

**Newtown Community Center Commission  
8 Simpson Street – Conference Room  
Tuesday April 16, 2024 – 6:30pm**

***These minutes are subject to approval at the next meeting.***

**Ms Walsh opened the meeting at 6:34pm.**

**Present: Kinga Walsh, Fred Taylor, Maureen Crick Owen, Jean Coville Dawe, Jenn Larkin,  
Stephanie Sklanka**

**Also Present: Matt Ariniello**

**Absent: Alexander Savo, Cheyanne Wirtz, Isabel Khazadian**

**Public Participation: none**

**Ms Sklanka moved to approve the minutes of March 19, 2024. Second by Ms Coville Dawe.  
Approved**

**Directors Report – attached including:**

**Pool HVAC**

**Pool Deck**

**FONCC Update**

**FHH Parking Update**

**Financials – attached**

**Discussion on NCC Capital Projects –**

- **Acoustical Panels –** working on a design to control the noise in the hallways with acoustical tiles that would be affixed to the hallway walls towards the top as well as adding some marketing artwork (artwork highlighting programs/benefits of the CC).
- **Furniture in hallways –** Given the lack of seating in the mornings as well as trying to fulfill an original CC goal of seating along the hallway, three seating “pocket parks” will be added in the hallway along the walls and in the lobby (this area’s seating to include some laptop tables). This will cost about \$16,000.
- **Safety bollards around the building** are being discussed with the Police Department, Park and Rec, and Public Works.
- **The installation of the furniture, acoustical panels, and bollards** is scheduled for during the August shut-down week.
- **Regarding office space,** the new assistant Aquatics Director needs a space as well as there isn’t enough room in the current aquatics department’s office space on the pool deck for all the staffing needs.
- **The tables and chairs in the Multipurpose Room** are ordered and in the March figures.

**FY24-25 budget amendment –**

**Ms Crick Owen** moved to amend the FY24-25 approved budget due to a discrepancy with a shared position with Park and Rec. (+\$9,947) and additional Red Cross lifeguard certification requirements (+\$600) resulting in a \$10,547 increase. Second by **Ms Larkin** – approved.

**Membership and Rental Subcommittee - Strategic subcommittee**  
**Meeting next Wednesday April 24<sup>th</sup>.**

**Other Business – none.**

**Ms Crick Owen** moved to adjourn **Ms Coville Dawe** seconded - approved

**Ms Walsh** adjourned the meeting at 8:04pm.

**Respectfully submitted,**

**LeReine Frampton, clerk**

## **DIRECTORS REPORT**

**April 2024**

Another record-breaking month at the Community Center! We broke our record for membership revenue, reaching \$95,064.00. This month, we sold 276 resident day passes, 89 non-resident day passes, and 21 additional paid guest passes with a member. Our membership trends typically dip from April to August as people begin to open their backyard pools and other outdoor amenities. Our current membership stands at 7,232.

The Board of Selectmen and Board of Finance have approved the \$40,000 appropriation for investigating our pool deck's structural issues. The last meeting will take place tomorrow evening with the Legislative Council. Once approved, we will begin the RFP process. Recently, we installed water meters attached to our refill valves to assist in measuring water intake in our pools to identify any potential leaks. We are exploring all available options at this point.

This week we have received the compressor that was under warranty for the split units on the West Wing. This has been a 9 month process. The unit will be installed later this week and the work is estimated at around 3k (compared to the 20k replacement estimate).

A few months ago, we approved new lap lane guidance, which is currently being printed and will be placed on the walls outside the pool deck to assist lifeguards with enforcement.

Last week, we received a \$2,000.00 check from Eversource to assist with Summer Camp Scholarships.

Summer Camp registration is ongoing, and we hosted over 30 families at our most recent Summer Camp Open House last weekend. This week, we distributed scholarship letters for summer camp. This year, we received 30 requests totaling nearly \$16,000. We will be awarding nearly \$10,000 in awards, with funds coming from the Friends of the Community Center, the ALICE program, and the Connecticut State Department of Education Summer Enrichment fund. Our Full Day Camps are about 85% full, toddler camps are about 95% full, and we still have space in specialty camps. Enrollment has begun for our Summer Splash program, and we estimate another 40 kids will join this year. Race 4 Chase award letters have been sent out, and this year the program will feature 50 children. We welcome back Head Coach Taylor and welcome three new coaches: Shannon, Grant, and Andrew. Currently Summer Camp revenue sits at around 235K and most will be deferred revenue for FY 24/25.

## **DIRECTORS REPORT**

**April 2024**

Spring Registration has begun, and programs will commence next week. Terrific 2's & 3's were filled on the first day by 10 am, with a waitlist. We are working on opening more spots to meet the high demand for this age group and will need to evaluate spacing and staffing for Fall. This week, we are hosting Spring Break Escape with over 70 kids each day and scheduled two fields. We will celebrate Earth Day on April 21st with a recycled birdhouse craft activity. On May 3rd, we are hosting a 5/6 grade night with our inflatable pool obstacle course. May 5th will feature our annual Mother's Day tea event. We will also host a bread workshop, "Sourdough 101," on May 4th, led by First Selectman Jeff Capeci (proceeds will benefit the Faith Food Pantry).

Our Spring Aquatics session had 334 kids go through our swim programs, generating \$56,815.00 in revenue. We have 14 instructors currently working 7 days a week on private lessons. The Red Cross has updated the lifeguard class, and we are working on getting the entire staff updated by Aug 2024 with the new course. We have a lifeguard class planned for April for the community, and more lifeguard classes will be added during the summer with the new Red Cross process. Paddle Board Yoga has been extended until May, and we will be sending our Aquatics Coordinator to the Ridgefield Rec Center to become a certified Water Safety Instructor, with the NCC covering half of this course.

The NCC has submitted an ARPA request, along with the Senior Center, to upgrade our current aging camera system. Please see the attached letter.

Kinga and I had the opportunity to meet with many tenants on the campus and members of FHA and other town department heads regarding the ongoing parking concerns on the campus. Economic Development is working on putting an RFP out to survey open spaces for additional parking and areas to expand on the campus.

Due to shipping delays, it appears that our playground equipment will be delivered at the end of July for an August installation. Unfortunately, we will not have this installed for camp this season.

Our last indoor Farmers Market will be on May 14th. We are excited about the response we've had and plan to host the market again next year. Thank you to Taunton Press for donating 12 chairs and 4 tables for the patio. This will be a great addition.

Lastly, I am pleased to report that with a grant, we will be able to collaborate with public works and install EV Chargers on-site in the near future.

Newtown Community Center - Special Revenue Fund ESTIMATE  
From July 1, 2023 through July 31, 2024

Revenues	Acct	Approved Budget-Fiscal Year		2023-2024												Deferred Revenue Adjustment		YTD 2023-2024
		2023	2024	JULY 2023	AUG 2023	SEPT 2023	OCT 2023	NOV 2023	DEC 2023	JAN 2024	FEB 2024	MAR 2024	APR 2024	MAY 2024	JUN 2024			
State Grants	4280	50,000	-	-	-	-	-	5,342	-	-	5,000	-	-	-	-	-	-	10,342
NPC Grants	4281	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Federal Grants	4290	55,000	14,547	9,413	4,440	6,973	6,696	4,903	6,268	5,269	8,615	-	-	-	-	-	-	67,124
Rental Income	4291	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000
Other Grants	4295	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Charges for Programs	4301	420,000	278,595	26,241	38,952	28,884	16,327	27,133	24,011	107,050	89,998	89,998	-	-	-	-	-	637,229
Charges for Aquatic Programs	4302	189,000	38,017	27,184	14,047	32,644	20,644	30,991	30,260	39,327	30,999	95,064	-	-	-	-	-	264,100
Membership Fees	4303	745,000	77,071	76,146	84,006	79,457	77,798	85,305	87,275	89,656	213	-	-	-	-	-	-	751,778
Special Events	4304	15,000	30	185	208	5	78	-	-	-	-	-	-	-	-	-	-	719
NCC-Childcare	4306	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest on Investments	4400	138,000	92,896	100	7,289	10,571	11,009	120	117	207	7,383	-	-	-	-	-	-	129,693
Misc. Revenue	4500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	16,297
Income-Community Caf�	4510	7,500	380	299	200	790	544	367	314	831	733	-	-	-	-	-	-	4,458
Income-Healthy Vending	4520	850	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Donations	4550	40,000	7,811	392	1,420	5,500	4,815	1,013	2,432	5,344	12,946	-	-	-	-	-	-	769
Donations-GE	4555	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Scholarships	4560	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	41,673
Transfers In	4600	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Revenues Total		1,660,350	509,318	140,079	150,538	170,637	143,179	160,462	155,915	252,856	251,199	-	-	-	-	-	-	1,934,182
Expenditures	Acct	Approved Budget-Fiscal Year		2023-2024												Deferred Revenue Adjustment		YTD 2023-2024
		2023	2024	JULY 2023	AUG 2023	SEPT 2023	OCT 2023	NOV 2023	DEC 2023	JAN 2024	FEB 2024	MAR 2024	APR 2024	MAY 2024	JUN 2024			
Salaries & Wages - Full time	5110	315,961	23,516	23,498	33,105	24,574	24,574	24,574	24,574	24,574	24,574	36,861	-	-	-	-	-	239,849
Salaries & Wages - Part Time	5115	479,844	69,520	78,222	56,631	37,175	39,512	38,668	32,302	40,826	63,868	-	-	-	-	-	-	454,723
Salaries & Wages - Seasonal	5117	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	491
Salaries & Wages - Childcare	5119	57,319	56,360	253	340	245	259	755	(321)	291	352	-	-	-	-	-	-	58,534
Group Insurance/LI/LTD	5210	60,327	7,043	7,707	6,790	4,870	4,849	4,666	4,269	4,923	7,589	-	-	-	-	-	-	52,506
Social Security Contributions	5220	18,812	1,176	1,175	1,517	952	952	952	952	952	1,428	-	-	-	-	-	-	10,054
Retirement Contributions	5230	1,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	905
Fees & Professional Services	5301	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	154
Special Events	5304	2,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	731
Marketing	5330	42,000	273	-	-	-	-	-	-	-	-	-	-	-	-	-	-	22,659
Water/Sewers	5411	27,500	3,297	1,363	1,648	1,548	1,576	1,576	2,262	212	3,384	-	-	-	-	-	-	16,205
Repair & Maintenance Svcs	5430	4,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Copier Leasing	5443	173,279	1,656	18,415	14,266	9,936	9,182	13,421	21,420	10,978	10,463	-	-	-	-	-	-	109,756
Contractual Svcs	5505	6,200	100	837	286	93	1,311	367	1,202	1,202	1,202	-	-	-	-	-	-	4,195
Buses, Travel & Education	5580	12,000	381	1,244	581	1,543	2,335	156	112	877	-	-	-	-	-	-	-	7,229
General Supplies	5610	9,050	1,442	239	448	16	600	1,013	1,735	1,735	-	-	-	-	-	-	-	5,492
Office Supplies	5611	20,570	751	2,761	1,671	632	1,214	1,318	715	2,036	-	-	-	-	-	-	-	11,098
Program/Recreation Supplies	5612	23,500	11,093	3,169	2,223	461	4,954	530	3,569	-	-	-	-	-	-	-	-	25,999
Pool Supplies	5614	5,000	238	457	-	-	-	-	-	-	-	-	-	-	-	-	-	1,833
Community Events	5617	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Childcare/NCC	5618	59,000	3,693	3,294	3,738	7,947	4,576	4,906	4,488	-	-	-	-	-	-	-	-	32,642
Energy-Natural Gas	5621	128,000	10,585	9,292	9,631	7,848	8,376	9,943	119	20,668	-	-	-	-	-	-	-	76,460
Energy-Electric	5622	-	176	180	1,912	104	866	174	2,415	-	-	-	-	-	-	-	-	5,826
Community Caf�	5630	8,750	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	126
Equipment	5746	140,000	3,090	9,124	1,821	4,505	12,659	4,589	1,399	-	-	-	-	-	-	-	-	35,788
Capital	5749	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,399
NPC Expenditures	5804	65,000	1,662,612	5,791	3,760	5,306	4,862	4,612	3,937	4,407	4,770	7,118	-	-	-	-	-	44,563
Other	5895	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,219,218
Expenditures Total		1,662,612	165,613	170,159	148,971	105,962	111,089	120,142	120,518	102,068	174,897	-	-	-	-	-	-	714,964
Revenues over Expenditures			343,505	(30,080)	1,567	65,075	32,090	40,320	35,397	150,788	76,302	-	-	-	-	-	-	-
Beginning Fund Balance			5,083,551	5,427,056	5,396,976	5,398,543	5,463,618	5,495,708	5,571,425	5,536,028	5,571,425	5,722,213	5,798,515	-	-	-	-	-
Ending Fund Balance			5,427,056	5,396,976	5,398,543	5,463,618	5,495,708	5,571,425	5,722,213	5,798,515	-	-	-	-	-	-	-	-

\$56,360.00 Yearly medical benefit paid in August

\*Fund Balances may change due to timing of Accounts Payable

April 12th, 2024

Dear American Rescue Plan Committee Members,

I am writing to request funding in the amount of \$28,500.00 for security upgrades to the Community Center and Senior Center. The current security and camera system at our facilities is aging, failing, posing a risk to the safety and security of our patrons, staff and facility.

Due to budget constraints, security was removed from our project, leading us to utilize outdated cameras from the Sandy Hook School. However, these cameras are now approximately 10 years old and in need of replacement. Additionally, we require additional cameras to be installed around the exterior of the buildings to address recent incidents of damage to our new patio, bathrooms, new playground, parking lots and parts of the Senior Center caused by campus visitors.

Furthermore, we plan to enhance security by installing automatic locks on the exterior campus bathrooms. These bathrooms are used by visitors of the Fairfield Hills Campus.

After speaking with both Finance Directors, they believe this allocation of funds is a prudent use to mitigate security risks and alleviate the burden on next year's budget.

The extensive damage to our exterior bathrooms, patios, and other areas around the building necessitates enhanced surveillance. This upgrade will provide coverage to areas that were previously unprotected, ensuring the safety of residents, families, and children who utilize our programming and childcare services.

We appreciate your consideration of this request and the opportunity to enhance the safety and security of our community center and senior center facilities. Fortunately, we can retain the current infrastructure and allocate funds solely to update these items. Please feel free to contact me if you require any further information.

Thank you for your attention to this matter.

Matt Ariniello, Community Center Director  
Natalie Jackson, Human Services Director