

Falls Village Rec. Commission  
Meeting January 4, 2010

A meeting of the Falls Village Recreation Commission was held on Monday January 4, 2010@7:00pm at the Town Hall. Recreation Commission members present were Doug Cohn, Beth Grayson, Margaret Caiati and Betsy Howie; along with Cheryl Hunter and Sabrina Smeltz from the Northwest Connecticut YMCA.

Minutes

Meeting opened at 7:05pm

Old business:

1. Reviewed Minutes from December 7, 2009 meeting:  
A motion by Betsy Howie to accept minutes as written was second by Beth Grayson. Unanimously approved.
2. Rec. Center sign installation update:  
The commission recognized the email, from alternate member John Hart, confirming the installation of the new sign at the Town Pool. The commission is very grateful to Tim Downs and the town crew for completing this project.
3. Multipurpose Field:  
Possible members for a new Multipurpose Field sub-committee were discussed. Doug will continue to contact members on other town committees. Once the members are all identified a letter of recommendation for appointment will be sent to the Town Selectman.
4. New Policy Development:  
Betsy created preliminary forms for use when approving applications for sponsorship of programming. The 'required documentation' needed from applicants was discussed and Margaret will review/update for next meeting.
5. Member Recruitment:
  - Beth confirmed letters sent to the Selectmen requesting that absentee memberships are not renewed. Beth will follow through to confirm receipt by Selectman.
  - The Commission members are recruiting for two positions. The recruitment solicitation letter was reviewed. Betsy to initiate posting on the Falls Village Blog and at Town Hall.

New Business:

1. Develop Summer Program:

The YMCA

Sabrina Smeltz, Associate Executive Director and Cheryl Hunter, Program Director met with the commission to discuss the YMCA's continued administration of the Town Pool. The following topics were discussed:

- *Communication*: Improvement in communication by instituting bi-monthly meetings with Program Director and commission during contracted weeks and/or assigning a point person on commission to field questions and issues, create clear focal point at Pool containing contact information for YMCA staff and additional communication to public.
- *Programs*: Improvements to programs offered at pool including Swim lessons, Water fitness exercise classes, Swim teams, CPR/Lifesaving classes (YMCA certification).
- *Administration*: Improvements to YMCA staffing and hierarchy of supervision. Create Co-supervisor position maintaining a head lifeguard on premises during operational hours. Improve management of pool admission; checking registrations of residents and collection of non-resident fees.
- *Term of service*: 10 week program running June 28<sup>th</sup> through September 6<sup>th</sup>.

Sabrina Smeltz will put together a proposal for the 2010 season to be emailed to Margaret and reviewed by the commission at its next meeting.

- Commission to develop Town's level of administration at pool including; possible "Gatekeeper" positions, alternate registration process, maintenance of facilities, and grounds maintenance.
- Investigate the purchase and non-receipt of pool lane lines. Margaret will review files and contact Linda Paviol for proof of purchase.
- Investigate possibility of offering refreshments outside pool area provided by town organizations as a fundraising opportunity.

2. Town Request for Annual Report and Calendar:

Doug will prepare Annual Report on behalf of Commission. Dates for upcoming meetings reviewed, continuing with first Monday of each month.

There being no further business a motion to adjourn the meeting at 8:52pm was made by Doug Cohn and second by Betsy Howie.

Respectfully Submitted,  
Margaret Caiati, Commission member

