

SEYMOUR RECREATION COMMISSION
AMENDED & APPROVED MINUTES AS OF 7/28/10

REGULAR MEETING

MAY 26, 2010

COMMUNITY CENTER

The meeting was called to order at 7:01 PM by Vice Chairperson, Lisa Andrezejewski.

MEMBERS PRESENT: Jennifer Harkey – Lisa Andrzejewski – Glenn Green – Joe Falcha (7:25)
Gary Bruce - Jack Ahearn, Director, Missy Orosz, PT Associate Director.

MEMBERS ABSENT: Christine Battis – Joe LaRovera

A motion was made by Jennifer and seconded by Gary to have Public Comment later in the meeting to accommodate Joan Gee. All in favor, motion carried.

APPROVAL OF MINUTES:

A motion was made by Lisa and seconded by Jennifer to accept the minutes of April 28, 2010 once amendments are made and recorded. All in favor, motion carried.

Amended minutes will be emailed to the Town Hall later this week.

TREASURER’S REPORT: No report was available. Jack will email the printout report to members as soon as he gets them from the Town Hall.

PUBLIC COMMENT: Joan Gee, Chairperson of the Commission on Aging had questions regarding ways seniors in town use the Community Center. Jack explained that the Senior Center usually handles senior activities but that several seniors walk in the gym in the mornings. All mail into the Community Center goes to the Senior Center. Jack retrieves Recreation Department mail from Lucy. Missy explained the daytime activities and various daytime programs presently offered, stating that the seniors are welcome in any of the programs offered that are not for toddlers or specific aged children. The Recreation Department and Senior Center have always communicated with each other as to activities going on, in case someone enters the building asking about programs that either group is running. Jack leaves notes on his door if he is out of the office for any reason.

DIRECTOR’S REPORT:

-Cougar’s Den – May 28th – 6th grade night
June 11th – 6th grade night

June 4th -7th & 8th grade night
June 18th- townwide 5th grade night

-Spring Programs – Sports Mania –Tuesday has 2 more dates left – June 1st & June 8th.
10 children in the morning program and 18 in the afternoon program, both of which are doing well.

-Toddler Parent Child Sports Class – Wednesday mornings is going well as well (2 weeks left)
-Kickball Kids Class for 6-9 year olds has 20 children.

-Summer Camp- 294 registered at present and expecting more to register before program opens.
85 –Chatfield and 209-Gary Park Field trips have been booked already by Jack. The field trip locations are unchanged from last year. The Cultural Arts program is scheduled as well. The calendar will be completed soon. All but five counselors are returning from last year. Courtney Cutler will be the Head Counselor at Chatfield Park and Peter Tomlinson Jr. will be Assistant Counselor at the same park. Caitlin Cass will be the Head Counselor at Gary Park and Christine Fernandez will be Assistant Counselor at Gary Park.

-Travel/Trips- June 16th Walking with Dinosaurs at Harbor Yard. Has 17 of 40 seats sold so far and will be advertised soon. It was suggested to advertise this trip in the school newspapers.

-Saratoga overnight trip- August 18-19, 2010 has 37 seats sold.

Radio City Christmas Show – will be advertised soon.

OLD BUSINESS:

-Youth Center- the 5th grade night for LoPresti students was cancelled due to lack of volunteers.

-Summer Camp- refer to amended minutes of April 28, 2010 meeting for more information on Policies and Procedures.

-Outside Vendors- Lisa explained that more details need to be worked out regarding this. A better plan of action will need to be in place. Gary suggested a percentage of vendors programs, plus the fee to use the facility, be given to the Recreation Department if the Seymour Recreation Department sponsors the program. Missy recommended that a written contract, as well as proof of their own insurance, be given to the Recreation Department. Lisa agreed to look into this matter further and report back next month.

A motion was made by Gary and seconded by Jennifer that all vendors must supply the Recreation Department an up-to-date certificate of insurance and/or license if appropriate, before programs can be run. All in favor, motion carried.

Skate Park – Jack reported that Paul Roy said the state is supposed to come and remove the Skate Park. The Skate Park sign needs to be taken down. Jack will ask Dennis to remove the sign.

Background Checks for Part Time Employees- Lisa reported that every paid employee is to have a background check. Joe F. agreed to follow up on the town's policy regarding background checks with Paul Roy – this question has remained open since April. Summer camp staff will be checked at the Police Department.

A motion was made by Joe F. and seconded by Lisa that all vendors and paid staff employees have a background check. All in favor, motion carried.

NEW BUSINESS –

Communications – letters of concern from two parents of 5th grade LoPresti students sharing disappointment with the cancellation of the Cougar's Den event. Lisa explained she contacted people to volunteer a month prior to the event as well as the LoPresti PTA, and at 6:10 PM posted a notice on the door that the Cougar's Den was cancelled due to the lack of any parent volunteers. She will compose a notice to the concerned parents explaining that there are no other dates available for a make up date for LoPresti 5th graders due to the fact that Cougar's Den nights are already scheduled for the next Friday nights. The letter will also stress the importance of volunteering for the June 18th all school 5th grade mixer.

-Town Charter for Recreation Department – was handed out to members.

-Budget- Lisa gave Board members a copy of the 2010-2011 detailed budget expenditures draft. Some information needed updating and was added in by hand. The board is still looking for ways to decrease expenditures without hurting programs being offered.

-Summer Camp- Approval of staff - A motion was made by Jennifer and seconded by Lisa to approve hires for Summer Camp program as presented by Missy. All in favor, motion carried.

Chatfield Park - Courtney Cutler - Head Counselor
Peter Tomlinson - Assistant Counselor
Wynonna Anglace – Counselor
Gabby Bellavance - Counselor
Keith Guillette - Counselor
Mallory Rioux - Counselor
Haley Slie - Counselor
Brian Thompson- Counselor

Gary Park - Caitlin Cass - Head Counselor
Christine Fernandez- Assistant Counselor
Matthew Browne - Counselor
Andrea Browne - Counselor
Caitlin Murphy - Counselor
Rachel Putorti - Counselor
Deirdre Sponheimer- Counselor

Amanda Varrone - Counselor
Alyssa Zaprazalka- Counselor
Alison Garman - Counselor
Colleen Garman - Counselor
Adarsh Salian - Counselor
Bhupinder Singh - Counselor

- CPR/FA Fees – Jack chose to use the same CPR instructor as in the past years. The instructor offered fees of \$35.00 for CPR and First Aid and \$50.00 for CPR, First Aid and Pathogens. Gary will look into other training sources for next year.

-Missy will float between the 2 parks during the summer camp. She will go on all field trips and if unavailable, Jack will fill in if necessary.

A motion was made by Joe F. and seconded by Jennifer to mandate adult supervision on all camp trips or trips will need to be postponed. All in favor, motion carried.

A motion was made by Joe F. and seconded by Lisa stating if one of the Director's is not available to go on a summer camp trip they will need to find an adult (over 21) replacement or the trip will be postponed. All in favor, motion carried.

-Rainy Day at the Community Center - Jack and Paul Roy discussed this concern. Jack stated he does not find this feasible as there is a lot of confusion in the parking lot. Lisa mentioned how well it was received last year to hold rainy days at the Community Center. Gary and most members feel the Community Center should be used on rainy days except for Fridays when it is normally closed.

Lisa, Joe L. and Jack need to discuss this further with Paul Roy and get back to the Board next month. Also to be discussed with Paul Roy is the concern over not implementing late fees for late program registration.

A motion was made by Gary and seconded by Lisa to not hold summer swimming for playground and town summer swim lessons this year due to the pool maintenance issues. All in favor, motion carried.

-Ordering tee shirts - Returning staff are encouraged to wear their shirts from last summer. New hires will be given 2 tee shirts.

-Cell phone contract – This issue is still open. Jack is still researching cell phone renegotiations and may purchase Track phones and buy minutes for playground head counselors only.

-Late fee for pick ups - this was removed from the procedures portion of the parent information.

-Cell phones for kids. – This policy must be updated in the parent handbook. Cell phones need to be kept in backpacks. Head counselors will have a phone for emergencies.

-Policies and Procedures - information is in the parent packet.

-Basketball – signs and sponsor money - Joe L. needs to follow up with Paul Roy to compose a letter and decision regarding this issue.

A motion was made by Joe F. and seconded by Jennifer to adjourn the meeting at 9:40 PM. All in favor, meeting adjourned.

The next regular meeting scheduled to be held on **Wednesday, June 23, 2010** at the Community Center. **Members are reminded to contact Joe L. or Lisa if they cannot attend.**

Respectfully submitted amended and approved minutes
Jean Banks, Recording Secretary