

Town of Goshen

RECREATION COMMISSION
REGULAR MEETING

Monday, June 20, 2022

Present: Chairman, Don Patterson; Katie Hennessy, Recreation Director; Nanci Howard; Angela Rossbach; Sue Breakell; Garret Harlow

Excused: Patrick Lucas

1 Call to order: 7:05 p.m.

2. Secretary's Report: In a **motion** made by Nancy Howard, seconded by Susan Breakell, it was **voted** to approve the minutes of May 16, 2022. Voted unanimous.

In a **motion** made by Susan Breakell, seconded by Nanci Howard, it was **voted** to approve the minutes of Special Meeting of June 6, 2022. Voted unanimous.

3. Old Business: None

4. New Business:

Camp/Staffing Status: New staff are place: Camp Director – Rachel M; Assistant Director – Mandy C. Training has been completed, supplies are all in place. The Camp in is “turn key” condition.

Camp Registration Status: Current registrations as of this day is 100 children.

Tri-Town Collaboration: Warren is looking forward to future collaborations with Camp Coch incorporating larger events, some using the Goshen Fair Grounds. Warren, Morris, & Goshen will be forming basketball competitions, large bus trips. Potential Future Collaborations with movies and concerts.

Some of the Events for June 2022:

Saturday, June 4-Concert: Country Steel

Senior Picnic, June 8th 11:30 a.m. to 2:00 p.m.

5th Grade Party, June 21 – outside 8:00 a.m. to 4:00 p.m.

Monday, June 27th Camp begins: 8:30 a.m. to 3:00 p.m.

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Some of the Events for July 2022:

Friday, July 29 - Concert – Night Shift

Some of the events for August 2022:

Final Day of Camp – Friday August 5

Soccer Camp begins – Monday, August 8th

Last Day of Soccer Camp, Friday, August 12th

5. Interim Responsibilities Overview:

1. Monthly Agenda
2. Weekly Financial Report (Wednesday)
3. Process all invoices:
 - a. Two (2) copies – 1 to Finance dept. – 1 to Recreation Dept.- record
 - b. Assign to line-item
 - c. Voucher, when required
4. Prepare checks:
 - a. Nightshift Band (*have check ready for day of concert.*)
 - b. Instructors
5. Water Testing: *new from State of CT
 - a. Review Monthly Report
 - b. Ensure coliform and State regulation compliance
6. Facility Maintenance:
 - a. Process maintenance fee on time (Earl)
 - b. Ensure all facilities are in working order
 - cc. Ensure facility compliance *at all times.*
7. Communications (contractors, collaborations, community, compliance)
 - a. Emails: Approx 40-60 per day (depending on the time of year)
 - b. Cell phone: Both texts & calls (this will need to be given to Camp Director for parent communications).
 - c. Office phone

6. TO DO:

Surveillance Policy:

An extended discussion took place among the Commissioners. Exterior camera – waiver of photos, parental knowledge. *All info for this under the purview of First Selectman, Camp Director.* In a **motion** made by Nanci Howard, seconded by Garret Harlow, it was **voted** to have outdoor surveillance camera functioning from dusk to dawn only. Voted unanimous.

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Office Transfer, Update and Change:

1. Social Media Account
2. Voicemails
3. E-mail signature
4. State of CT water compliance contact information (form to be filled out with new director.
5. Trails with grants – Joyce Mowry

Adjournment:

In a **motion** made by Susan Breakell, seconded by Nanci Howard, it was **voted** to adjourn the meeting at 7:56 p.m. Voted unanimous.

Respectfully submitted,

Lucille A. Paige, First Selectman's Aide