

Standclift Cove Authority
Special Meeting - @ New Hartford Town Hall
6 PM – January 25, 2024

Minutes

Attendance:

Penny Miller, Erik Perotti, Brian Grant, Paul Sutter & Melissa Roy. Absent: Aaron Jack. *Brian Grant had to leave at 7:01pm.

Call to order:

Meeting was called to order 6:05 by Ms. Miller

Approval of Minutes:

Minutes for the meeting on 9/14 Motion to approve by Mr. Sutter, Seconded by Mr. Perotti
- Approved by all in attendance.

Minutes for the meeting on 10/5 Motion to approve by Mr. Perotti, Seconded by Mr. Sutter.
- Approved by all in attendance.

Public Comment:

none

Communication:

Request was made by Tyler O'Neil regarding discounted passes for members of both Barkhamsted and New Hartford Volunteer services. Discussion was made and at this time the commission feels that due to the financial obligations of the Cove we are unable to provide discounted passes to anyone other than seniors and veterans.

Hiring:

The commission has decided to rename the supervisor position to Staff. Starting this 2024 season all hired persons working with members and checking in cars will be referred as Staff. Hired persons with lifeguard certifications will be called Lifeguards. The commission will also work on job descriptions for both staff and lifeguards prior to hiring.

The commission has decided to look into hiring fewer staff for the 2024 season. The current proposal is for 5 staff. The commission is working on the minimum amount of hours for staff.

The commission is also looking at hiring a minimum of 15 lifeguards. Ms. Roy will reach out to Northwest Regional and Oliver Wolcott to try and recruit students from the swim teams. Mr. Perotti will reach out to last year's lifeguards to check on interest. Ms. Roy will also create a

flyer to be sent to the high school. This flyer will be shared with the commission members, posted on the Stanclift Cove facebook page and it will include the email address for contact as well as a QR code.

A discussion regarding covering ½ of the certification costs for the first year and ½ the certification costs for the following year for candidates that are interested but not certified. Candidates would have to commit for the whole season to get the reimbursement each of the two years. A decision was tabled for a future meeting.

A discussion was had regarding swim lessons as the structure was very confusing to the staff and many times resulted in a guard present and the family never showed. This resulted in a loss to the Cove as the lesson was not paid in advance and the Cove still had to pay the guard for their time. It was decided that all lessons will be paid in full in advance.

A discussion was had regarding the position of Waterfront Director and head lifeguard. It was decided that to keep consistency the Waterfront Director will absorb the position and create the schedule for all of the staff/lifeguards. Added raise in pay for added duty will be discussed at a future meeting.

A discussion was had about hiring Staff (formerly Supervisors). Mr. Sutter will work on an updated job description for both Staff and Lifeguards to be included in the application.

The board will review hiring at the February 15th meeting and a letter will be sent out to past employees before the March meeting.

A discussion was had regarding the expense of mowing for the season. We had asked the landscaper to do additional duties and that was added to the bill. Mr. Grant will ask the landscaper for a yearly quote/rate sheet so the board knows the exact cost vs extra requests.

Election of Officers:

A discussion was had about past elections of officers. According to Robert's Rules positions of Chairperson, Treasurer and Secretary should be put to a vote. The following nominations were given:

~~Ms. Miller nominated herself to continue as chair~~

Ms. Miller expressed interest in remaining as chair (amended at the 2/15/24 meeting)

Mr. Sutter nominated Melissa Roy as chair

A vote was attempted but could not come to a consensus due to an equal amount of votes for both nominees. The vote will be tabled until the February 15th meeting where it will be at the top of the agenda.

Bylaw Discussion:

A discussion was had regarding bylaws and the original ordinance to Stanclift Cove. The board

drafted up a basic outline of bylaws which is to be discussed at the February 15th meeting. Before the February meeting, Ms. Miller will research what is needed through FOIA for remote decisions, and the board will look into what can be proposed for the remaining items.

- Elections - Annual - Voted on the first meeting of each year (January) •
- Listing of responsibilities of the chair, treasurer, secretary, non-officers •
- Remote decisions follow FOIA - steps specified
- Hierarchy - Who to go to with a problem.
- Changing the bylaws - under what structure?
- Conflict of interest statement

Adjournment:

Meeting adjourned at 8:03 motioned by Mr. Sutter and Seconded by Mr. Perotti.

Respectfully Submitted,
Melissa Roy
Secretary
Stanclift Cove Authority