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TOWN OF THOMPSON, CT.

2018 SEP 28 A 9:13

*Junda Paradise*  
TOWN CLERK ASST

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

**WEDNESDAY, September 19, 2018, 7:00 PM**  
**(no meeting is scheduled for September 26)**  
**MERRILL SENEY ROOM, TOWN HALL**  
**MINUTES**

1. **The Call to order** was by Chairman S. Bordua at 7:00 PM.

Attendance: Steve Bordua, Cynthia Antos, Robbie L'Heureux, Thomas Jourdan, Donna Godzik, Kimberly Prescott

Absent: Diane Keefe, Robert Monahan

Staff: Angela Newell, Recreation Director

New Staff (90-day term): Miranda Skaradowski

Dotti Durst, Recording Secretary

2. **Secretary's Report: Motion. K. Prescott seconded by C. Antos to approve the Regular Meeting Minutes of July 25, 2018 carried unanimously.** A. Newell asks that in the future the minutes call out items that require further action.

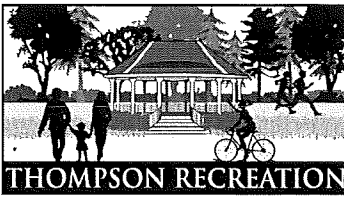
Note: There was no August meeting

3. **Treasurer's Report**

- a. General Fund Budget Report: distributed. Grants activity is yet to be added. Funds have been expended for the Halloween Light Show and Community
- b. Miscellaneous Revolving Account Report: Not all invoices are in for Camp; the revenue from Community Day has not been expended yet. The Lego program is designed to have a match between revenue and expenses as is Basketball Camp. With this account, not all items are correctly posted; these accounts require a careful eye as they are complicated and items can be easily incorrectly posted.
- c. Fund Balance: distributed

- D. **Correspondence:** 1). letter from DATTCO reviewing the bus for Camp at \$\$62 per hour. The current provider is STA (Student Transportation of America) @\$75 per hour; they do not charge for the time the drivers wait during camp. A decision is needed by the first of 2019 as February is when activity bookings begin.  
2). STA letter to address a billing issue. Discussion: S. Bordua- next year, consider a contract as compared to the current guaranteed price quote.  
**Action Item:** A. Newell with M. Skaradowski will follow up.

- E. **Director's Report:** Distributed to members – Care-A-Lot is closing; parents are calling to look for before-and after-school care. Lego Camp only had 9 participants but it might grow, with word of mouth being so positive. Silver Sneakers is adding a



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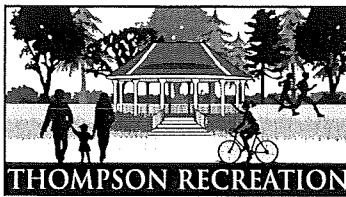
cardio program. The Nantucket trip went well (38 participants). Summer bands also went well-no rainouts! Community Day is coming along, with about 50 booths at this time. Hands-on volunteers are need for the day. Turkey Trot sponsorships look strong. The new website roll-out is expected at the first of the year.

## 6. Old Business

- a. **Park Subcommittee Update:** The DPW has achieved some goals and made other improvements. Thompson Together is considering adding a swing set. The bathrooms have been power washed.
- b. **Camp Subcommittee Update;** except for the bus mystery, everything is on target. Payroll is just under what was hoped for. The furlough days were reviewed and alternative hiring plans for next year were considered. Staff are hired before registrations are known. Overall, the enrollment was down by 25% but with the furloughs, it could be balanced. A. Newell – consider offering a range of hours per week in the hiring process, so if furloughs are required because of enrollment numbers, the employee will have been advised in advance. **Action Item:** S. Bordua asked that a detailed breakdown for all Camp staff needs be compiled, by day and activity, including before- and after-camp coverage as well as the levels of staffing at the various credentials required. Counts and other data from this year should be included.

## 7. New Business

- a. **Recreation Director Position update:** Chair S. Bordua briefly reviewed the number of applications and the results from the interviews. Some candidates were not available to relocate as soon as desirable but now that the 90-day position has been implemented, that could play out. Other advertising is planned. **Action Item:** the Commission encourages the town to include a salary range in advertising to facilitate applicants coming forward.
- b. **Youth Basketball Program Coordinator:** A. Newell stressed that the individual selected should have Thompson Basketball program experience, in order to minimize the learning curve, given that she will not be present to review established Thompson procedures. The individual cannot be a person who coaches a boy's teams while simultaneously being named the Coordinator. Compensation scheduling and details were reviewed, based on a per-player formula (@ about 160 players), perhaps to be distributed 3 times during the season. The position requires 7-10 hours per week with 4 hours on Saturday. The job description has been completed, based on a local model. Enrollment pricing for each player was reviewed, including for early enrollment. **Motion R. L'Heureux seconded by K. Prescott to approve the Basketball Coordinator position at the agreed-upon compensation rate of \$15 per player, as well as to approve the fy 18-19 enrollment fee increase of \$15 per player, carried unanimously.**



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**Action Item:** A Newell will distribute the job description and details to the Commission members, for their use in candidate recruitment.

- c. Community Day:** The Volunteer of the Year award will take place as well as the EDC Business of the Year at about noon on 10-06.
- d. Turkey Trot:** Sunday, November 11- previously reviewed

**8. Citizens' Comments:** a THANK YOU was issued to Angela Newell, whose last day of work will be Community Day and best wishes on the arrival of her child.

**9. Announcements:** Next Regular Meeting – Wednesday, October 24, 2018 at 7 PM

**10. The meeting was adjourned** at 8:54 PM by Chair S. Bordua.

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.*