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TOWN OF THOMPSON, CT.

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Jinda Paradise
TOWN CLERK ASST

"Our mission is to enhance, promote and support quality recreation facilities and opportunities for all residents of the community."

THOMPSON RECREATION COMMISSION

Wednesday, June 27, 2018, 7:00 PM

Merrill Seney Room, Town Hall

Regular meeting MINUTES

1. The call to order was by Chairman Steve Bordua at 7:02 PM.

Attendance: Steve Bordua, Cynthia Antos, Kimberly Prescott, Robert Monahan, Diane Keefe

Absent: Robbie L'Heureux, Donna Godzik, Thomas Jourdan.

Staff: Angela Newell, Recreation Director

Dotti Durst, Recording Secretary

2. Secretary's Report

- Regular Meeting Minutes: May 23, 2018: Meeting cancelled
- Regular Meeting Minutes: April 23, 2018

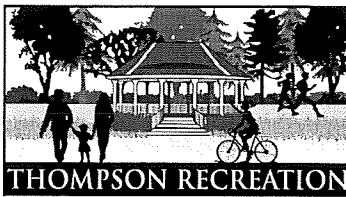
Motion by S. Bordua seconded K. Prescott to approve the April 23, 2018 Minutes as presented carried unanimously. Note was made that Antos and L'Heureux were not always typed correctly.

2. Treasurer's Report presented by A. Newell

- **General Fund Budget Report:** Several lines will show "zero" by the end of the week as the end of the fiscal year depletes the numbers to what was budgeted. The line for TRAVEL, however, will not zero out, as a request for reimbursement was not submitted. This should be noted so next budget cycle it will not be eliminated. Some items are budgeting in this fiscal year but actually take place over the summer or in the fall. Community Day for this fiscal year was budgeting for \$800 but for the next fiscal year has been increase to \$900. Staffing was incomplete in the budget as summer help was forgotten. This will cause what looks like an overage.
- **Miscellaneous Revolving Account Report:** Some line items had been coded incorrectly but now have been addressed. The column on the extreme right of the page show what items marked OPEN have been "moved forward" as they have not yet taken place, such as the Nantucket Trip. The total is approximately \$53,000.
- **Fund Balance:** For 2018, fundraising has been successful. Funds have moved from Revolving to here as part of Parks. The Jonas Poirier event will be re-named Field Day. Because of Jonas' enjoyment of the Banana costume, that will drive the theme, maybe utilizing yellow.

- The proceeds from the Yard Sale Day will be moved to this report (\$308.60) as will Park Improvements (\$5,306).
3. **Correspondence:** copies of the Summer Activities Brochure were distributed. Note was made that a few potential participants just missed the printer's deadline.
 4. **Director's Report:** A printed review of the status of each activity and of administrative responsibilities was distributed.
 - **Camp 2018:** enrollment is not yet complete; more parents are enrolling weekly vs. daily. This helps to stabilize staffing. The season opens July 2.
 - There seem to be many camps in our region but Thompson's offerings are strong and prices favorable.
 - A. Newell will run reports that show ALL of the anticipated revenue; right now, the computer is being serviced. The Revolving Fund printout cannot show anticipated income such as from DCF, so the numbers are incomplete.
 - **Youth Programs:** Swim Gym has proven to be so popular that it is being run twice, as is the case with Mad Science Fun (rotating with LEGO).
 - **Safe Boating:** filled, with 30 enrollees as well as 5 coming along from Danielson with the instructor.
 - **NEW Silver Sneakers:** because a certain Health Insurance company has launched this Wellness initiative, those enrolled in that healthcare plan are covered by the insurance; all others pay \$3 per class. Enrolment is going very well.
 - **Town Wide Yard Sale:** went very well (54 spots on the map), in addition to those who put their tables at the town Hall. This is more than last year. Approximately \$300 each was raised for the Recreation Department and Thompson Together joint sponsors.
 - **Band concerts:** local musicians have been selected this year. Attendance was stronger than last year for the first concert; another is scheduled for next week.
 - **Website update:** A firm has been selected and the contract signed to update the website. On key factor is the use of Druple Open Source software, which seems to be requested/required by the State for municipal websites.
5. **Old Business**
 - a. **Park Subcommittee Update:** the heavier posts for the Dog Pods will be installed by the DPW; the various tasks for the park are being prioritized . Mulch and other items are being ordered to meet the end of the fiscal year guidelines.
 - b. **Camp Subcommittee Update:**
 - One lifeguard has stepped withdrawn; another staff member will be utilized as a second pair of eyes, just to use extra caution.
 - EASTCONN has provided 5 fully-trained counselors. They are in addition to the Thompson staff and will be a welcome addition, even though some are at the lowest end of the qualifying-age range.
 - Camp runs every week beginning the first week of July through August 17, with a field trip each week except on July 4.
 6. **New Business**

Director Leave Discussion: how to organize and delegate tasks and responsibilities were reviewed.



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- A Newell discussed the timing of the advertisement, hiring, and training process regarding coverage starting October 1, 2018.

- All of the Recreation Programs, such as Summer Camp, have a person to oversee the activity except Basketball. It seems appropriate to begin to search for a person willing and suitable to take on that function during the Basketball season, utilizing a seasonal stipend. Some Commission members will make a list of possible candidates.
- The recreation office is about to be repainted, so organizing and refreshing the materials stored there is underway; this will facilitate access by the support staff or anyone who needs data. A. Newell will create a flow chart for each event the Recreation Department organizes, making the information about any event accessible.
- The Community Day and Turkey Trot arrangements are coming along nicely for fall. Brian Loffredo stepped forward to head up the Turkey Trot, working with A. Newell and the others who have volunteered to help with various aspects.

7. **Citizens' Comments:** none

8. **Announcements**

- Next Regular Meeting – Wednesday, July 25, 2018, 7 PM Merrill Seney Room, Town Hall

9. **Motion to adjourn at 8:44 PM by C. Antos seconded by R. Monahan carried unanimously.**

Respectfully Submitted; Dorothy Durst, Recording Secretary *Dorothy Durst*

These minutes have not yet been approved by the Recreation Commission. Please refer to next month's meeting minutes for approval of and/or amendments to these minutes.