

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, January 8, 2019

Meeting was called to order at 5:28pm.

Attendance:

Present: Ron Bathrick, Wayne Lavender, Donna Malley, Michael Nappe, Kim Rossi, Chris Orris.

Absent: Kristen Brandt, Michelle Spader, Robin Wilson

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

Ron Bathrick gave a warm welcome to new commissioner, Rev. Wayne Lavender, who will be taking the place for former commissioner Carole Franceschet.

1. Acceptance of the Minutes of Meeting held on December 4, 2018:

Michael Nappe made a motion to accept the Minutes of December 4, 2018, seconded by Donna Malley.

2. Correspondence:

None.

3. Old Business:

*2018 Holiday Season of Giving Recap:* Ron Bathrick applauded the Community Services staff for another job well done this holiday season. It was reported that both the food and toy distributions were very successful.

4. New Business:

a.) Director's Report:

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

Community Services:

*Energy Assistance:* Since start of energy assistance season (10/11/18), Mr. Swinkoski reported that 153 (129 at this time last year) applications have been taken and processed. The deadline to apply for oil is 3/15/19. The last day to apply for gas of electric is 5/1/19.

*Food Bank Monetary Donations:* Mr. Swinkoski reported the following donations for December: \$200.00 from Melinda Lincoln, \$188.00 from Jennifer Caldwell of Caldwell Banker (from the 12/2/18 Tree Lighting event) and \$100.00 from David Robinson \$100.00.

*Toy Bank Monetary Donations:* Mr. Swinkoski reported the following donations for December: \$300.00 from Melinda Lincoln. Additionally the following donations were received for the *Toys for Tweens Program*: \$70.00 from Mark Shiley and \$150.00 from Five Below (plus \$108.04 collected from an in-store promotion).

*Food Donations:* Mr. Swinkoski shared with the Commission some of the generous donors who provided food in varying amounts for the 2018 Holiday Food distribution. Donors included Pro-Klean Cleaning and Restoration Services (15 hams), O.F. Mossberg & Sons (15 hams), North Haven Hockey, CavComm, Democratic Town Committee, Praxair Surface Technologies, World Champion Tae Kwon Do, Andy Fierlit on behalf of 10 residents from Village on State St., resident Mike Fazio (10 hams) and Kayla Adams.

*Holiday food distribution:* Took place Thursday 12/20/18 from 12-2pm. Mr. Swinkoski shared with the Commission that 74 families signed up for holiday meals (turkeys, hams, meal trimmings) compared to (50 in 2017). 13 families did not show on distribution day to pick up their food.

*Holiday toy selection* took place by appointment from Monday, December 10<sup>th</sup> through Friday, December 14<sup>th</sup> from 9am-4pm. 45 families took part this year (compared to 54 households in 2017 and 66 families in 2016). Of the 45 families, 9 were new families. 23 families/organizations donated to the distribution this year (compared to 35 in 2017).

#### Daycare:

Mr. Swinkoski reported that all 15 preschool slots are filled with none on the waiting list. Additionally, 29 out of 30 school age slots are filled, with none on the waitlist.

#### Counseling:

*Current census:* Mr. Swinkoski reported that the current client caseload is approximately 209 active clients. North Haven Counseling received 6 new referrals for counseling services during the month of December. There was 1 discharge during the month of December.

#### b.) Finance Report:

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

Mr. Swinkoski distributed budget reports for Community Services, Welfare and Senior Center (ending December 2018) to the Commission for their review and welcomed any questions. 48.8% of the overall budget has been expended YTD.

Additionally, reports of the Emergency Fund (Fund 204) and the Outreach Fund (Fund 304) (ending December 2018) were also distributed to the Commission for their review.

5. Public Comment:

None.

6. Adjournment:

Christine Orris made a motion to adjourn, seconded by Kim Rossi. The meeting was adjourned at 5:45pm. The next meeting will take place on Tuesday, March 5, 2019.