

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, September 1, 2015

Meeting was called to order at 5:32pm.

Attendance:

Present: Ron Bathrick, Marc Fasano, Carole Franceschet, Kristen Brandt, Paul Kottage,
Donna Malley, Michael Nappe, Chris Orris & Michelle Spader.

Staff: First Selectman, Michael J. Freda

Edward J. Swinkoski, Director of Community Services and Recreation

Carla Riccio, Secretary

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

Michelle Spader noticed a minor error in the March 3rd meeting minutes. Acceptance of the minutes from the January 6, 2015 meeting was listed as 2014. Mrs. Spader made a motion to accept the Minutes of March 3, 2015 as corrected, seconded by Carole Franceschet. All were in favor.

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:

Marc Fasano welcomed newly appointed commissioner, Michael Nappe. Mr. Nappe introduced himself to his fellow commissioners and provided a little bit of his background. All commissioners warmly welcomed him.

a. 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). The purpose of the review of these guidelines was to ensure that the most qualified candidates receive the assistance as the funds are slowly diminishing.

After a thorough discussion regarding the current asset guidelines, the Commission decided that the current income limits remain the same, however the asset limits be reduced by 50% (\$5,000 limit for homeowners; \$3,500 limit for renters). Additionally, the Commission decided to revise that required

documentation include 3 rolling months of bank statements from the date of application (formerly one month).

Kristen Brandt made a motion that the asset limits be reduced by 50% (\$5,000 limit for homeowners; \$3,500 limit for renters), in addition to requiring 3 months of bank statements, seconded by Chris Orris. All were in favor.

Fall Coat Drive: A flyer was distributed promoting a Fall Coat Drive organized by Corinthian Lodge #63 and North Haven Stop and Shop. The flyer indicated that residents can drop off any unused or unwanted coats at North Haven Stop and Shop, North Haven Masonic Lodge, or the Community Services office in the Town Hall Annex Building, during their normal operating hours. Coats will be collected from September 7th through September 30th. Distribution day of these collected coats will take place on Saturday, October 3rd from 9am-2pm at the Corinthian #63 Lodge, located at 30 Church St., North Haven, CT. Any North Haven resident is welcome to stop in and select a coat. Any coats remaining at the conclusion of the drive will be directly delivered to the Veterans of America. Kristen Brandt suggested that the wording “proceeds” be changed to remaining coats. Marc Fasano encouraged commissioners to help spread the word.

Community Services:

Energy Assistance: Mr. Swinkoski announced that the 2015-2016 energy assistance season will be starting Monday, October 5th.

A press release will be going out to the media soon that residents will be welcome to schedule their appointments to apply. Appointments will be available on Mondays (1-4pm) and Tuesdays (9am-12pm) in the Community Services office, located in the Town Hall Annex Building, 5 Linsley St. This service is available by appointment for North Haven residents. As a courtesy to current counseling clients, energy appointments will be scheduled around client’s counseling appointments.

Outreach Assistance Applications: Mr. Swinkoski reported that from May through August 2015, 9 households applied for outreach assistance. 7 households qualified and were awarded assistance to pay for various recreational programs including playground programs and school supplies. A total of \$1,450 was awarded through the Outreach Fund.

Food Bank Monetary Donations: Mr. Swinkoski reported a donation of \$200.00 was received from Apex Pharmacy.

Food Donations Mr. Swinkoski reported that in June 2015, 1 box and 17 bags of food were donated, in July 2015, 17 bags of food were donated, lastly 2 boxes & 5 bags of food donated were donated in August.

Food Distribution: Mr. Swinkoski reported that 31 people (279 meals) were distributed in June 2015, 38 people (342 meals) were served in July 2015 and 28 people (252 meals) were distributed in August 2015.

Fuel Bank Monetary Donations: Mr. Swinkoski reported a donation of \$5000.00 received from North Haven Grange #35 in June 2015. Additionally, \$500.00 from North Haven Congregational Church was received in July 2015.

Commodity Supplemental Food Program (CSFP): Mr. Swinkoski shared a draft of a press release soon to be going to the papers announcing a new program entitled the Commodity Supplemental Food Program (CSFP). This program works to help improve the health of low-income persons 60 years of age (and older) by supplementing their diets with nutritious food products.

Qualified North Haven candidates will receive a monthly food package with an estimated value of approximately \$50.00. This program will be limited to the first 25 eligible applicants. All other qualified applicants will be placed on a waiting list. Eligibility Requirements will apply. An information session will take place at the North Haven Senior Center located at 189 Pool Road on Monday, October 26th at 10am. The commission reviewed this release and made a minor revision upon the suggestion by Kristen Brandt. Food will be delivered to and distributed from the North Haven Senior Center each month where recipients will be able to pick up their box of food.

Toys for Tweens: Ms. Riccio shared with the Commission that resident Terry Gagliardi plans on heading up this initiative once again this year. She will begin speaking to businesses in Town for their willingness to participate.

Youth Services:

Mr. Swinkoski announced that the next Prescription Medication Takeback sponsored by the DEA will take place on September 26th from 8:00am to 12:00pm at Fire Headquarters. DEA will once again be responsible for the disposal of these medications following the event.

b. Finance Report:

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

Community Services: YTD snapshot of Community Services expenditures:
17% of budget expended YTD (\$131,378.69)

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

Outreach Fund (Fund 304): as of 8/31/2015:

Service Outreach: YTD Balance: \$55.19

Project Graduation: YTD Balance: \$14,343.66

Mr. Swinkoski indicated there is still an outstanding bill for Quassy Amusement Park, which once paid, will reduce this balance by \$7,000.

Emergency Fund (Fund 204): as of 8/31/2015:

Food: YTD Balance \$9,465.64

Fuel: YTD Balance \$2,708.22

Misc: YTD Balance \$34,795.27

Toys: YTD Balance \$772.36

5. Public Comment:

None.

6. Adjournment:

The meeting was adjourned at 6:08p.m. The next meeting will take place on Tuesday, October 6, 2015.