

Community Services and Recreation

DRAFT MINUTES/APPROVED

To: Community Services Commission Members

From: Edward J. Swinkoski, Director of Community Services and Recreation

Re: Commission Meeting June 5, 2012

Meeting was called to order at 5:29p.m.

Attendance:

Present: Kristen Brandt, Lou Criscuolo, Marc Fasano, Kim Karlin, Donna Malley, Chris Orris, Krista Polinsky.

Absent: Paul Kottage, Jim Marshall.

Staff: Edward J. Swinkoski, Director of Community Services and Recreation
Nancy Leddy, Youth Services Administrator
Carla Riccio, Secretary

Donna Malley welcomed newly appointed commissioners Kristen Brandt and Kim Karlin. Both commissioners shared a little background about themselves with the commission.

1. Acceptance of Minutes of the Special Meeting held on March 6, 2012:

Chris Orris made a motion to accept the Minutes of March 6, 2012, seconded by Marc Fasano.

2. Correspondence:

None.

3. Old Business:

Child Abuse Awareness Month: Mr. Swinkoski summarized the overview of activities that occurred during the month of April 2012, which included Mike Freda reading a Proclamation observing Child Abuse Prevention at the April 5th Board of Selectmen meeting, with BH Care Prevention Specialist Beth Gaillard presenting at this meeting.

Additionally, a half hour NHTV interview was taped with Mike Freda and DCF representative Tricia Falcone to discuss various aspects of the issue of Child Abuse (what the signs are, what to do, prevention). This segment aired throughout the month of April on NHTV and will continue to run year round. Also, Mr. Swinkoski reported that 30-second educational spots regarding child abuse prevention ran on NHTV throughout the month.

Finally Mr. Swinkoski reported that Child Abuse Prevention signage was placed in two locations: the Community bulletin board on corner of town green (during the first week of April), and on the 4-sided posting board in front of town hall (for the entire month of April). 100 prevention pinwheels were also placed in the ground in front of Town Hall during this time. The Community Bulletin board has already been reserved for the entire month of April 2013 to hang this signage once again.

Outreach Fund: At the February 2012 meeting, Outreach Fund procedures and guidelines were determined and approved by the commission. The guidelines had been determined based upon a request made by a group or organization. However, within recent weeks, Mr. Swinkoski indicated that a couple of requests have come in from individual residents. Ms. Riccio indicated that she was informed by Assistant Director of Recreation, Eileen Pettit that several more of these requests will be coming in soon through the various school social workers.

A lengthy discussion took place among the Commission surrounding various aspects of the utilization of the Outreach Fund for individual requests. Commissioners Marc Fasano and Krista Polinsky both expressed their wishes to see this fund used more for indigent family needs as well as for educational or wellness purposes, and less for group or organization sponsorship requests (as these groups can conduct their own fund raising). Current guidelines as well as income limits were reviewed and award limit options were explored among the group.

The Commission decided that the Outreach Fund Guidelines, as well as process and procedure should be enforced in the same way whether an organization or an individual household makes the request. The following three determinations were made (to be added to the current Outreach Fund guidelines):

1. The award amount would not exceed \$300.00 per household, per calendar year.
2. Requests for utilization of the Outreach Fund must be made through a referral of a school social worker on behalf of the family.
3. An award from the Outreach Fund will not preclude an award from the Emergency Fund.

Krista Polinsky made a motion to accept the guidelines as revised, seconded by Chris Orris. All were in favor.

Certificate of Recognition: In light of the commission's decision at a prior meeting in which they expressed wanting to recognize any group or individual with a certificate of recognition who have done a notable deed in the community, Donna Malley brought up the idea that the Commission also identify a "Person or Organization of the Year" and award them with a Community Services Award plaque.

It was discussed among the commission that a press release could be placed in the local newspapers requesting nominations in October or November 2012. Upon the conclusion of the calendar year, the Commission would review all nominations and make determinations. At the February 2013 meeting, the award recipients would then be honored. A draft of the press release asking for nominations will be reviewed at the September meeting.

Courageous Parenting Workshop: Regarding exploring the idea of offering Courageous Parenting as a mandatory requirement for North Haven High School students who are involved extracurricular activities, Mrs. Malley reported that she spoke with Superintendent Cronin and he is still greatly interested in this idea but has yet been able to find the opportunity to meet to discuss.

4. New Business:

Edward J. Swinkoski, Director of Community Services and Recreation

a. Director's Report

Youth Services:

New Business:

Project Graduation: Upon the request of the commission, Youth Services Administrator Nancy Leddy joined the meeting to present a snapshot of the progress of the planning for this year's Project Graduation, which will be taking place Thursday, June 21, 2012 at Quassy Amusement Park. Tickets are currently being sold during at North Haven High School during all lunch waves. Tickets are \$5 per Senior, \$35 for 1 guest. There are 300 students in this year's graduating class. 6 buses have been reserved.

Mrs. Leddy shared that there will be a Western theme this year. Buses will depart from NHHS at 7pm, and the students have exclusive use of the park until 2am. At that time, students will arrive back at NHHS and enjoy a breakfast sponsored by PTSA. Raffle prizes and breakfast food will be offered.

Mrs. Leddy also discussed the business and parent donations, and indicated that the decrease this year is a reflection of the economy. She reported that \$14,400 has been raised so far for this year's event. Connex Credit Union has agreed to participate for their 5th year, sponsoring \$2,500. Parent donations are down \$1,000 this year, but by applying the Youth Services grant of \$6,250, the donation amount has been exceeded from last year. It is anticipated that ticket sales will yield approximately \$5,000-\$6,000. Mr. Criscuolo asked what the total cost of this event will be, however Ms. Leddy explained that she will be unable to answer that question until they know the total number of attendees for the event. Ms. Leddy also indicated that bus costs have increased \$50.00/bus and food costs have increased \$.50/student.

Mrs. Leddy asked for any members of the commission to consider being a chaperone for the evening, attending the bus departure, as well as welcomed any monetary donations.

In light of this being the 25th year of Project Graduation, Mrs. Leddy indicated that they will be launching a media campaign with the North Haven Citizen. On a related note to media, she shared with the commission that the North Haven High School's SAAD members have created a 30 second prevention public service announcement, which will run at the Rave Movie Theaters in North Haven before each movie from June 29th through July 26th. She directed the commissioners to review this PSA on the NHTV website.

Community Services:

Energy Assistance: Mr. Swinkoski reviewed the statistics from this past energy assistance season. From 10/19/11 – 5/1/12, 200 applications were taken, which is a total of 432 people served this heating season.

The following monetary donations (from February - May 2012) were reported:

Fuel Bank: \$100 from Stevens Woods (2/2012) to benefit the Fuel bank.

Food Bank: \$25.00 from Roseann Warden (2/2012), \$198.00 from Elaine LaVelle in February 2012 and another \$216.00 from Elaine LaVelle in May 2012.

Food Bank Donations: Mr. Swinkoski reported that 71 bags of food were donated to the food bank from February through May 2012. *Food Disbursements included the following:*

February 2012: 153 meals were distributed (17 people)

March 2012: 198 meals were distributed (22 people)

April 2012: 153 meals were distributed (34 people)

May 2012: 108 meals were distributed (12 people)

Daycare:

Mr. Swinkoski indicated that all slots in both the Preschool and School Age programs are filled.

Counseling:

Mr. Swinkoski reported the current open client census at the Center which is approximately 141 clients. He shared some insight into the current staffing issue that the clinic is facing. Upon the return of one full-time counselor returning from maternity leave, another full-time counselor has fallen unexpectedly ill and has already been out on extended sick leave for two months. With a three counselor staff, this shortage has posed several difficulties. The hours of the current temporary staff clinicians have been increased and the attempt is currently being made to recruit additional part-time temporary clinicians, as well as reassess and service the clients as best can be done.

b. Finance Report

Mr. Swinkoski distributed budget reports (ending May 31, 2012) to the Commission for their review.

Community Services: 2012 YTD snapshot of Community Services expenditures:
97.7% of budget expended YTD

Senior Center: 2012 YTD snapshot of Senior Center expenditures:
95.4 % of budget expended YTD

Daycare: 2012 YTD snapshot: Current deficit of \$32,226.69

Emergency Fund (Fund 204): as of 5/31/2012:

Fuel: YTD Balance \$8,499.25

Food: YTD Balance \$10,144.40

Misc: YTD Balance \$36,738.58

Toys: YTD Balance \$1,066.92

Outreach Fund (Fund 304): as of 5/31/2012:

Service Outreach: YTD Balance: \$13,917.44

Project Graduation: YTD Balance: \$30,550.14

5. Public Comment:

None.

6. Adjournment:

Krista Polinsky asked for a Motion to Adjourn, seconded by Kim Karlin. The meeting was adjourned at 6:27p.m.