

Community Center Commission Minutes

Regular Meeting May 17, 2022

8 Simpson Street

Newtown, CT 06470

Conference Room moved to room A

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE COMMUNITY CENTER COMMITTEE

Present: Matt Ariniello, Jeff Tousignant, Bill Manfredonia, Cheyanne Wirtz, Jordana Bloom and Alesha Rizwana

Absent: Kinga Walsh, Filippo Formica, Fred Taylor, Doria Linnetz and Sadie Gureasko-Moore

Mr Manfredonia called the meeting to order at 6:35 with a salute to the flag.

There was no public to comment.

Mr Tousignant moved to accept the minutes from 4/19/22 with Ms Bloom 2nd. Motion approved with Ms Wirtz abstaining.

Financials are attached.

Directors Report is attached. Discussion on lifeguard shortages. Mr Ariniello said they trained 6 more lifeguards and he suggested that they apply at the Community Center. They are hopefully training for the Community Center, Treadwell and Eichler's Cove. To work at Eichler's Cove they need additional training. They have planned on site field trips for the summer camp. There was a lot of discussion on new activities planned for the summer camps. Fencing will be installed around the field to protect money invested in the new lawn. The lawn will be a great place for the campers to have activities. There was a lot of discussion on staffing shortages. The Commissioners are concerned with the amount of time Matt is at work and with the many things he has been handling. They are concerned for his health and the need for others to know what is going on and be able to handle things in his absence. The financials show the ability to pay for additional staff. Mr Ariniello has been working with Mr Tait to invest funds.

Discussion on signs for the pool/locker areas. (verbiage attached) Ms Wirtz moved to approve the verbiage as attached for the signs for the pool/locker areas. Mr Tousignant 2nd - approved

Subcommittee report attached:

Discussion on adding need for admin assistant to agenda of next meeting. Discussion on the list of priorities to be addressed first. Discussion on mission to be inclusive to all. The commission decided #6 ages 21 to seniors, #4/#1 demographics and teens, #2/#3 young moms/homeschoolers/seniors and #10 staffing are the items to be addressed next.

Mr Tousignant moved to adjourn the meeting with Ms Wirtz 2nd. Mr Manfredonia adjourned the meeting at 7:43.

Respectfully submitted,

LeReine Frampton, temporary clerk

Proposed NCC New Locker Room Sign (top area and lock line only)

UPDATED: April 29, 2022

MALE/FEMALE:

Top Area Copy ---

The Men's/Women's Locker Room is provided for use by individuals 12 or older and children under the age of 12 when accompanied by an adult parent/guardian of the same gender. Adults with children of any gender may use the Family Locker room.

FAMILY:

Top Area Copy –

The Family Locker Room is provided for use by parent(s)/guardian(s) escorting their children up to age 12 and anyone age 12 and up with individual needs of any kind.

LOCK REFERENCE LINE (all versions), italicized copy represents update –

Lockers are for day use only and must be emptied before leaving the facility. Do not leave locks on overnight. *Failure to remove a lock will result in it being cut off and personal items being placed in the lost & found.*

*Wording approved
5/17/22*



Matthew Ariniello <matthew.ariniello@newtown-ct.gov>

Minutes of May 3rd Strategic Subcommittee Meeting

William Manfredonia <billmanfredonia@aol.com>

Sun, May 8, 2022 at 6:44 PM

To: Matthew Ariniello <matthew.ariniello@newtown-ct.gov>, Doria <Dlinnetz@icloud.com>, Jeff Tousignant <tousignant66@hotmail.com>, Kinga Walsh <kwalshtccc@gmail.com>

Cc: The Weather Guy <fgf2134@gmail.com>, "billmanfredonia@aol.com" <billmanfredonia@aol.com>

Hi All,

Here are the minutes of our May 3rd Strategic Subcommittee meeting. Sorry for the delay in getting this to you as I have been away and just returned this weekend.

Attendance: Matt, Jeff, Doria and Bill

Discussion Items:

1. Jeff did a very detailed job of reviewing the data of the usage at NCC
2. Rental data was added to the spreadsheets
3. We discussed being aware of knowing that the demographic population that we service does fit the mission statement of the NCC
4. We should look out 3 - 5 years as to our programs and what our facility can handle
5. When we survey we should include as many of our population as possible; ask why they have joined; ask to share their experiences at NCC; and to ask for recommendations for additional programs

Strengths Identified:

1. Very strong results and participation with the aquatics and swim lessons
2. Strong participation for child care when schools have early dismissal and are closed
3. We are the largest rental space in the area and need to identify how we use our space
4. We need to build off of our trends in our current facility usage

Areas to Improve and Identify Additional Needs

1. Are we addressing and identifying programs for all of our demographic population?
2. What are the gaps in our room availability?
3. How can we increase our rentals?
4. Need to identify future NCC teen programs? Is the current teen center a viable option for Newtown teens?
5. Need to increase offering free programs to members and community, as this expansion allows for additional NCC positive exposure
6. Improve and increase all additional adult programming, with attention on culinary programs
7. Increase our relationships with the local hospital and a speakers' program
8. Identify our potential relationship with the Western CT Council on Aging for programs
9. Increase programs for special needs' students and to set up partnerships to organize and run these programs
10. Identify the needs of our current physical facility as we move forward 3 - 5 years

We did not set up for a future meeting and will discuss our next direction at one of our upcoming NCC committee meetings

Bill

Directors Report
5/16/2022

It has been a busy few weeks as we wrap up the first phase of the Locker room project. We expect to have the women's locker room reopened by week's end and will begin the work on the men's locker room. We expect to have the full project completed by June 3rd.

We have purchased a gate to curb parking on our new grass surfaces from campus parking that will be installed next week. We have reopened the female outdoor bathroom as a unisex bathroom while work is completed due to the fire.

I am grateful for the recent approval of \$90,000.00 for the purchase of a new 16-passenger van for the Community Center and Senior Center through the American Rescue Plan. This will continue to help support our Afterschool programming.

On Wednesday, May 18th I will host a bid invitation for the patio project at 10 am to invite contractors for an informational session on the project, bids are due back by 5/31. I expect construction to begin late summer.

Last week we hosted a Middle Gate Kids Night Out event in partnership with the Middle Gate PTA. The event drew 49 children from Middle Gate and part of the proceeds will benefit the Middle Gate PTA.

I am excited to announce some new grant award from the Newtown Cultural Arts Commission and Step Into Swim Foundation. The Cultural Arts grant will allow for the purchase of a display case for our pottery programs. The \$2,000.00 Step into Swim grant will assist with swim lesson scholarships.

We are requesting 50K from the Connecticut State Department of Education for the Summer Enrichment grant. This will allow us to expand our summer camp offerings and site plan, offer more onsite field trips and hire an Enrichment Coordinator who will assist with STEAM activities. Summer Camp numbers currently stand at 1,098. For the second year, we will once again partner with Newtown Youth and Family Services and provide the water safety education portion of Safety Town a four week preschool education program.

**Newtown Community Center
Membership Count – April 2022**

Membership Category	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April
Annual Adult	22	21	20	22	22	17	19	21	21	20	19	20	19	17	16
Annual Family	68	68	72	69	70	69	74	78	77	74	79	80	81	82	79
Annual Senior Couple	22	22	22	22	21	19	19	20	21	21	20	16	18	19	19
Annual Senior	37	36	40	47	47	42	41	49	46	39	37	41	41	42	47
Annual Single Parent Family	9	11	11	11	11	13	14	15	14	13	13	13	13	11	11
Annual Youth/ Teen	2	2	3	3	3	3	3	3	3	1	1	1	2	2	3
Monthly Adult	148	149	152	159	173	161	166	177	179	160	160	166	170	184	194
Monthly Family	642	694	702	722	758	775	799	818	825	822	838	874	908	968	987
Monthly Senior Couple	71	76	76	72	79	83	86	91	91	91	96	98	96	97	97
Monthly Senior	258	265	268	266	280	275	285	313	346	322	328	331	338	353	358
Monthly Single Parent Family	101	104	113	116	129	131	134	139	143	136	143	152	152	168	171
Monthly Youth/ Teen	69	61	64	64	70	64	62	70	62	56	53	55	69	78	90
Volunteer First Responders	8	7	9	10	10	14	14	8	8	9	10	10	10	9	13
Volunteer First Responder Family	8	7	16	18	18	18	24	27	27	28	28	41	38	46	46
Employee Membership	6	6	6	8	9	12	12	12	12	13	13	15	15	15	15
3 Month Family Membership													9	10	11
3 Month Youth Membership															
College Membership Special	0	0	1	3	7	3	0	0	0		1	2	22	27	30
															0
Membership Units	1471	1,529	1,575	1,612	1,707	1,699	1,752	1841	1875	1805	1839	1915	2,001	2,113	2,187
Total Members				4,246	4,527	4,689	4,829	4,856	4,974	4,936	5,058	5,254	5,428	5,804	5,795
Scholarships Awarded				4	3	5	3	7	0	1	0	4			

Town of Newtown
Community Center Investments
May-22

<u>Investment</u>	<u>Interest Rate</u>	<u>Settlement Date</u>	<u>Maturity Date</u>	<u>Years</u>	<u>Investment Amount</u>	<u>Annual Interest</u>
Federal Home Loan Bank	2.875%	5/2/2022	3/13/2026	3.9	\$ 500,000	\$ 14,375
Federal Farm Credit Bank	2.875%	5/2/2022	4/26/2027	5.0	\$ 250,000	\$ 7,188
Capital One Nat'l Assn CD	3.050%	5/4/2022	5/4/2027	5.0	\$ 125,000	\$ 3,813
Beal Bank USA Las Vegas	2.700%	5/11/2022	5/5/2027	5.0	\$ 125,000	\$ 3,375
Federal Agriculture Mtg Corp	2.650%	5/3/2022	5/2/2024	2.0	\$ 500,000	\$ 13,250
Federal Home Loan Bank	2.750%	5/11/2022	5/2/2024	2.0	\$ 500,000	\$ 13,750
					<u>\$ 2,000,000</u>	<u>\$ 55,750</u>

Newtown Community Center - Special Revenue Fund ESTIMATE
From April 1, 2022 through April 30, 2022

Revenues:	Acct:	Approved:	JULY 2021	AUG 2021	SEPT 2021	OCT 2021	NOV 2021	DEC 2021	JAN 2022	FEB 2022	MAR 2022	APR 2022	YTD 2020-2021
Federal Grants	4280	-	-	-	-	-	-	-	-	-	-	-	24,870
NPC Grants	4281	-	-	-	-	-	-	-	-	-	-	-	14,642
Rental Income	4282	-	-	-	-	-	-	-	-	-	-	-	-
Other Grants	4285	30,000	1,645	6,088	3,336	3,866	3,703	3,280	2,872	3,776	5,404	6,546	40,515
Charges for Programs	4301	-	6,780	6,780	-	-	-	-	-	-	-	-	-
Changes for Aquatic Programs	4302	88,000	87,789	40,265	21,942	28,800	14,479	23,582	13,936	29,485	84,863	74,486	13,500
Membership Fees	4303	160,000	31,230	24,333	18,436	25,084	5,659	21,685	8,190	41,007	18,734	41,495	419,236
Special Events	4304	514,224	50,022	52,905	51,019	58,285	57,301	58,404	57,075	62,163	65,722	62,875	235,850
NCC-Childcare	4306	15,000	(75)	-	-	453	500	29,807	-	225	20	2,689	575,871
Interest on Investments	4400	22,000	-	-	-	-	-	-	-	-	-	-	33,619
Misc. Revenue	4500	-	-	-	-	-	-	-	-	-	-	-	-
Income-Community Café	4510	8,000	429	133	173	5,248	595	576	159	5,248	1,027	74,489	84,992
Income-Healthy Vending	4520	-	-	-	-	482	-	-	-	1,874	-	989	6,437
Donations	4550	50,000	17,465	8,530	980	15,877	3,780	16,739	1,210	2,868	96	5,080	72,615
Donations-GE	4555	1,000,000	-	-	-	-	-	1,000,000	-	-	-	-	1,000,750
Scholarships	4560	-	-	-	-	-	-	-	-	-	-	-	-
Transfers In	4600	-	2,271	-	-	-	-	-	-	-	-	-	-
Interest on Investments	-	-	-	-	-	-	-	-	-	-	-	-	-
Revenues Total	-	1,887,224	197,536	139,002	95,466	162,964	86,027	1,154,073	83,441	162,037	175,866	268,745	2,525,157
Expenditures:	-	-	-	-	-	-	-	-	-	-	-	-	-
Salaries & Wages - Full time	5110	247,643	17,522	18,710	20,295	30,443	19,811	18,609	17,800	17,454	17,454	28,187	202,285
Salaries & Wages - Part Time	5115	264,500	12,958	23,222	20,547	29,556	17,678	18,826	15,785	21,997	23,798	41,091	225,498
Salaries & Wages - Seasonal	5117	-	-	-	-	-	-	-	-	-	-	-	-
Salaries & Wages - Childcare	5119	-	5,354	12,587	10,744	4,160	4,410	3,146	2,276	2,722	2,317	3,010	50,727
** Group Insurance	5210	54,188	4,305	4,511	4,522	4,529	4,458	4,455	4,467	4,487	4,527	4,498	44,869
Social Security Contributions	5220	38,265	4,138	4,110	4,522	4,786	3,830	2,896	2,787	3,154	3,281	5,268	37,300
Railroad Contributions	5230	13,000	1,041	931	1,010	1,636	1,014	904	946	962	958	1,399	10,802
Fees & Professional Services	5301	1,500	-	-	-	628	-	-	-	250	126	-	1,004
Special Events	5304	-	-	-	775	-	15,180	1,339	337	-	-	119	17,729
Marketing	5330	4,000	-	126	221	564	132	350	567	126	1,264	644	3,984
Water/Sewers	5411	34,000	-	-	-	-	12,781	-	-	9,732	-	-	22,514
Repair & Maintenance Sys	5430	28,605	(600)	3,732	262	105	3,744	4,002	5,454	9,732	976	1,508	19,239
Copier Leasing	5443	4,000	-	-	-	-	-	-	-	-	-	-	-
Contractual Sys	5505	64,000	3,986	17,983	12,090	3,640	7,773	6,054	11,458	8,522	12,792	7,078	91,174
Dues, Travel & Education	5580	5,000	-	222	146	-	55	731	155	86	678	205	2,287
General Supplies	5610	10,000	(6)	285	786	2,989	2,034	2,528	115	1,033	234	1,587	11,204
Office Supplies	5611	5,750	-	71	102	87	460	1,127	340	312	1,132	206	3,836
Program/Recreation Supplies	5612	8,500	-	2,524	2,288	799	864	675	1,542	767	1,330	1,460	12,249
Pool Supplies	5614	20,000	-	2,306	168	218	1,537	111	856	2,716	7,747	20	15,677
Community Events	5617	13,500	-	-	109	-	-	1,486	666	-	-	-	2,291
Childcare/NCC	5618	-	-	-	-	-	-	-	-	-	-	-	-
Energy-Natural Gas	5621	54,000	-	3,426	4,436	4,742	-	8,701	4,276	5,773	4,665	4,415	40,434
Energy-Electric	5622	90,000	-	9,896	11,454	10,893	8,510	7,652	8,004	8,463	9,072	8,136	82,081
Community Café	5630	-	-	47	138	750	-	1,003	663	752	1,077	298	4,727
Equipment	5746	-	-	-	-	-	-	-	-	-	-	-	-
Capital	5748	125,000	-	-	-	-	-	-	-	-	-	-	-
NPC Expenditures	5804	25,000	3,270	4,870	3,452	2,860	3,449	2,714	3,579	2,319	3,423	28	6,800
Credit Card Fees	5895	-	-	-	-	-	-	-	-	-	-	-	28
Expenditures Total	-	1,111,451	51,966	109,568	97,373	102,956	109,412	89,818	82,040	91,494	96,831	112,353	843,852
Revenues over Expenditures	-	-	145,570	28,434	(1,907)	59,968	(23,385)	1,064,255	1,401	70,543	79,034	156,392	1,581,305

Beginning Fund Balance	2,449,001	2,449,001	2,594,571	2,624,005	2,622,097	2,662,065	2,693,680	3,722,936	3,724,337	3,796,672	3,875,906	4,032,288	3,875,906
Ending Fund Balance	2,594,571	2,624,005	2,662,065	2,693,680	3,722,936	3,724,337	3,796,672	3,875,906	4,032,288	-	-	-	-

\$51,662.66 Yearly medical benefit paid in August
\$4,305.22 monthly payment

*paid in lump sum beginning of fiscal year** \$51,662.66
\$4,305.22 monthly fee + any invoices accrued in the period
\$8,610.46

monthly	
4,305.22 p1	
4,305.22 p2	
4,305.22 p3	
4,305.22 p4	
4,305.22 p5	
4,305.22 p6	
4,305.22 p7	
4,305.22 p8	
4,305.22 p9	
4,305.22 p10	
4,305.22 p11	
4,305.22 p12	
4,305.22 p13	

*Balance transfer in processed in 13/2021



Matthew Ariniello <matthew.ariniello@newtown-ct.gov>

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Bill