

Community Services and Recreation

DRAFT MINUTES/APPROVED

To: Community Services Commission Members

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

Re: Commission Special Meeting April 2, 2013

Meeting was called to order at 5:30pm.

Attendance:

Present: Kristen Brandt, Lou Criscuolo, Marc Fasano, Kim Karlin, Paul Kottage, Chris Orris,
Michelle Spader

Absent: Donna Malley

Staff: First Selectman, Michael J. Freda

Edward J. Swinkoski, Director of Community Services and Recreation

Nancy Leddy, Youth Services Administrator

Carla Riccio, Secretary

1. Acceptance of Minutes of the meeting held on March 19, 2013:

Lou Criscuolo made a motion to accept the Minutes of the March 19th, 2013 meeting, seconded by Christine Orris.

2. Correspondence:

Carla Riccio shared with the Commission two pieces of correspondence that was sent on behalf of the Community Services Commission following their decisions of the February 19th meeting's Outreach fund requests. The first letter, dated February 21, 2013 was addressed to Michael Coughlin of the PTSA Road Race Committee, informing them that their request for utilization for Outreach Funds had been denied and explained the reasoning. The second letter, also dated February 21, 2013 was addressed to Linda Powers of Max Sinoway Baseball informing them of the acceptance of the request to sponsor Max Sinoway Baseball for the 2013 season in the amount of \$350.00.

3. Old Business:

Child Abuse Awareness efforts discussion: Carla Riccio reviewed with the Commission the action plan in promoting the Town's support of the second annual observance of Child Abuse Awareness month.

The large sign that reads, "April is Child Abuse Awareness Month; North Haven Stands up for Children" that was created last year has been posted on the Community bulletin board on the Town green and will run the first and last weeks of April (*Posted currently 4/1/13 – 4/7/13 and is schedule again for 4/22/13 – 4/28/13*).

A smaller sign hung on 4-sided posting board in front of town hall and will hang for the entire month of April.

Another 100 pinwheels have been placed in the ground in front of the Main Town Hall Building. The "pinwheel garden" includes a sign affixed into the ground that reads, "These Pinwheels Represent Our Commitment to Happy, Healthy and Safe Childhoods." These pinwheels will remain in front of the Town Hall for the duration of the month.

Flyers and a double sided information card outlining helpful tips and contact phone numbers surrounding child abuse prevention has been created and has been distributed to many locations in town including: Memorial

Town Hall building, the First Selectman's office, the Town Hall Annex building, the Board of Education offices, the Community Services office, Community Services Daycare, Moppet Minders Nursery School, the Recreation Center office, Senior Center, Library, North Haven Police Department, American Legion Post 76, the post office and the various schools (Clintonville, Green Acres, Montowese, Ridge Road, North Haven Middle School and North Haven High School). These information cards will be made available year round.

4. New Business:

1. *Project Graduation:* Youth Services Administrator Nancy Leddy was present to seek the opinion of the Commission regarding the potential of increasing the price of tickets for this year's Project Graduation. Mrs. Leddy reviewed the expenses associated with the event itself as well as the current ticket prices for students and their guests. \$55.50/student at Quassy.

While the ticket price for Seniors has \$5.00 for the last handful of years, Mrs. Leddy suggested that the ticket price be increased to \$10.00 and wished to hear the opinion of the Commission. After a lengthy discussion and review of the variable of figures, Chris Orris made a motion to increase the Project Graduation ticket price to \$10.00 per Senior, seconded by Paul Kottage. All were in favor. Guest tickets (\$35.00/each) will remain unchanged.

2. *Review of nominations for Community Services Recognition Award:* Upon the March 29, 2013 deadline, seven nominations were received. Upon these submissions, a total of two organizations (American Legion Post #76 and Father James F. Donaher Council 3733 of the Knights of Columbus) and two individuals were nominated (Danny Perrotto, Larry Lazaroff). While the commission previously agreed that a minimum of five individuals as well as a minimum of five organizations must be submitted in order to proceed with awarding these recognition awards, they felt they would still like to proceed with review and selection of the nominees. Upon review of the nomination applications and a lengthy discussion, by majority vote, the Commission selected Danny Perrotto as the individual recipient of the Community Services Recognition Award and American Legion Post #76 as the recipient organization of the Community Services Recognition Award. Carla Riccio will contact each recipient to inform them of their award and invite them to the June 4th meeting where they will receive their certificate of recognition.

3. *Review of PTSA Scholarship Committee Request:* The North Haven PTSA Scholarship Committee submitted a request for financial awards to qualified students in the Class of 2013. After a discussion among the commission, Kim Karlin made a motion to approve the scholarship request in the amount of \$500.00, seconded by Lou Criscuolo. All were in favor.

a. Director's Report:

Edward J. Swinkoski, Director of Community Services and Recreation

Energy Assistance: Mr. Swinkoski reported that the energy assistance season for oil applicants concluded on March 1st. 2013, however applicants who heat with gas or electric are still welcome to apply until May 1st, 2013. Over 230 applications have been taken and processed since the start of the energy season (September 15th, 2012).

February 2013 / March 2013 Monetary Donations to Food Bank: Mr. Swinkoski reported the following donations: Stevens Woods: \$100.00, Pine Grove Men's Club: \$10.00, and two \$100.00 donations made in memory of resident Sal Giaimo.

Food Donations: Mr. Swinkoski reported that a total of 15 bags of food were donated throughout February 2013 and March 2013. Additionally, 315 meals were distributed (= 35 people) in February 2013 and 207 meals were distributed (=23 people) in March 2013.

Easter Basket Distribution: Mr. Swinkoski reported that 15 Easter baskets were donated by resident Frank Perrotti. Baskets were distributed to those families in need this season.

Youth Services:

Drug Free Communities Grant: The grant application is complete, and mailed in a timely fashion to honor the March 22nd deadline. Award notification will be in August 2013. If awarded, the grant would provide the Town \$125,000 a year for 5 years.

Workforce Alliance: Orientation for Summer Employment will be April 10, 2013 at the Workforce Alliance.

Daycare:

Mr. Swinkoski reported the current enrollment in both Daycare Programs. Preschool currently have 15 children (all slots are filled). All School Age slots are filled with a capacity of 30 children. 5 children are currently on the waitlist.

b. Finance Report:

Mr. Swinkoski distributed budget reports for (ending March 31, 2013) to the Commission for their review and welcomed any questions.

Community Services: YTD snapshot of Community Services expenditures:
Approximately 4% over budget.

Welfare: YTD snapshot of Welfare expenditures:
Substantially under budget (34% expended YTD).

Senior Center: YTD snapshot of Senior Center expenditures:
Approximately 5% over budget.

Additionally, reports of the Daycare, Emergency Fund (Fund 204) and the Outreach Fund (Fund 304) (ending March 31, 2013) were also distributed to the Commission for their review.

Emergency Fund (Fund 204): as of 3/31/2013:

Fuel: YTD Balance \$12,668.71

Food: YTD Balance \$13,374.91

Misc: YTD Balance \$37,079.58

Outreach Fund (Fund 304): as of 3/31/2013:

Service Outreach: YTD Balance: \$8,560.44

Project Graduation: YTD Balance: \$24,659.14

3. Public Comment:

None.

4. Adjournment:

Paul Kottage made a Motion to Adjourn, seconded by Kim Karlin. The meeting was adjourned at 6:28p.m. The next meeting will take place on Tuesday, June 4, 2013 at 5:30pm.