

## Community Center Committee Minutes

July 9, 2019

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE COMMUNITY CENTER COMMITTEE

Present: Kinga Walsh, Nancy Doniger, Bill Manfredonia, Doria Linnetz , Jeff Tousignant, Fred Taylor , Filippo Formica, Olivia Deschenes

Also Present: Matt Ariniello

Absent: Nolan Adis, Kevin Byrne, Cheyanne Wirtz, Brian Hargraves

Meeting was called to order at 6:32pm

***Ms Doniger moved to accept the minutes of June 18<sup>th</sup> 2<sup>nd</sup> by Mr Tousignant – approved***

### **Directors Report**

**Thank you to all that have helped with the planting. Phase one of planting is all in the ground and living.**

### **Construction Update-**

Finishing touches continue throughout the building and punch list items continue to be worked on. The parking lot has been striped and we are waiting form wheel stops and signage from Public Works. The issues with holding water in the 6 lane pool have been fixed. The issues with the recreational pool are still being worked on. The state inspector for public pools will be out on Thursday to certify and inspect the pool. A cover for the conduit on the spray pad is coming. We have begun training on facility mechanicals. Jamie Ambrogio has been hired to oversee both the Senior Center and Community Center as well as the Municipal Center. His first day will be tomorrow and he will spend two days in Certified Pool Operator training. We currently have an offer out to a bookkeeper and hope for this individual to begin around the first of August. We are still awaiting a temporary Certificate of Occupancy for the building. The sprinkler system is the hold up. Furniture will be delivered next week with the office furniture first. Installed donations such as the defibrillators will be installed later this week. The Park Department is currently in the process of finishing the landscaping with the help of volunteers and should be completed by week's end.

### **Membership Update –**

We currently have sold 89 memberships for a total of 196 members. We have received 4 scholarship requests. We are currently selling memberships and taking registrations for summer programs out of our temporary office from 8-4:30 and will host two evenings, the 10<sup>th</sup> and 16<sup>th</sup>. Our numbers are in line with planning. We are being very well received and residents seem to be very excited for our opening.

### **Ribbon Cutting Update –**

The ribbon cutting is July 19<sup>th</sup> at 10 am. Mr Rosenthal, Ms Llodra and Mr Godin from GE will speak. We are still waiting to hear from the Governor. Guests will then be invited inside for tours (scripts will be available at the meeting next Tuesday) Ms Walsh has arranged for refreshments to follow. Set up will be on Thursday at 1.

The Senior Center opening will follow.

### **Staff training -**

We will be hosting training for all of our staff on July 16<sup>th</sup> and July 18<sup>th</sup>. All staff will be trained in CPR, First Aid, The Community Center's Emergency Action Plan and Child Abuse Prevention. On the 18<sup>th</sup> the staff will break into departments and the Membership team will be trained on the software and policies while the aquatic staff will continue their aquatics training.

### **Marketing –**

We have a full back page ad running in next week's Bee as well as the leaderboard on the Bee's website. Yard signs will continue to be placed around town as well as sandwich boards. The tax mailers were sent out to 25,000 residents July 1<sup>st</sup>. Summer programs begin July 27<sup>th</sup>, we have currently been doing a push for registration on social media. Newtown Day is on July 27<sup>th</sup> and we are hoping to capitalize on the traffic on campus by offering tours and possibly some sort of event. (TBD)

### **Donations –**

Since our last meeting we received a generous \$3,500 donation towards a Wibit and 20 tablets. The Wibit will allow us to expand our programming to the teen demographic and the tablets will be used for programming and will allow us to offer a lending library as well to patrons.

**Welcome week** – currently being planned for the week of August 19<sup>th</sup>.

Thank you to all that have helped with membership sales and planting.

Mr Ariniello will be signing a contract with the Red Cross to have them provide pool safety reviews. This program has spot checks at all different times as well as “secret shoppers”. They will report back with recommendations. This is a shared venture between P&R (Eichlers Cove, Treadwell Pool, High School pool) and the Community Center’s pools. It is hoped that the inspections start in August. This program could help with the insurance premiums as well as safety policy and procedures long term.

Discussion on items still needed – patio, diving blocks, swim suit extractors, charging stations, window coverings, rest of the plantings, signage as per FFH by laws, rest of the furniture. These items and others that pop up after opening will be discussed and evaluated at the September meeting.

Discussion occurred regarding specific Town group discounts such as 1<sup>st</sup> responders. Points mentioned include:

- Currently, per Town’s HR department, there are 320 active who could be eligible,
- Recommendation made by BOS in April 2019 to only offer veteran discount,
- Difference between town budget and Community Center budget,
- How this could affect different groups (e.g., if the Center would discount to one group then what about others?).

Ms Walsh is crafting a response to the inquiry through the First Selectmen. Each member should send her their input. Only send responses to Ms Walsh in order to follow FOIA regulations.

Discussion occurred regarding what is allowed in rented space. This would be an addendum to the rental agreement. This will be continued next week to allow for time to obtain other rental agreements to compare.

Next meeting is July 16<sup>th</sup>.

***Ms Linnetz moved to adjourn at 8:28 2<sup>nd</sup> by Ms Doniger. approved***

Respectfully submitted,

LeReine Frampton, clerk