

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, March 1, 2016

Meeting was called to order at 5:32pm.

Attendance:

Present: Ron Bathrick, Kristen Brandt, Carole Franceschet, Donna Malley, Michael Nappe, Chris Orris, Michelle Spader

Absent: Marc Fasano

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

1. Acceptance of the Minutes of Meeting held on January 5, 2016:

Michael Nappe made a motion to accept the Minutes of January 5, 2016, seconded by Donna Malley.

2. Correspondence:

Mr. Swinkoski shared an email dated March 1, 2016, which had been sent to First Selectman Michael Freda, Edward J. Swinkoski and Carla Riccio from Chair Marc Fasano announcing his resignation to the Community Services Commission. His resignation would be effective immediately. Marc Fasano strongly endorsed Vice Chair Ron Bathrick to assume the role as Chair for the Commission.

Mr. Swinkoski indicated that Mr. Freda will be asked to attend the next meeting in May in order to entertain nominations for the now vacant Chair position.

Vice Chair Ron Bathrick stepped in to chair the meeting.

3. Old Business:

Ron Bathrick brought up a few orders of old business including utilizing the Town Facebook page to promote the Toy Bank as well as moving the inventory of food items which have reached their "sell by" dates.

Use of Town Facebook to promote Toy Bank: Ms. Riccio indicated that she posted to the Town Facebook page as well as the local newspapers to promote the year round toy bank. She successfully gave away all of the remaining bikes to North Haven families in need. Additionally, she was pleased to share that they had found North Haven families who were very happy to take the food items that had reached the "sell by" dates.

Food Bank: Ms. Riccio shared how well their new Food Bank administrator Kim Bracale has been doing in her role updating and organizing the food room. Mr. Bathrick once again offered his support in the event Kim needed any assistance. Ms. Riccio indicated that currently they were all set, however

following the food drive they would be hosting in June, they anticipate having a need in putting all of the goods away.

Project Graduation: Mr. Bathrick shared with the Commission the involvement that he has taken on in this year's Project Graduation. This will be Nancy Leddy's final year and Mr. Bathrick is getting involved to see how they can move ahead with the program in the future. He plans to develop stronger relationships with the High School to see how they can better partner together, open up avenues of event support, explore new event locations, and explore fundraising ideas. Mr. Bathrick thanked Nancy Leddy for all of her hard work in running the program for all the years that she had.

a. Director's Report:

Edward J. Swinkoski, Director of Community Services and Recreation

4. New Business:

a. Director's Report

Community Services:

Nominations for Fourth Annual Community Services Recognition Award: The Commission discussed the details surrounding this year's recognition award. Nominations are now being accepted to recognize and honor one North Haven resident (over the age of 18), one North Haven youth (18 and under) as well as one North Haven company (or organization) for their contributions/ services to the North Haven community during the past year.

A draft of the press release and nomination form was distributed to the commissioners.

This year in order to expand the pool of candidates, based on the unanimous vote at the October 2015 meeting, the Commission has been extended the ability to nominate candidates as well. Mr. Bathrick feels that it's the commission's responsibility for each commissioner to nominate at least one candidate. A discussion ensued among the commissioners and each identified a candidate for whom they would formally submit a nomination.

The deadline to submit nominations will be March 31, 2016. All nominations will be reviewed at the May 3, 2016 meeting. The winning individuals and group will be recognized by the Community Services Commission at the September 6, 2016 meeting.

Child Abuse Awareness Month 2016: Is scheduled for April 1-30th. In the Town's 5th annual observance of Child Abuse Awareness Month in April, here is the summary of the efforts put forth this year.

The large sign that reads, "*April is Child Abuse Awareness Month; North Haven Stands up for Children*" will once again be posted on the Community bulletin board on the Town green and will run the first and last weeks of April.

Another 100 pinwheels will once again be placed in the ground in front of the Main Town Hall Building. This "pinwheel garden" includes a sign affixed into the ground that reads, "*These Pinwheels Represent Our Commitment to Happy, Healthy and Safe Childhoods.*"

Energy Assistance: Mr. Swinkoski reported that since start of energy assistance season (10/1/15), 161 applications have been taken and processed. Deadline to apply for oil is March 15, 2016. The last day to apply for Gas of Electric is May 1, 2016.

Fuel Bank Monetary Donations: Mr. Swinkoski reported the following donation during the months of January and February 2016: \$2,250.00 – St. John’s Episcopal Church

Food Bank Monetary Donations: Mr. Swinkoski reported the following donation during the months of January and February 2016: \$100.00 – Dorothy Lucas

Food Donations: Mr. Swinkoski reported that in January 2015 North Haven Congregational Church split a large donation that they received on February 26th. We received 44 cases of dry goods including: taco shells, *Suddenly Salad* pasta mixes and granola bars. Additionally, Dr. Thomas Holmes from Whitney Avenue Church of Christ in Hamden donated 8 large bags of food.

Food Distribution: Mr. Swinkoski reported that 28 households came in for food in January 2016. And 23 households came in for food in February 2016.

‘Summer Snacks’ Food Drive: Mr. Swinkoski reported that a Summer snacks food Drive will be held on the weekend of June 4th and 5th in front of Stop and Shop. The goal is to collect a variety of kid friendly foods and snacks that they can enjoy over the months during their summer vacations.

Youth Services:

Project Graduation: Mr. Swinkoski reported that plans for Project Graduation 2016 are moving forward. Barring no additional snow days, Project Graduation will be June 14, 2016.

Prescription Medications Takeback: The next Prescription Monitoring Program sponsored by the DEA and the Town of North Haven’s Substance Abuse Action Council (SAAC) will take place on Saturday, April 30, 2016. The event will take place at Fire Headquarters from 8:00am to 2:00pm.

b. Finance Report:

Mr. Swinkoski distributed budget reports for (ending February 2016) to the Commission for their review and welcomed any questions.

Community Services: YTD snapshot of Community Services expenditures:
71% of budget expended YTD.

Welfare: YTD snapshot of Welfare expenditures:
37% of budget expended YTD.

Senior Center: YTD snapshot of Senior Center expenditures:
58% of budget expended YTD.

Additionally, reports of the Emergency Fund (Fund 204) and the Outreach Fund (Fund 304) (ending February 2016) were also distributed to the Commission for their review.

Outreach Fund (Fund 304): as of 2/29/2016:

Project Graduation: YTD Balance: \$7,083.66

Emergency Fund (Fund 204): as of 2/29/2016:

Food: YTD Balance \$8,645.64

Fuel: YTD Balance \$3,963.60

Misc: YTD Balance \$34,192.11

Toys: YTD Balance \$772.36

6. Public Comment:

None.

7. Adjournment:

Donna Malley made a motion to adjourn at 6:15p.m., seconded by Christine Orris. The next meeting will take place on Tuesday, May 3, 2016.