



TOWN OF NEWTOWN

COMMUNITY CENTER ADVISORY COMMITTEE

MAY 31, 2017

7:00 PM

TOWN HALL SOUTH, NEWTOWN, CT

PRESENT: Andy Clure, Maureen Crick Owen, Brian Hartgraves, Carla Kron, Brian Leidlein, Amy Mangold, Kinga Walsh.

ABSENT: Bill Buchler, Nicole Hockley, David Wheeler.

ALSO PRESENT: First Selectman Pat Llodra, John Voket, Dan Rosenthal.

CALL TO ORDER: Mr. Hartgraves called the meeting to order with the Pledge of Allegiance at 7:06 pm.

VOTER COMMENT: None.

Mr. Voket, representing the Newtown Bee, referred to Community Center updates and offered assistance with coverage and timely postings. Mr. Voket noted that other news staff may be assigned in the future, but to feel free to direct information his way. Mr. Voket said that any advance notice of agenda items would be appreciated. Mr. Hartgraves will be the point of contact for now and will review that arrangement with Mr. Buchler.

MINUTES: MS. KRON MOVED TO APPROVE THE MINUTES OF THE MAY 18, 2017 MEETING. SECOND BY MS. WALSH. ALL IN FAVOR. MOTION PASSES. (6-0) Mr. Clure abstained.

COMMUNICATIONS: Mr. Hartgraves shared feedback from Arlene Miles on the previous meeting and standards for accurate recording. Going forward, Mr. Hartgraves asked for a bit more structure during the meeting, stay on agenda topic, and take turns speaking.

OLD BUSINESS:

Subcommittee reports (all): Mr. Hartgraves began the discussion by asking for reports from the Subcommittees and indicated that members are still needed to sit on the Grants Donation and Funding Subcommittee.

Organizational Structure Subcommittee: Ms. Kron reported that the Subcommittee elected a Chair - Ms. Kron and Secretary - Ms. Crick Owen. Ms. Kron said that the Subcommittee looked at the roles and responsibilities for the Subcommittee, which includes input by the Parks

& Rec. Department and Friends of Newtown Seniors. At their next meeting, they plan to move further down the path of organizational structure, prepare recommendations to Board of Selectman, 2 -4 different models. Mr. Hartgraves asked if they had interviewed other sites in other towns such as Ridgefield, Wilton YMCA. Ms. Kron replied that they have a lot of good information from Ridgefield; looking at other towns is a good idea. The next Subcommittee meeting will be on June 14 at 6:00 pm, an hour prior to the next Community Center Advisory Committee meeting.

Communications Subcommittee: Ms. Walsh reported that it was decided that community outreach is a priority, to avoid confusion, and would like to plan public forums starting in June and continue throughout the summer up to the ground breaking tentative target date of September 1. Ms. Walsh said a Q&A fact sheet was discussed of which she has prepared a draft. Ms. Walsh talked about utilizing print, social media, and email communications in addition to print collateral, window posters, yard signs, A-frames, and possibly a banner on the railroad bridge, Fairfield Hills fence, to publicize information on the forums and/or announcements regarding the Community Center, all contributing to strong community outreach. Mr. Clure offered to look into Edmond Town Hall. Ms. Walsh said that the Q&A is in the draft stage and will be worked on further, she will update the Committee as more information becomes available. Ms. Walsh said the immediate next step is to figure out dates and locations for the public forums. Ms. Kron suggested focusing on June and July instead of August, as attendance may be low in August due to vacation schedules and back-to-school preparations.

Mr. Clure asked about a budget and Ms. Llodra said expenses incurred will come out of the project fund. Mr. Hartgraves asked to keep expenses to a minimum.

Mr. Hartgraves asked for feedback for best ways to partner with the senior group on community outreach. Ms. Llodra suggested to reach out to the Senior Center Advisory Committee who are also members of the Commission on Aging, Anna Wiedemann is Chair of the Commission on Aging. Mr. Hartgraves offered to reach out to the Commission on Aging. Ms. Walsh asked about process of producing posters and Q&A and if legal needed to be consulted. Ms. Llodra replied that as an advocacy group, legal review is not necessary. For posting on the Town website, Ms. Walsh asked for a contact. Ms. Llodra recommended to first connect with Sue Marcinek - Executive Assistant First Selectman's Office, who will coordinate with Debbie Halstead - Town Clerk, for posting.

Ms. Walsh asked about the poster located at the future site. Ms. Llodra reviewed standard procedure followed by the town for producing posters of this sort, Ms. Mangold offered to help with this process.

Design Subcommittee: This Subcommittee will meet on Friday.

Grants Donation and Funding Subcommittee: With no members signed up as yet, Mr. Hartgraves asked Mr. Clure if he would like to join the Grants Donation and Funding Subcommittee, Mr. Clure agreed. Ms. Mangold and Ms. Walsh will also sit on this Subcommittee. Ms. Kron indicated that she will most likely attend these meetings.

Finalize Subcommittees: Mr. Clure said that he would like to join the Communications and Design Subcommittees. Mr. Hartgraves will reach out to Ms. Hockley and Mr. Wheeler if they would like to sit on any Subcommittees.

Ms. Mangold requested that Subcommittees notify the Committee of upcoming Subcommittee meetings. Ms. Llodra suggested to alert June Sgobbo and email her with the meeting schedules and agendas for posting on the Town website, agendas need to be posted 24 hours before the scheduled meeting.

NEW BUSINESS:

Vision Statement: Mr. Hartgraves said that the vision statement is a work in progress, Ms. Walsh reviewed a draft of the vision statement, specific edits, wording, and content was discussed to best state the vision in a concise manner. Mr. Leidlein said it is important to be clear and avoid misinterpretation. Ms. Llodra emphasized developing a strong partnership with the Senior Center. Ms. Crick Owen said the Q & A will be an opportunity to provide detail to support the vision. Ms. Kron suggested to include energy efficiency aspect. Ms. Walsh offered to provide a revised mission statement to Mr. Hartgraves. Ms. Mangold asked about legacy groups, Mr. Hartgraves to circle back for input. Ms. Llodra asked to review the Q & A.

Public Forum content and designate time and place: Regarding time and place, Mr. Clure will look into Edmond Town Hall & Library. June 21 at 7:00 pm – 8:00 pm and June 24 at 10:00 am – 11:00 am for Public Forum, location to be determined.

Content: Mr. Leidlein asked for clarification of purpose of forums, Mr. Hartgraves replied that they are to be informational, to let people know of the progress of the project, timeline, as an example. Mr. Leidlein suggested to set guidelines for the forum in relation to the Q & A. Ms. Llodra suggested to look at the Town's model of the Q & A, it is a good guideline, Ms. Llodra will send template for referral to Ms. Walsh.

VOTER COMMENT: None.

ANNOUNCEMENTS: Ms. Llodra announced that there is a Design team meeting at 10:00 on Friday.

ADJOURNMENT: THERE BEING NO FURTHER BUSINESS, MS. MANGOLD MOVED TO ADJOURN. SECOND BY MR. LEIDLEIN. ALL IN FAVOR. Meeting adjourned at 8:12 pm.

Respectfully Submitted,
June Sgobbo, Clerk

These are draft minutes and as such are subject to correction by the Community Center Advisory Committee at the next regular meeting. All corrections will be determined in minutes of the meeting at which they were corrected.