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*Linda Paradise*  
TOWN CLERK, ASST

**SPECIAL MEETING**  
**THURSDAY, January 10, 2019; 7:00 PM**  
**MERRILL SENEY ROOM, TOWN HALL**

1. The call to order was by Chair Steve Bordua at 7:00 PM
2. Attendance: Steve Bordua, Cynthia Antos, Robbie L'Heureux, Thomas Jourdan, Donna Godzik, Kimberly Prescott  
Absent: Diane Keefe, Robert Monahan  
Miranda Skaradowski, Interim Recreation Director  
Dotti Durst, Recording Secretary
3. Budget for 2019-2020: Review
  - The budget seems to be working well in the current fiscal year
  - The legislature is on the verge of increasing the minimum wage in Connecticut. This will impact the salaries for some Recreation Programs staff; enrollment requirements, however, will be adjusted to cover any increase.
  - Ice Hockey may not be possible/no one has stepped forward
  - Grant requests from 2 of 4 activities have been received (deadline is Jan 18) and are consistent with the current fiscal year.
  - Note that the line item for Summer Concerts is split into two fiscal years, as that is how the calendar falls.
  - The Congregational Church may sponsor a Summer Concert: will this change the budget amount?
  - Booking local musicians seemed to be helpful to concert attendance.
  - M. Skaradowski- an imbalance in the salary rates for Supervisors in some programs compared to newer staff members has arisen; proposal- increase the hourly rate by \$ .10 for PurelyRec After School staff and increase Supervisors, an increase of \$ .50 per hour. The consensus was to await the decision of the legislature regarding minimum wage increases, which it appears will be known soon.

**Motion C. Antos seconded by T. Jourdan to accept the 2 Grant requests presented to date from Youth Soccer and Little League carried unanimously.** S. Bordua- the other 2, Senior Programs and Project Graduation, should be in by the next Recreation Commission meeting.

**Motion R. L'Heureux seconded by D. Godzik to carry over all the line items in the Recreation Commission budget in the same amounts as they appeared in the current fiscal year, except for possible Union or other own-mandated increases carried unanimously.**

- Question: is there an annual review of staff? There are 2 kinds of review. One is a performance review. This is conducted as each scheduled Recreation Program ends and the staff are relieved of duty. The seconded is a pay schedule review. M. Skaradowski- each year when advertising for staff in a program is being put together, pay levels are determined and a range is stated. Pay increases are not done on a per-person basis, but returning staff members in a particular Program are typically paid an increment more.
- In Purely Rec, the staff members work all year, as compared to staff who are in a seasonal or summer-only program.
- S. Bordua- let's keep an eye open for incremental ways to keep program costs down. That encourages maximum town residents' participation.
- Let's look at the TBA, to inquire if they will be a program sponsor, with identification on the participants' tee shirts.
- It is important to keep staff pay levels competitive with nearby towns, in order to hold the excellent staff members we have.

- 4. Motion by C. Antos seconded by R. L'Heureux to go into Executive Session at 7:35 PM, for discussion of hiring a Recreation Director, carried unanimously.**

Executive Session ended at 8:30 PM

- 5. Adjournment was by Chair S. Bordua at 8:31 PM.**

Respectfully Submitted; Dorothy Durst, Recording Secretary      *Dorothy Durst*

*These minutes have not yet been approved by the Recreation Commission. Please refer to next month's meeting minutes for approval of and/or amendments to these minutes.*