

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, December 2, 2014

Meeting was called to order at 5:30pm.

Attendance:

Present: Kristen Brandt, Marc Fasano, Carole Franceschet, Kim Karlin, Donna Malley,
Chris Orris, Michelle Spader

Absent: Ron Bathrick, Paul Kottage

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

1. Acceptance of Minutes of the meeting held on October 7, 2014:

Michelle Spader made a motion to accept the Minutes of October 7, 2014 as corrected, seconded by Kim Karlin.

2. Correspondence:

None.

3. Old Business:

a. Director's Report:

Edward J. Swinkoski, Director of Community Services and Recreation

Community Services:

Energy Assistance: Since the start of energy assistance season (October 1, 2014), Mr. Swinkoski reported that that 177 applications have been taken and processed. Appointments for North Haven residents are available on Mondays (1-4pm) and Tuesdays (9am-12pm) in the Community Services office, located in the Town Hall Annex Building, 5 Linsley St.

Fuel Bank Monetary Donations: A donation of \$500.00 was made by the North Haven Congregational Church in November.

Food Bank Monetary Donations: Mr. Swinkoski reported the following donations for November: \$609.00 from Pond Hill Baptist Church towards the purchase of 40 turkeys, \$200.00 from Skyway Roofing, \$30.00 from Linda Monahan, \$25.00 from Phyllis Morra, \$20.00 from Claudia Muehlfeld, and three \$20 Shop Rite gift cards from Mikki Zumbo, Grand Matron of Mystic Chapter #20, The Order of Eastern Star.

Food Donations: Mr. Swinkoski reported that 3 bags of food were donated in October 2014. In November 2014, he reported 24 bags and 12 boxes of food were donated. Additionally, 72 frozen pies were obtained (12 donated, 60 purchased) in November. 34 turkeys were donated (20 from the

American Legion Post #76 and 14 from private residents (3 of which were donated by Commissioner Ron Bathrick).

Food Disbursements: Mr. Swinkoski reported that 504 regular meals were distributed (56 = families) in October. And in November, 459 regular meals were distributed (51 = families) outside of the Thanksgiving meal distribution.

2014 Holiday Season of Giving: Thanksgiving food distribution took place on Monday, 11/24 from 1-4pm. Mr. Swinkoski shared with the Commission that 72 families received Thanksgiving food (compared to 65 households in 2013). Christmas food distribution will take place Monday, 12/15 from 1-4pm. Residents began signing up on Monday. 70 households are anticipated.

Toys selection: Residents have begun scheduling their toy selection appointments. Distribution will take place from Monday 12/15 through Friday 12/19 from 9am-4pm. Mr. Swinkoski reported that 26 families have already signed up (compared to 3 at this time last year). 50-65 households are anticipated. Mr. Swinkoski reviewed the details of the program. Private appointments will be available in 30 minute increments for residents. The program is intended for income eligible North Haven families with children ages 18 and under. Limit set at 5 gifts maximum per child. Families must present proof of residency and complete a one page application upon arrival.

Toys for Tweens Update: Mr. Swinkoski shared with the Commission that Mrs. Gagliardi has reported a strong response in donations thus far. Many gift items have been donated to various drop off locations in Town, as well as some items arriving at the Community Services office.

4. New Business:

b. Finance Report:

Mr. Swinkoski distributed budget reports for (ending November 2014) to the Commission for their review and welcomed any questions.

Community Services: YTD snapshot of Community Services expenditures:
40% of budget expended YTD.

Welfare: YTD snapshot of Welfare expenditures:
29.9% of budget expended YTD.

Senior Center: YTD snapshot of Senior Center expenditures:
36.9% of budget expended YTD.

Additionally, reports of the Emergency Fund (Fund 204) and the Outreach Fund (Fund 304) (ending November 2014) were also distributed to the Commission for their review.

Outreach Fund (Fund 304): as of 11/30/2014:

Service Outreach: YTD Balance: \$1,695.19. \$2,300 spent YTD.

Project Graduation: YTD Balance: \$16,785.28

Emergency Fund (Fund 204): as of 11/30/2014:

Food: YTD Balance \$12,487.16

Fuel: YTD Balance \$1,628.48

Misc: YTD Balance \$35,306.35

Toys: YTD Balance \$972.36

5. Public Comment:

None.

6. Adjournment:

Marc Fasano made a Motion to Adjourn, seconded by Carole Franceschet. The meeting was adjourned at 5:50p.m. The next meeting will take place on Tuesday, January 6, 2015.