

# **WOODBIDGE RECREATION DEPARTMENT**

John Adamovich – Recreation Director

11 Meetinghouse Lane  
Woodbridge, CT 06525  
203-389-3446

## RECREATION COMMISSION MEETING MINUTES Monday, August 22, 2022

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### **PRESENT:**

Commission Members present: Mary Alvarado, William DeRosa, Michael Helfenbein, Smith Mowry, Jane Shernow, and Andrea Weinstein

Staff: John Adamovich, Recreation Director, Theresa Bahner, Pool Director, and Christopher Bahner, Assistant Pool Director, David Cohen, Senior Supervisor

Meeting Host: Jon DeMayo, Office Clerk

Recorder: Jim Franco, Office Manager

- 1) Meeting called to order 7:06 PM
- 2) Public Comments: no public comments.

3) Minutes: **Michael Helfenbein made a motion to approve the minutes from Monday, June 27, 2022. Mary Alvarado seconded the motion.** In section D, the g was missing from the word bringing. With that change, **all voted in favor. Smith Mowry and Jane Shernow abstained**

4) Liaison Report- Andrea explained an email that Jim forwarded to her from Gerry Shaw saying that liaisons are no longer required to attend meetings per Beth, from the July 13<sup>th</sup> Board of Selectmen's meeting.

5) Chairman's Report/Vice Chairman's report: A) Andrea welcomed John back from vacation. The Rec. Office has moved from Beecher to the lower level of Town Hall. Dave played a lead role in the move. Hopefully, the Old Firehouse maybe a solution in the future. Beecher needed the space. There is a need for a satellite office at Beecher School. Dave got Rec. the small space next to our old office. Andrea spoke about the meeting that was held with WAC representatives and other Town officials and will be discussed under pool. Mary was the last WAC liaison that we had, and no one since. Andrea concluded that the next Community Center Building Committee meeting is on August 30<sup>th</sup>. B) Smith mentioned how his son went a week and a half to camp and enjoyed it. It was an amazing job, and a great program. He had a great time. He thanked Andrea for mentioning about the triathlon at the last meeting. Smith attended 3 out of the 4 concerts.

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6 A) Pool – Theresa spoke about the meeting with WAC that Andrea and other Town Officials attended. She mentioned how there needs to be another liaison to continue the line of communication. The pool is running great. The pool hours have expanded, Monday and Wednesday 7 pm to 9 pm, Tuesday and Thursday 3 pm to 6 pm. There is a reciprocal agreement with the JCC and Orange. The JCC is not closing this year, but Orange is currently closed and using our pool. The pool will close September 3 for pool maintenance for structural review. The pool will be drained for much needed maintenance. The pool will be closed a minimum of three weeks and it could be longer. B) Requested by Finance Department to Review Fees-what other Town's charge for pool usage was included in the packet prepared by Jon DeMayo. Cheshire and Orange are the most comparable to ours. Orange charges \$32 per hour for their ARAQ swim team, which is their WAC equivalent. WAC swims Monday, Wednesday, and Friday, 5 pm to 7:45 pm, Tuesday and Thursday 6 pm to 9 pm, and 7 am to 9:30 am, for the period of September 15 to the end of July. Andrea made a point to say that Jim had communications with WAC. Amity High School no longer swims here. Theresa made a point that extended day uses the pool. It is a safe and secure environment. There is a Site Supervisor. Students go from extended day to WAC. Theresa explained how the pool has three lane lines which is all that Rec. needs. The starting blocks are not used by Rec. Everyone was hit hard by COVID. WAC, along with Rec. swim lessons, took a hit. It needs to be determined what WAC should be charged, taking into consideration labor, pool materials, maintenance, and electricity. Brad should be able to answer the annual cost. All that information comes from the Pool and Gym budget. WAC currently pays \$21.71 per hour. The increase should be in increments. Tony had asked Rec. to look into the fee structure. Cheshire is a meter pool; it is large than our pool. The rate needs to be raised, but not all at once. Andrea proposed \$25 an hour, but it was felt that more information was needed before a decision will be made. The Pool Director will email everyone the progress.

7) Personnel: Logan Matthews, Dante Hardt, and Patrick Yang for Sports Leaders. They have passed their sex offender list and background checks. They will be making minimum wage of \$14.00 per hour. Smith Mowry made a motion to approve the Sports Leaders. Michael Helfenbein seconded the motion. All voted in favor. John Adamovich mentioned all the work that Dave Cohen does. He asked the commission to change his title from Senior Supervisor to Assistant Director, but no salary increase. **Michael Helfenbein made a motion that the Recreation Commission recommend to Anthony Genovese that David Cohen get the title Assistant Recreation Director. Andrea Weinstein seconded the motion. All voted favor.** Mike thanked Dave for his dedication over the years.

8) Summer Concert report: Kathy will attend next month with her summary

9) Road Race: October 1.

10) Director's Report:

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A) Fitness Center Fine. It will be moving to the Old Firehouse in the future.

B) Outdoor Facilities: Pease Road fields reopened after the Parks Dept. had the overseeding project.

C) Tennis Courts: Courts being used. John stated how pickleball is big in Florida.

D) Programs and Sports: Summer camp went well. Jim mentioned how the new Trip Coordinator, Tonya Ayotte, did a great job in her first year replacing Coach Jacobs. He also stated how Dave Cohen and the maintenance crew did a great job. John said that Nick Dottori will not be coming back next summer as Camp Director. Abby Ginsberg will be the Camp Director next summer. Nick has formally trained her.

E) Financial Report: Expenses through July 2022 are \$91,316.15 that is 17.9%. The expenses through June, the end of fiscal Year 2022 was \$515,936.59 which is 98.2%. Expenses through June 2021 were \$312,900.57 at 94.5%. The income through July was \$21,243.50 at 8.7% The percentage of which that was paid by credit card is 50.2%. Income through June 2022, the end of the fiscal year was \$211,890.88 at 117.4%, of that 87.4% was collected by credit card. Fees collected through June 2021 were \$169,860.88, at 138.7% Jim explained for both years we collected more than expected, especially considering the lower class sizes due to COVID. Smith questioned about passing on the credit card fees. Jim explained how every year, John raises the fees 2 %. The first year that Rec. started accepting credit cards, the fees went up 4% to match what the credit card charges. Michael had inquired if 4 percent was the going credit card rate. Jim confirmed.

9) Policies and Procedures: Emergency Action Plan enclosed. Corrections made as suggested from the June Commission meeting. Also, the section added by Chief Cappiello was included. Page 8, personnel should be changed to occupants. Another correction on that page should be assistants should be assistance. Physically challenged should be changed to physical and cognitive disabilities. Andrea will go through the document and send more changes.

10) Correspondence- A) Fall Field Request from Amity Travel Soccer– Jim explained that there are no conflicts on Wednesday evenings, but there is a conflict on Tuesday and Thursday. Andrea **made a motion to approve Amity Travel Soccer fall field request with the limitations that Jim mentioned. Smith Mowry seconded the motion. All voted in favor.**

11) Other Business: none

Next meeting September 19, 2022 7 pm.

12) Jane Shernow **made a motion to adjourn. Smith Mowry seconded the motion. All voted in favor. Meeting adjourned at 8:45 pm.**