

Community Services and Recreation  
DRAFT MINUTES/UNAPPROVED

To: Community Services Commission Members

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

Re: Commission Meeting, May 5, 2015

Due to lack of quorum, the meeting was not officially called to order, however began at 5:39pm.

Attendance:

Present: Ron Bathrick, Marc Fasano, Carole Franceschet, Chris Orris.

Absent: Kristen Brandt, Paul Kottage, Donna Malley, Michelle Spader.

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

1. Acceptance of Minutes of the meeting held on March 3, 2015:

Due to lack of quorum, acceptance of the minutes of the meeting held on March 3, 2015 is scheduled to be made at the next meeting on September 1, 2015.

2. Correspondence:

None.

3. Old Business:

a. Director's Report:

*Edward J. Swinkoski, Director of Community Services and Recreation*

No old business to report.

4. New Business:

*a. Review of nominations for Community Services Recognition Award:* The deadline for residents to submit nominations was originally March 31, 2015. Due to the lack of response, the deadline was extended to May 5, 2015. Unfortunately not a single nomination was submitted. Mr. Fasano indicated that these awards would be tabled for the year. Discussions regarding this award will begin in January 2016.

The Community Services Recognition awards are to recognize and honor one North Haven resident as well as one North Haven company (or organization) for their contributions/ services to the North Haven community during the past year.

*b. Review of Current Emergency and Outreach Application Guidelines:* Copies of the current Federal Poverty guidelines (observed by CAA for CT Energy Assistance Program) were distributed. Copies of the Town's current Emergency and Outreach applications were also distributed for the Commission's review. The applications currently mirror CT's CHAP Program (Contingency Heating Assistance Program). A discussion also took place regarding the current asset guidelines.

Due to lack of quorum, Mr. Fasano indicated that both income and asset guidelines will be reviewed for potential modification at the September 1, 2015 meeting.

Community Services:

*Energy Assistance:* The energy assistance season concluded on May 1<sup>st</sup>. Mr. Swinkoski reported 248 applications were taken this energy season (10/1/14-5/1/15) compared to 310 last season.

*Fuel Bank Monetary Donations:* Mr. Swinkoski reported the following donations for April 2015: \$20.00 from Liberty Community Church

*Food Bank Monetary Donations:* Mr. Swinkoski reported the following donations for March 2015: \$222.00 from Quinnipiac University; no donations in April.

*Food Donations:* Mr. Swinkoski reported Mar: 26 bags of food were donated in March 2015 and 15 bags, 14 boxes of food were donated in April 2015.

*Food Disbursements:* Mr. Swinkoski reported that 369 meals (41 people) were served in March 2015. 234 meals (26 people) were served in April.

b. Finance Report:

Mr. Swinkoski distributed budget reports for (ending April 2015) to the Commission for their review and welcomed any questions.

*Community Services:* YTD snapshot of Community Services expenditures:  
88.6% of budget expended YTD.

*Welfare:* YTD snapshot of Welfare expenditures:  
42.4% of budget expended YTD.

*Senior Center:* YTD snapshot of Senior Center expenditures:  
70.2% of budget expended YTD.

Additionally, reports of the Emergency Fund (Fund 204) and the Outreach Fund (Fund 304) (ending April 2015) were also distributed to the Commission for their review.

***Outreach Fund (Fund 304): as of 4/30/2015:***

Service Outreach: YTD Balance: \$1,505.19. \$2,490 spent YTD.

Project Graduation: YTD Balance: \$16,317.28

***Emergency Fund (Fund 204): as of 4/30/2015:***

Food: YTD Balance \$10,539.13

Fuel: YTD Balance -\$1,777.78

Misc: YTD Balance \$34,920.27

Toys: YTD Balance \$772.36

5. Public Comment:

None.

6. Adjournment:

The meeting was adjourned at 5:59p.m. The next meeting will take place on Tuesday, September 1, 2015.