



**UNAPPROVED MEETING MINUTES FOR THE
COMMUNITY SERVICES COMMISSION REGULAR MEETING HELD
VIA ZOOM
TUESDAY, JANUARY 5, 2021**

DRAFT MINUTES/UNAPPROVED

A meeting of the Community Services Commission was held via Zoom on Tuesday, December 1st. The meeting was called to order at 5:34pm.

Attendance:

Present: Ron Bathrick, Kristen Brandt, Donna Malley, Michael Nappe, Chris Orris, Kim Rossi, Michelle Spader, Robin Wilson.

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

Staff: Carla Picard, Secretary

1. Acceptance of Minutes of the meeting held on October 6, 2020 meeting:

Robin Wilson made a motion to accept the Minutes of October 6, 2020, seconded by Donna Malley.

2. Correspondence:

None.

3. Old Business:

None.

4. New Business:

a. Director's Report:

No official report given, however Mrs. Picard reviewed several items upon the Commission's inquiry.

COMMUNITY SERVICES:

Energy Assistance: The 2020-2021 energy assistance season started on **Tuesday, October 6th, 2020**. 152 applications have been completed season to date (compared to 153 last season). Appointments are booked through the second week in December. For the safety of the residents and the safety of Town staff, Community Services has been conducting phone appointments on Tuesdays and Wednesdays from 9am-12pm. Clearly marked pick up and drop off boxes are located outside of the Town Hall Annex building. All paperwork for signature and required documents are being facilitated via these boxes following the residents' phone appointments.

2020 Thanksgiving Curbside Food Distribution: Thanksgiving curbside food pickup took place on Tuesday, November 24th. Residents were asked to pull through the front circle of Recreation. They were checked in, then simply drove up and popped their trunk. CS staff and volunteers placed a turkey, a preassembled bag of traditional Thanksgiving food and a pie into the vehicle.

82 families received Thanksgiving food this year (compared to 77 last year).
(87 signed up, 5 no shows)

2020 Holiday Curbside Food Distribution: Curbside food pickup took place on Tuesday, December 22nd. Residents were asked to pull through the front circle of Recreation. They were checked in, then simply drove up and popped their trunk. CS staff and volunteers placed their choice of ham or turkey, a preassembled bag of traditional Thanksgiving food and a pie into the vehicle.

94 families received Holiday food this year (compared to 68 last year).
(107 signed up, 13 no shows)

2020 Holiday Gift Card Pickup: Community Services distributed gift cards by appointment to eligible households this holiday season. Gift card pick-up appointments took place from **Monday, December 14th through Wednesday, December 16th**. The usual registration requirements applied. Parent(s)/guardians were able to select up to three \$10 gift cards for every child (18 and under) living in the home.

44 families (86 children served) participated in the holiday toy selection program this year.
Compared to 47 families (102 children served) last year.

5. Public Comment:

None.

6. Adjournment:

Michele Spader made a Motion to Adjourn, seconded by Kim Rossi. The meeting was adjourned at 6:05p.m.

The next meeting will take place on Tuesday, March 2, 2021.