

Newtown Community Center Commission
8 Simpson Street Newtown, CT
December 19, 2023

The minutes are subject to approval at the next meeting of the Newtown Community Center Commission.

Ms Walsh called the meeting to order at 6:32pm. The meeting was held in the Community Center Meeting Room. Mr Taylor led the Pledge.

Present: Kinga Walsh, Jean Coville Dawe, Cheyanne Wirtz, Fred Taylor

Also Present: Marr Ariniello

Absent: Jeff Tousignant

Guests: Jenn Larkin, Ross Carley

Ms Walsh opened the meeting welcoming Jenn Larkin. Jenn Larkin and Maureen Crick Owen are the proposed candidates to replace Mr Rubin and Ms Bloom. They are awaiting the approval of the Board of Selectmen. Ms Walsh reported that there will be another opening. Mr Tousignant's term is up, and he will not be renewing. Ms Walsh was very appreciative for all of his help during his long tenure.

Ms Walsh also expressed her appreciation of all the efforts of Ms Bloom and Mr Ruben during their tenure on the Commission. She wished them well on their new venture.

Ross Carley joined the meeting representing the Fairfield Hills Authority. He had met with Mr Ariniello regarding the playscape. There was a lot of discussion on the steps already taken as well as the steps that still needed to be taken. The state requires a fence around the playground. The fence will include a double-gate opening to allow for easy access of larger vehicles for any maintenance or other situation. The playground will be used for programs at the center and will be available to the public when it is not in use for programming. Mr Carley proposes that a row of trees be planted along the road from the NCC's access road/driveway up to the access road by the NYA. The goal of the tree planting is to provide a barrier as protection from vehicles parking on the grass area. Mr Ariniello agreed to get pricing on the trees and fencing. Mr Ariniello advised that the tree purchase and planting is not the responsibility of the NCC. The playscape will be on the January 15th agenda of the Fairfield Hills Authority.

There was a discussion on pervious parking for future parking. Congresswoman Johana Hayes has secured a grant for \$480,000 for pervious parking at the farmers' market area on FFH. This allows water to go into the ground instead of draining all in one direction which has caused flooding issues in basements of buildings on the FFH campus.

Mr Carley requested increased signage for the outside bathrooms available at the Community Center. Mr Ariniello advised that that is the responsibility of the Newtown P&R but he would contact them to discuss.

Directors Report – Attached

Mr Ariniello will contact DPW to discuss that department do the site work and a study on drainage for the playscape. The playscape equipment needs to be ordered in January to be ready for installation in June.

Discussion on the financials. Discussion on the indoor farmer's market. The Vendors are asking to have the indoor farmer's market go through May.

Ms Wirtz moved to accept the November 28th minutes with Ms Dawe 2nd the motion. Approved

Ms Dawe moved to accept the 2024 meeting calendar with Ms Wirtz 2nd the motion. The meetings will be the third Tuesday of the month held in the Community Center Meeting Room. Discussion occurred over April break meeting and the possibility removing the December meeting. Approved

Discussion on the rental agreement. Ms Walsh will adapt the final cost page and Matt the other document's pages as discussed, and it will be sent to legal.

Mr Taylor moved to approve the rental agreement as discussed with any changes needed by legal. Ms Wirtz 2nd. Approved

Election of co-chair is tabled until January meeting to allow new members to participate.

Ms Wirtz moved to adjourn the meeting with Ms Dawe 2nd.

Ms Walsh adjourned the meeting at 8:44.

Respectfully submitted,

LeReine Frampton, clerk

Directors Report 12/19

Holiday Drives

Our holiday initiatives are wrapping up. We are once again happy to be a host site for Toys for Tots. To date we have already collected nearly 4 bins of toys to be delivered. Our giving tree still has a few ornaments left to adopt an individual or family this holiday season. This season we have chosen to adopt an Ability Beyond Disability Group home on Rldge Road and West Street, Newtown families who work with the Center for Empowerment, formally the Women's Center and Community Center families in need. The Community Center has partnered with Around Town Realty to sponsor a Winter clothing drive for families in need. This drive will run through January 8th, drop off locations include the Community Center and Around Town Realty.

Winter Registration

We have opened registration for our Winter programs. Programs begin January 6th. Late Fall programs had 124 participants and included the rollout of our new Fabulous Fours program. We have found a new youth pottery teacher due to the relocation of our past instructor. Late Fall programs generated \$12,924.00. Late Fall aquatics programs saw 210 participants in group, private and specialty programs bringing in \$35,735.00 in revenue.

December Events

The annual Friends Sip N Shop fundraiser was a great success. We are still in the process of tabulating but hope to have raised close to 15K for the Friends of the Community Center to assist with scholarships, free community programming and center enhancements.

Our family programming was well attended and most events were sold out. We welcomed 271 participants in our late Fall session (Gingerbread House making, Kids Night Out Candy Cane Hunt, and our Elf Dance Party). This past weekend we had a very successful Elf Dance Party, with over 110 in attendance. Hats off to Maria for a successful event!

We are looking for volunteers for our Noon Years eve party on 12/31. Volunteer duties include registration, children events, set up and clean up. We are in the early stages of planning a Chinese New Years Celebration as well.

We were very pleased with the turnout of our first farmers market in November. With its success we have registered more vendors. I want to Thank Jen Cebry for her help with this. Next year we plan to look for sponsors as well as hosting some holiday pop up shops as well.

Facilities Update

We have recently replaced the motor in our handicap chair and a broken lifeguard chair both estimating around \$800.00, these will be taken out of our repairs and maintenance line item. We have been received final bids on our annual HVAC Contract and have been working with the

Directors Report 12/19

vendor on our issues with a failed compressor in the East Wing. The part is on warranty, and will cost around 4k in labor, which includes renting a crane to remove the old compressor. We are hoping to have this installed by the end of January as this affects the temperature in most of our spaces. We have placed the order for a new floor scrubber, the current machine has ended. This is a shared cost with the SC and will be around \$6,800.00. We have been having increased condensation in our current storage unit, we will be having a whirlybird inserted in the space to assist with the condensation issues (est. around \$1,200.00).

Other Updates

The Community Center is so grateful for the support of an anonymous local family foundation who has awarded a \$10,000.00 grant to support the operations of the Better Day Cafe. This grant supplies operational and material costs. This grant is not reflected in current financials and will be going through the approval process through the Board of Selectmen.

I am excited to announce a new partnership with Andy Sachs and Around Town Realty. I had the opportunity to meet with Mr. Sachs and his team to discuss partnership opportunities and ways for the ATR team to give back to the community. After careful consideration, Mr. Sachs has pledged a \$10,000.00 donation to the Friends of the Community Center to support the needs of members of our community. This donation can include scholarships, helping families through local drives, support the Better Day cafe, program supplies and building enhancements as needed. Mr. Sachs will be hosting a segment monthly called (Around the Community Center with Around Town Realty). This segment will feature a community center member, employee or program instructor. A check presentation will be held mid January.

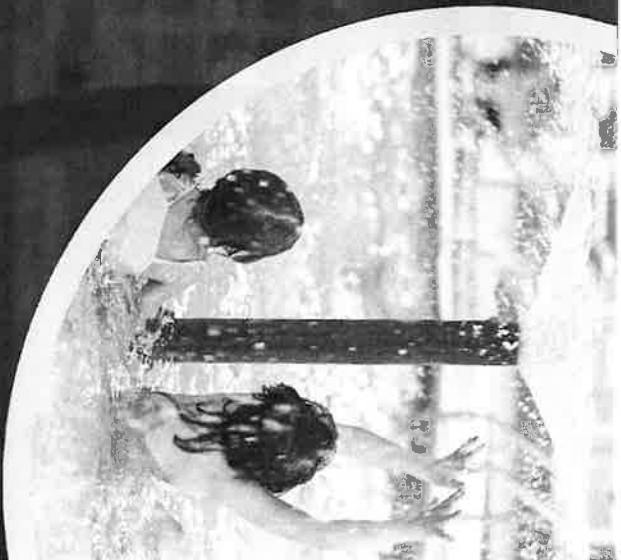
I have been working on the 24-25 budget which will be presented next month, as well as minimum wage increase payroll changes notices effective 1/1 and we have begun to prepare childcare tax determination letters for childcare families to be mailed after the first of the year. We are in the early stages of planning for summer camp for 2024 which will be released March 1.

I am grateful for the subcommittee's help in reviewing our rental documents and looking forward to our next membership subcommittee meeting on February 14th at 10 am.



Newtown

COMMUNITY CENTER

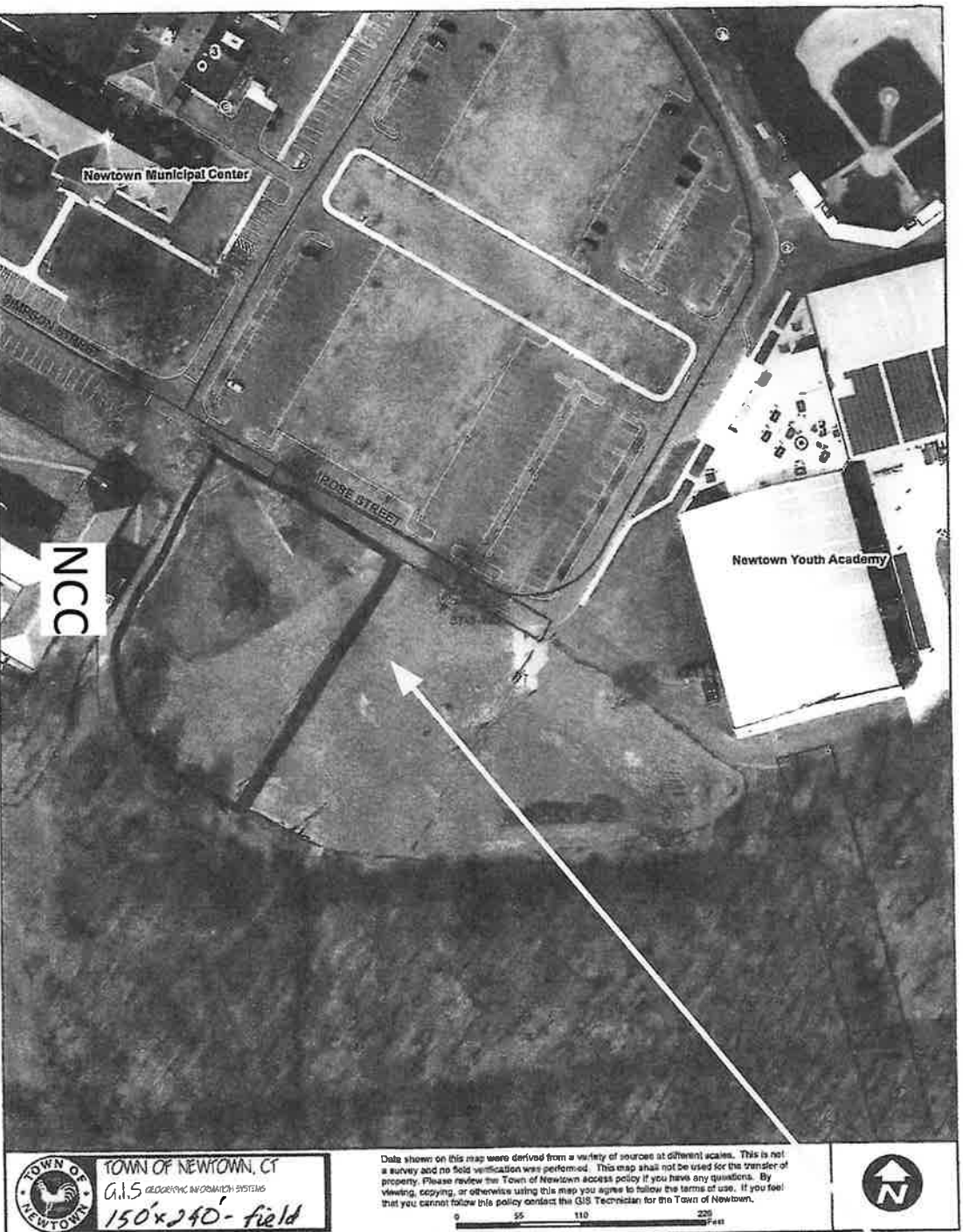


Newtown Community Center Outdoor Playscape

- Current space is used for outdoor programming, summer camp and other childcare activities
 - Total Space will be around 3,500 square feet
 - Property will be fenced in per OEC standards
 - Increase amenities on the campus and benefits the Community
 - Expanded programming space for our growing childcare programs
- The playscape will have signage that it is unavailable during hours of Community Center programming
- This will serve as the first phase of a two phase project to utilize and enhance the adjacent space on the campus . Phase II of this project is an outdoor shade structure (CIP Year 2027)
- The attached map dictates the location of the playscape after reviewing utilities and handicap accessibility (pickleball courts are not an option at this location)

Funding is provided by the Newtown Community Center Special Revenue Fund





Black outlined area:

- Current land-area that the NCC uses for programming (proposed playscape and shade structure fit within it)
- NCC was permitted this space and financially assisted in clearing, grading and seeding this property (around 8K)
- Advised adjacent property potentially for future campus parking options



Newtown

COMMUNITY CENTER

Renter Name: _____
Renter Address: _____
Date of rental: _____
Room(s) rented: _____

The following is a breakdown of the rental costs and associated fees, where applicable, for your rental:

Room Rental (Base Cost): \$ _____

(Room Rate X # of Hours Rented **OR** Full Day Rental Bundle)

+ Patio Usage fee: \$ _____

Sub-Total (Room and/or Patio): \$ _____

Additional Fees based on CAPACITY/ALCOHOL SERVED:

+ Event Supervisor: \$ _____

+ Garbage Fee: \$ _____

Sub-Total (Capacity/Alcohol fee(s)): \$ _____

Additional Fees based on EVENT END TIME:

+ Add'l Cleaning Fee: \$ _____

Sub-Total (Event End time fee(s)): \$ _____

Rental Cost: \$ _____

+ Refundable Security Deposit: \$ _____ \$300.00 _____

Total Cost (Rental + Refundable Security Deposit): \$ _____

25% Deposit of Rental Cost: \$ _____

Date deposit made: _____

Balance Due (including Refundable Security Deposit): \$ _____

Balance Due Date: _____

Date Balance Paid: _____

NOTE: Any event that runs beyond the midnight deadline is subject to a \$500.00/half-hour Overtime Fee (see Rental Information page). The fee will be automatically charged to the credit card on file the day of the event.

Newtown Community Center - Special Revenue Fund ESTIMATE
From July 1, 2022 through July 31, 2023

[illegible][illegible]

Newtown Community Center
Membership Count – November 2023

2021												2022												2023											
Membership Category		March	April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	
Annual Adult	Annual Family	21	20	22	22	17	19	21	21	20	19	20	19	17	16	15	17	16	15	14	14	13	14	14	15	16	19	19	17	17	17	18	18	17	
	Annual Senior Couple	68	72	69	70	69	74	78	77	74	79	80	81	82	79	80	84	77	75	77	78	73	76	76	75	80	81	77	74	79	82	79	76		
Annual Senior	Annual Senior Couple	22	22	22	21	19	19	20	21	21	20	16	18	19	19	19	18	17	18	18	19	17	17	18	17	19	18	19	19	17	18	18	14		
	Annual Senior	36	40	47	47	42	41	40	46	39	37	41	41	42	47	47	45	40	40	43	41	38	44	47	47	52	50	54	53	54	56	54	54		
Annual Single Parent Family	Annual Single Parent Family	11	11	11	11	13	14	15	14	13	13	13	13	11	11	11	10	8	8	5	5	6	9	9	9	9	8	12	12	13	16	15	16	12	
	Annual Youth/Teen	2	3	3	3	3	3	3	3	3	1	1	1	2	3	3	3	3	4	4	3	4	2	2	2	2	2	2	3	2	0	0	0	0	
Monthly Adult	Monthly Family	149	152	159	173	161	166	177	179	160	160	165	170	184	194	203	196	187	188	199	200	198	199	201	202	199	196	190	197	197	198	203	196	190	
	Monthly Senior Couple	694	702	722	758	775	799	818	825	822	838	874	908	968	987	994	1024	1008	1037	1060	1066	1069	1077	1096	1113	1140	1166	1178	1194	1200	1207	1205	1196	1184	
Monthly Senior	Monthly Senior	76	76	72	79	83	86	91	91	91	96	98	96	97	97	95	94	99	103	105	111	110	110	117	116	115	112	107	106	106	106	112	119	124	
	Monthly Single Parent Family	265	268	266	280	275	285	313	346	327	328	331	338	353	358	384	372	364	364	393	404	413	425	426	431	440	448	452	457	463	478	481	497	481	
Monthly Youth/Teen	Monthly Youth/Teen	104	113	116	129	131	134	139	143	136	143	152	152	168	171	172	174	170	168	167	163	156	153	170	169	179	188	187	192	190	186	185	189	186	
	Volunteer First Responders	61	64	64	70	64	62	70	62	56	53	55	59	76	90	99	102	100	103	105	111	106	107	104	102	107	107	113	118	112	115	114	115	118	
Volunteer First Responder Family	Volunteer First Responder Family	7	9	10	10	14	14	8	8	9	10	10	10	9	9	10	9	9	9	5	5	6	15	15	7	8	7	7	8	9	9	12	7	10	
	Employee Membership	7	16	18	18	18	24	27	27	28	28	41	38	46	46	47	48	50	40	45	45	42	47	47	47	47	47	47	47	47	47	47	47	47	
3 Month Family Membership	3 Month Family Membership	6	6	8	9	12	12	12	12	13	13	15	15	15	15	15	16	16	16	16	16	16	16	16	17	17	17	16	4	5	5	5	5	18	
	3 Month Youth Membership																																		
College Membership Special	College Membership Special	0	1	3	7	3	0	0	0	0	1	1	2	22	27	30	5	0	3	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	
	Membership Units	1,529	1,575	1,612	1,707	1,699	1,752	1,841	1,875	1,805	1,839	1,915	2,001	2,113	2,187	2,152	2,180	2,159	2,187	2,250	2,307	2,273	2,311	2,381	2,396	2,398	2,434	2,457	2,477	2,469	2,493	2,511	2,518	2,497	
Total Members	Total Members			4,246	4,327	4,699	4,829	4,856	4,979	4,938	5,058	5,254	5,428	5,804	5,795	5,901	5,926	5,920	6,034	6,155	6,186	6,186	6,225	6,337	6,376	6,386	6,434	6,457	6,456	6,463	6,518	6,596	6,825	6,807	
	Scholarships Awarded			4	3	5	3	7	0	1	0	4			3							8			4		5	3	4		2				



TOWN OF NEWTOWN

Newtown Community Center Commission
8 Simpson Street, Community Center Meeting Room, Newtown, CT 06470
Meetings are held 3rd Tuesday

January 16, 2024
February 20, 2024
March 19, 2024
April 16, 2024
May 20, 2024
June 18, 2024
July 16, 2024
August 20, 2024
September 17, 2024
October 15, 2024
November 19, 2024
December 17, 2024
January 21, 2025

Approved at December 19, 2023 meeting.

Respectfully submitted,

LeReine Frampton, clerk