2008

Meeting was called to order by Acting Vice-Chairman, Laurie Jean Hannon at 5:30 p.m.

I. Attendance:

Present: Laurie Jean Hannon, Scott Leamon, Judith Mackay, Antoinette Giordano-McKeon, Michael Compare, Frank Kruglik, William Carey, Thomas Balga, Walter Heinig.

Staff: Dan Riccio, Jr. (Secretary), Eileen Pettit-Acting Director.

Janet McCarty attended to oversee; observe and make recommendations to the Commission.

All new members were introduced.

Laurie Jean Hannon was nominated Chairman of the Commission voted by Scott Leamon, seconded by Antoinette McKeon, approved by Committee and so moved.

Antoinette McKeon was nominated Vice-Chairman by Laurie Jean Hannon, seconded by Scott Leamon, approved by Committee, and so moved.

Scott Leamon was nominated Secretary by Antoinette McKeon, seconded by Judy McKay, approved by Committee, and so voted.

Mrs. McCarty stated that we will have 3 or 4 candidates for final review for the position of Director of Community Services. Mrs. McCarty will make final decision of approval. Questions regarding the interviews can be provided to members of sub-committee if needed. The sub-committee will review all applications submitted for the position. The deadline for applications was December 31st, 2007.

II. Acceptance of Minutes:

Laurie Jean Hannon stated that the last meeting was held on December 4th, 2007. The minutes were read from the previous meeting and approved so voted. Laurie also advised the new members at this time if anything needed to be discussed from the previous meeting that they can do so at this particular time.

III. Correspondence:

There is none to discuss.

IV. Director's Report:

Community Services Division:

Eileen advised that for the Christmas Holiday we were able to provide 41 families in need of toys and food and gifts for the Season. We had donations come in on a daily basis. The community was extremely generous this year.

Counseling Department:

They have been very busy in this Department; the Holidays are a hard time for many of their clients they have been working very hard to service their client's needs.

V. Finance Report:

Eileen explained to the new members how she breaks out the budget for each division of the department.

Eileen advised that under the Community Services division is still under budget on every line. The question was posed to her that can it be due to the fact that there are two positions that have not been filled. She did indicate that this would fall under the personnel line but even so, every line is under budget and that going into the New Year we are in good shape.

It was asked of Eileen to clarify for the new members the homemaker line item. She clarified that she is working with the Finance Department to get this changed. The money has been used in the past for events and programs for the Senior Center and it will be eventually changed to read Special Events and Programming.

It was also asked of Eileen to explain the description of the Stiles Fund. She indicated that \$75.00 a month goes to St. John's Church (Stiles Fund), money is used for North Haven residents who cannot afford the hospital bills. Recipients are identified by Staff at Yale Hospital and St. Raphael's Hospital.

Under the Welfare Division, for the new members, we are mandated by the State to handle the moving of items in the eviction process. We become notified by the State Marshall's Office. We use Uncle Bob's Storage and Crosby Moving Services for this. The person has the right to come and collect the items otherwise an Auction of the items is held if they do not make contact.

In regards to the Senior Center we were under budget on every line. Except for the last month under bus maintenance and repair due to the price of gas which is beyond our control and also we needed new tires and brakes when it went through a State Mandated inspection. We are looking to increase this line in the next Budget.

Daycare:

Daycare is a State Grant and it fluctuates due to the fact that maybe we have not received a check as of yet from the State, then once we get payment it gets reimbursed to the General Fund.

Eileen was asked the difference between the Emergency Fund and the Outreach Fund. She explained that the difference between the Emergency Fund is for people in dire need. The outreach fund is for events happening in Town (i.e. walk for heart disease) to help make the event more successful.

Eileen explained Project Graduation to the new members; it is now going to be at Quassy Amusement Park, previously at Sunrise Resort in Moodus. We are working closely with the PTA for more fundraising. The kids are very excited and are really looking forward to it. Nancy Leddy has worked very hard on this Project.

Equipment in general was discussed and everything has been maintained as it should be such as computers, copy machines, however, the question was posed is the Senior Citizen Bus the biggest piece of equipment to maintain?

The bus is leased but still repairs need to be paid for.

Janet McCarty indicated that she had gone to a COG meeting and there is a new bus service starting from North Haven to Branford and North Branford and it will be available to residents and it is handicap accessible, you can call and make a reservation and if you are within $\frac{3}{4}$ of a mile of their route, they will come and pick you up at your house. The cost is \$2.50-it is for seniors and for anyone else. This program has not begun yet.

VI. Old Business:

The Commission decided to meet monthly now, with the exception of July and August. For the new people we previously met every other month but due to the course of events in our Town we felt it needed to meet monthly.

VII. New Business:

Bill Carey suggested that something be done to show the community that the Department is running smoothly. Due to the events that transpired over the past 10 months the public should see how dedicated all staff members are and the good things the department has accomplished.

Scott Leamon was also suggested that different staff members come before the commission and talk about their various duties within the department. This was done in the past and was very helpful to commission members in learning about the department.

VIII. Public Participation:

There is none to discuss.

IX. Adjournment:

Antoinette made a Motion to Adjourn-Seconded by Mr. Heinig, so moved by the Committee. Meeting was adjourned at 6:15 p.m. The next meeting will be held on Monday, February 4th at 5:30 p.m. in Room #1.