

**TOWN OF SALEM
RECREATION COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, MAY 18, 2020– 7:00 P.M.
SALEM TOWN HALL – VIRTUAL MEETING VIA ZOOM**

Per State of Connecticut, Governor Lamont Executive Order Number 7B, the Town of Salem Recreation Commission meeting on May 18, 2020 will be following the suspension of in-person open meeting requirements. The public can view this meeting at:

Please click the link below to join the webinar:

<https://zoom.us/j/99358619426?pwd=TDFrZDV4ckxVbWMyZHZSUfU1QU1EUT09>

Password: 754010

Or Via Telephone:

Dial US: +1(312) 626 6799 or +1(646) 558 8656 or +1(346) 248 7799 or
+1(669) 900 9128 or +1(253) 215 8782 or +1(301)715 8592

Webinar ID: 993 5861 9426 | Password: 754010

PRESENT

Alan Maziarz, Chairperson
Robert Appleby
Art Bergman (7:02 p.m.)
Mary Jean Blezard
Mary Durkee
Crispin Fresco-Hawes
Teri Natoli (7:02 p.m.)

ABSENT

Jessica Fletcher

1. Call to Order

Chairman Maziarz called the meeting to order at 7:00 p.m.

He expressed his appreciation to the First Selectman's Administrative Assistant for organizing the virtual meeting.

2. Act on a Motion to Approve the Minutes of April 29, 2020

M/S/C: Durkee/Appleby, to approve the Special Meeting Minutes of April 29, 2020.

Discussion: None. Voice vote, 7-0, all in favor.

3. Adjustments to the Agenda – none

4. Public Comment/Guests/Correspondence – none

5. Report on the Budget: Alan Maziarz

Chairman Maziarz reported that 24.2% of their budget has been expended to date. Because there are funds remaining in their budget, Commissioner Appleby suggested the Commission reach

out to the sports leagues and ensure that they are properly equipped for the following season prior to the end of the fiscal year.

6. Recreation Program Coordinator's Report: Agnes Miyuki (*attached*)

All programs, classes, etc. have been canceled through June 15. Adult Tennis Lessons have been re-scheduled and Yoga, which would have two classes remaining, was canceled. Participants with remaining lessons will be rolled over into September when the classes are scheduled to resume.

Included in the Report, but sent under separate cover were the following attachments:

- Currently planned safety protocols for Skyhawks camps, which begin on June 29, and the Modeling & Fashion Camp, which will be held in August.
- Memorial Day House Decorating Contest Submission(s) received to date
- Updated Medallions report, which indicates that there are:
 - 5 (five) unfound medallions from Fall 2018
 - 6 (six) unfound medallions from Summer 2019
 - 12 (twelve) unfound medallions from Fall 2019

Three virtual programs/activities are now available:

- Summer Camp Online, which offers a wide range of live virtual classes
- Skyhawks Virtual Classes
- Minds in Motion Little Chemist's Kits on sale for \$26 each (includes materials & shipping)

Appreciation was expressed to those who responded and voted for the bands for the Summer Concert. The top two bands will be contacted and their deposit and/or cancellation fees will be investigated. Discussion ensued regarding the ability to hold the concert and the public's interest. The towns of Marlborough and Colchester will be contacted regarding their thoughts and plans, if any. Commissioner Natoli suggested the possibility of hosting a drive-in show or drawing social distancing circles such as those drawn on the grass in Central Park. Concern was also raised with respect to the sanitization of the bathrooms after each use.

7. Public Works Report: Don Bourdeau – *no report*

8. Unfinished Business

a. Memorial Day – Home Decorating Contest

The flyer will be resubmitted to the School for this week's Wednesday Folder, posted on Facebook, and an e-blast reminder will be sent to the Town's subscribers.

b. Medallions Order

Chairman Maziarz reported that correspondence was received from Kim Ford of *The Red House Cultural Arts Center* regarding the production of the medallions for this year's Find your Footprint project. Commissioner Natoli suggested the possibility of making them multi-colored and/or changing the footprint image, reflecting the sign of the times, and

allowing *The Red House* to make the color and design decisions. The Commissioners agreed to request the production of 20 to 30 medallions.

c. Cooking Class – Provider Farms

1) Alternative Options

Kerry Taylor of *Provider Farms* has expressed her interest in taking part in a Virtual Cooking Class in mid-June. The cost will be \$50 to \$75, including the ingredients which will be available for pick-up at the Farm. Chairman Maziarz will discuss the details, including the menu, logistics of shooting the video, means by which the class will be presented, i.e., Zoom, YouTube, etc., preparation of the ingredients, and the like, with the Farm. He will keep the Commission apprised of the status of the class.

d. Tennis Court Repair

Chairman Maziarz reported that the cracks have been repaired on the tennis court and the cosmetic work is pending.

e. Chess Club – Virtual Kick-off – *in process*

f. Salem Field Visits

The Commissioners agreed to hold part of their July meeting at a Salem field(s).

g. Forsyth Volunteer Field – *no updates; project on hold*

h. Disc Golf

Chairman Maziarz reported that he spoke with Disc Golf Consultant Shawn Callaghan, who expressed his concerns regarding the cost of installing only one to two baskets on the main area of the Pavilion and agreed to contact the vendor to investigate the possibility of maintaining the same per unit cost based upon the promise to purchase the remaining 16 to 17 holes in the near future. The property has been surveyed and the course has been laid out.

i. Ice Rink – *no updates*

9. New Business

a. CRPA Virtual Round Table Update

1) <http://crpa.com/resources/covid19>

Chairman Maziarz reported that many families have found themselves in a difficult position as many summer camps have been canceled. Those that are being scheduled as planned are experiencing very low registration numbers. Organizations are also discussing the possibility of hosting virtual camps, though many children may not be interested after engaging in virtual school sessions. Due to the difficulty with complying with the current COVID-19 restrictions, organizations are investigating no-contact, socially distanced activities which children could perform independently. New guidelines are expected to be released this week from the CT DEEP (Connecticut Department of Energy and Environmental Protection); they are currently following the Governor's Executive Order No. 7Q.

Commissioner Blezard, who also attended the Round Table, added that most of the camps are following the OECD (Organization for Economic Cooperation and Development) guidelines, which follows the Governor's mandate(s). Discussion ensued regarding the number of children who would participate in the camp and the possible need to install disclaimer signage at the town's fields and courts.

2) Verify Insurances/Waivers include COVID-19

Chairman Maziarz will consult with the First Selectman regarding the need to post signage informing participants of the risk(s) involved in participating in any recreation program as well as the need to update their insurance policies and add additional language to their waivers to cover COVID-19. Commissioner Natoli added that *The Salem Land Trust* will be adding signage at their trails encouraging hikers to engage in proper social distancing practices and safety protocols. She recommended placing such signage at the tennis courts, which are currently open. Commissioner Durkee also recommended placing permanent signage at the playgrounds as maintaining and ensuring their cleanliness would be extremely difficult. Discussion ensued regarding the responsibility and monitoring of the children's' health at the camps.

b. NEPA – State of the Region Webinar

Commissioner Blezard reported that Massachusetts, Rhode Island, and Connecticut are following the same or similar guidelines while New Hampshire and Vermont have very limited guidelines. Most of the day camps are utilizing their camps as a form of daycare as people begin returning to work. The children would be provided with and utilizing their own materials throughout the camp. The first camp in Salem will begin on June 29 with the Skyhawks' STEM & Play Basketball Camp.

M/S/C: Appleby/Natoli, to suspend all of the summer camps in the Town of Salem should the cancellation policy require a more than 30-day notice. Discussion: None. Voice vote, 7-0, all in favor.

c. U.S. Coast Guard Academy – Sponsor a Family Program

Chairman Maziarz informed the Commission of a flyer he received regarding the U.S. Coast Guard Academy's Sponsor a Family Program for the Class of 2020 Cadets.

11. Adjournment

M/S/C: Fresco-Hawes/Appleby, to adjourn the meeting at 7:58 p.m. Discussion: None. Voice vote, 7-0, all in favor.

Respectfully Submitted by:

Agnes T. Miyuki, Recording Secretary for the Town of Salem

Interim Recreation Coordinator Report – May 2020

ALL PROGRAMS/CLASSES/ACTIVITIES CANCELLED THROUGH JUNE 15

REGISTRATION FORMS

Now available online at: bit.ly/SalemRecOnlineRegForm

2.5% transaction fee (min. \$2.00) apply for those paying online – *non-refundable disclaimer added*

UPDATE

Salem Surge Soccer Club – new website: clubs.bluesombrero.com/salemsurge

VIRTUAL PROGRAMS

Summer Camp Online: summercamponline.com

Offers a wide range of live virtual classes; 10% of all purchases are allocated to us (*see attached flyer for affiliate info*)

Skyhawks Virtual Classes: skyhawks.com/page/company/skyhawks-virtual-classes/

MINDS IN MOTION Little Chemist's Kit

Consists of approximately 2 hours of 7 activities and is accompanied by online instructional videos

\$26, includes materials and shipping

Minds in Motion Info: <http://mindsinmotionnj.com/at-home-enrichment/>

YouTube video: <https://www.youtube.com/watch?v=a-GuVkgbVPQ&feature=youtu.be>

List of Virtual Activities:

https://www.salemct.gov/sites/salemct/files/uploads/virtual_and_online_activities_04232020.pdf

SCHEDULED PROGRAMS

- **Adult Tennis with Anne Santoro** (*dates revised*)

Tuesday Evenings, June 16 – July 14 (5 classes), 5:30-6:45 p.m.

Wednesday Mornings, June 17 - July 15 (5 classes), 9:30-10:45 a.m.

Fee: \$95 Resident | \$100 Non-Resident

Clinics will be limited to 4 students. More clinics may be added to accommodate those who wish to participate.

- **Skyhawks**

skyhawks.com

STEM & Play Basketball Camp, ages 8 to 11 (3rd to 5th grade), Class size: 8-20

June 29 –to July 2	9am to 3pm	Salem School Gym/Field	\$159
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Beginning Golf Camp, ages 5 to 8, Class size: 8-10

July 6 to 19	9am to 12pm	Salem Community Park	\$129
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Mini-Hawk Camp (Baseball, Basketball, Soccer), ages 4 to 7, Class size: 8-16

July 13 to 17	9am to 12pm	Round Hill Road Fields	\$129
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Multi-Sport Camp (Baseball, Basketball, Flag Football, Soccer), ages 7 to 12, Class size: 8-12

July 13 to 17	9am to 3pm	Round Hill Road Fields	\$149
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Lacrosse, ages 7 to 12, Class size: 8-20**

July 27 to 31	9am to 1pm	Salem Community Park	\$139
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Beginner Tennis Camp, ages 6 to 9, Class size: 8-10

August 3 to 7	9am to 12pm	Round Hill Road Tennis Courts	\$119
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Intermediate to Advanced Tennis Camp, ages 8 to 12, Class size: 8-10

August 3 to 7	9am to 12pm	Round Hill Road Tennis Courts	\$119
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* Salem School not available for use in July due to maintenance

** Lacrosse Camp will be moved due to UK Soccer Camp during the same week

- Hobby Quest**

August 10 – 14, Class Size: 8-16

<u>Airplane Engineers</u> (entering grades K-6)	9:00 a.m. to 12:00 p.m.	Center School	\$175/\$180 per class or
<u>Magic Wizards</u> (entering grades K-6)	12:30 p.m. to 3:30 p.m.	Center School	\$325/\$330 both classes

- Modeling & Fashion Camp**

for ages 5 to 11, Class size: 5-10

August 17 – 21	9am to 3pm	Center School	\$140/\$145
with outdoor Fashion Show (Pavilion?)			

SUMMER EVENT

- Regional Summer Concert Series with Colchester and Marlborough**

Marlborough: June 25, July 9, July 23, August 6

Colchester: July 2, July 16

Salem: July 30, August 13

Salem Community Park, 6:00 p.m.

Bands cost average of \$500 to \$1,000

Sound Engineer (if necessary) \$500 to \$600

Opening Band(s): The Music Bureau's Camp of Rock

<u>July 30 Food Trucks:</u>	Captain Scott's Lobster Dock	<u>August 13 Food Trucks:</u>	Scottie's Frozen Custard
	The Rolling Tomato		Brick & Basil Wood Fired Pizza
	Scottie's Frozen Custard		Curb Your Appetite (?)

Other Food Truck Options:

Buon Appetito Brick Oven Pizza, Flanders Fish Market, Archie's Wingz n Things, OzNBones BBQ, Uncle D's Blazin BBQ, Rustic Streets

Final Band Votes:

Point system: First choice, 3 points; Second choice, 2 points; Third choice, 1 point

	TOTAL	LOW	HIGH
F & Blues Band	5	\$600+	
Mass-Conn-Fusion	5	Negotiable	
Ball in House	4	\$1,300	\$2,500
AM Gold	3	\$2,000	\$4,500
Rotary	3	\$1,000	\$1,500
Andre & Eddie	2	\$600+	
What it is	1	\$600	\$1,500

FALL PROGRAMS**SuperTots Hoopster Tots**

Saturdays, September 12 to October 17

Salem Community Park

\$79

Grasshoppers, 2 years of age	9:00 to 9:40 am
Froggies, 3 years of age	9:45 – 10:25am
Rabbits, 4 years of age	10:30 – 11:10am
Kangaroos, 5 years of age	11:20am – 12:10pm

Skyhawks STEM Flag Football

Ages 7 to 11

Sundays, September 13 to October 25, 9:30 to 11am

Round Hill Road Fields

\$99


FUTURE PROGRAMS


- **Salem Land Trust** – partner up to host walks along the trails
- **Florence Griswold Museum Art Programs** for kids and adults
- **EYES for Learning LEGO Camps**
- **Cardio Dance Classes**
- **Dog Obedience & Therapy Dog Classes**
- **Yo-Yin-Ga Yoga** (September)

POSSIBLE FUTURE PROGRAMS

Flag Football – Ryan Waterman
 Whitewater River Rafting
 Bus Tours
 Toddler Ballet
 Horseback Riding
 Women's Pick-up Basketball

Lighthouse Tour (requested by Seniors)
 Bingo
 Art Studio Tours
 Farm Day/Tour
 Kid's Test Kitchen


From:  Sarah Kelley-Reid <skelley@skyhawks.com>

May 15, 2020 2:52:46 PM 

Subject: Skyhawks Protocols for Cap this summer

To:  skelley@skyhawks.com

Bcc:  **Agnes Miyuki**

Attachments:  CT - SKYHAWKS SUMMER 2020 PROTOCOL LEVELS POLICIES (COVID-.pdf...

Good afternoon and Happy Friday!!!

As we all get closer to finalizing what camp will look like this year, I wanted to make sure you could all see what plans we have been working on putting in place for Skyhawks camps this summer. We know how important camp is for these kids who have been stuck in solitude for so long, so we look forward to being an outlet for them while also making sure we do everything we can to keep the kids and staff safe.

Alex and I have been closely monitoring all of the various avenues for information. We were on the OEC call, the NRPA call, the CRPA call, saw the CDC guide for camps as well as I have received personal guidance from Val at CRPA. We have taken all of the info given and formulated our own plan of action. Please review the attached letter so that you can see all our new policies and procedures for this summer.

Also, with the new ruling of half day camps not being mandated as an actual camp, we have a solution. We would like to turn all half day camps into 9-1 camps and take a lunch break so that we can still be considered a camp and have the same ratios, maxes, rules etc. This way all camps have the same guidelines and parents won't be confused about the differences and why the kids have to wear masks in one camp but not the other.

Please get back to Alex and I in regards to summer plans so that we can best be prepared for all our camps starting June 29.

Thank you all so much for your continued support and trust over the years. I can assure you we are taking this very seriously.

Sarah Kelley-Reid | CT & NY Area Manager
[Skyhawks Sports Academy](#) | [SuperTots Sports Academy](#)
(860) 575-7061 | skelley@skyhawks.com

"TEACHING LIFE SKILLS THROUGH SPORTS"



Skyhawks Sports Academy

Summer 2020 Protocol Levels and Policies in Response to COVID-19

“Our Plan to Ensure a Safe, Fun Summer for our Participants Across the Country”

Based on state and local guidelines, Skyhawks summer camp programs will operate under level 3 protocols in Connecticut. Listed policies and procedures will be implemented in all regions. As local guidelines on social distancing, gathering size limits and youth activities change, the protocol level in an area may change accordingly. All programs will be run either outdoors or with strict gathering size limits indoors based on facility size. While this summer will be run differently than our traditional camp season, our goal is to provide a fun, skill-building experience for each child that improves their confidence and instills a passion for an active lifestyle. More than ever, safety is our top priority this summer! The Skyhawks team will strive to make the best decisions based on the unique conditions and guidelines in each community we serve.



Connecticut Summer 2020 Camp Program Policies in Response to COVID-19

**These policies should be practiced at all Summer 2020 programs with adjustments based on state and local guidelines*

1. Skyhawks will closely follow and monitor all CDC guidelines related to youth-specific activities and sports/camp-related policies.
2. Skyhawks program staff, participants and any family members must not be or have been sick within the past 14-days. Any staff member or participant who does not comply will not be allowed at programs until the 14-day minimum has been reached.
3. All staff and children are required to be screened for any observable illness, including cough or respiratory distress, and to confirm temperature below 100 degrees Fahrenheit. Screening includes assessing health by taking temperature.
4. Parents will be asked to take their child's temperature upon arrival. Staff or children who have a temperature greater than 100 degrees are not permitted into the program.
5. Group sizes are limited to 10 children. Total number of groups onsite not to exceed three (three groups = 30 children). Each group will have the same coach and the same group of participants for the duration of the program. Groups are not allowed to mix/intermingle.
6. Participants within each group must be socially distanced by a minimum of six feet for the duration of the program.
7. If a child becomes ill or develops an elevated temperature at camp, the child will be moved to a designated area at least 15 feet away from other participants. Parents will immediately be notified to pick up their child.
8. Staff must always use a face covering for the duration of the program.
9. Programs will be run outdoors where possible with indoor locations being approved based on strict gathering size limits according to facility size. If a program is indoors, check-in/check-out procedures should happen outside.
10. No contact check-in/check-out – Parents will check in their child from 6-feet away verbally acknowledging child's name for attendance purposes stating any special notes regarding allergies, approved pick-up contacts, health concerns, etc. Participant belongings shall be spaced six feet apart.
11. First meeting parent orientation – Shall be conducted outside with parents following social distancing guidelines.
12. Modified roster document – Roster packet will include: Program information, attendance sheet with child information and parent contact details, participant notes, staff/immediate family 14-day no-sickness acknowledgment, participant/immediate family 14-day no-sickness acknowledgment (verbally communicated/acknowledged)



- 13.** Strict hand washing practices – Before/after snack breaks and lunches children must wash hands for 20 seconds with soap and water or use a hand sanitizer that contains at least 60% alcohol. Skyhawks will provide hand sanitizer as an extra precaution (while supplies last), but we urge parents to provide their child with their own bottle which should not be shared with other participants.
- 14.** Snack and Lunch Times – As normally practiced, sharing of food or drink is strictly forbidden.
- 15.** Face touching – Skyhawks staff will remind participants throughout each session not to touch their face, mouth or eyes. Participants will also be reminded to cover all coughs and sneezes with their elbow crease/forearm. Dispose of soiled tissues in a designated trash bin immediately after use. Participants will need to wash their hands for 20 seconds with soap and water or use a hand sanitizer that contains at least 60% alcohol after sneezing, coughing and nose blowing.
- 16.** Equipment – All equipment will be sanitized after each camp session and during sessions as needed.
- 17.** Peer and coach interaction – High fives, fist bumps, hugs and other peer-to-peer/coach-to-peer contact not allowed.
- 18.** The parent's role – In addition to a water bottle, snacks and lunch (full-day camps only) and sunscreen, parents should provide hand sanitizer (if available) and must provide a towel which will help in limiting facial touching.
- 19.** Facility requirements – All program facilities must have access to running water and soap. Facilities must be recently and regularly maintained by on-site maintenance staff to ensure a safe, clean environment for programs. All participants must wash their hands after using the restroom for 20 seconds with soap and water or use a hand sanitizer that contains at least 60% alcohol.
- 20.** At-Risk Groups – Persons who are older, pregnant, or who have underlying health conditions, including those with compromised immune systems or respiratory conditions like severe asthma, are at higher risk to develop complications from COVID-19. These individuals should not drop-off/pick-up participants, participate in programs or instruct programs.





Scenario Procedures: Staff or Participant Tests Positive for COVID-19


**Scenario procedures may vary depending on local, state and CDC guidelines*

1. If a staff member or participant tests positive for COVID-19 during a program, the program will immediately be cancelled and staff members, participants and partnering organizations will be notified. The local health department will be notified. All registered participants will receive a prorated credit to their customer account.
2. If made known to Skyhawks that a staff member or participant tests positive for COVID-19 within two weeks of completion of a program, staff members, participants and the partnering organization will be notified. The local health department will also be notified.
3. If a Skyhawks staff member tests positive for COVID-19, they will be placed in an inactive status until they are symptom free and 14 days have passed since their last symptom **or** they provide a doctor's note stating a negative test result.
4. If a Skyhawks staff member reports symptoms of COVID-19 (e.g., fever, cough, shortness of breath), they will be placed in an inactive status until at least 72 hours have passed since recovery defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms **and** at least 10 days have passed since symptoms first appeared.

From:  <tina@johncasablancasct.com>

May 16, 2020 6:10:14 PM  

Subject: JC Modeling Summer Camp 2020

Cc:  <newfaces@johncasablancasct.com>

Bcc:  **Agnes Miyuki**

Hi,

I wanted to touch base regarding our summer camp.

We have been receiving several email updates and some of the emails give us the impression that we could offer our camp to more campers (up to 9 plus counselor) if we supply a meal (breakfast or lunch) which seems risky to me and I'm not sure that is actually true. Could you confirm if that is the case?

Also here are the details on our curriculum- do you think we could make it work for your town?

- Makeover Monday- We would request the campers bring their own makeup.
- T-shirt Tuesday: We can accommodate with the regulations as long as the town can supply us with enough tables or desks for people to be 6 feet apart.
- Wanna be Famous Wednesday: We can accommodate with the regulations
- Photo shoot Thursday: We can accommodate with the regulations.
- Fashion Show Friday: The only way we think this will work is if we host a virtual fashion show via zoom so the campers can perform from their home. We can have them rehearse at camp and then do the show later that day, so long as that is ok with the parents. Or, we can photograph and video it and send images to the parents. Otherwise, with parents we will have way too many people.

Can you also confirm whether the counselor must take the campers temp or if the parents can do? I have serious concerns about having my counselors touch the students and have to disinfect a thermometer.

Please let me know and we will reply asap if we think we can do the camp or not. Doing the camp for only 4 people isn't worth it for us so unless we can increase the number then I fear we will opt out for this year.

Thanks!

Tina M. Kiniry
President, John Casablancas of Connecticut
30 Cold Spring Road, Rocky Hill, CT 06067

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