

RECEIVED FOR FILING  
DATE 08/4/2022 TIME 2:45PM  
TOWN CLERK'S OFFICE  
EAST HAVEN, CONN

*Lisa Balter*  
TOWN CLERK

Town of East Haven, CT  
Youth Services Commission Minutes  
August 2nd, 2022; Hayes on 1 Maple Street, East Haven CT; 7:00PM

Youth Services Bureau Coordinator (YSBC) CJ Cofrancesco called the meeting to order at 7:08pm.

**Agenda Item – Roll Call**

Commissioners Present: Anthony Archangelo, Chuck Licata, Jessica Trickett, and Anthony Perrotti

Commissioners Present via Facetime: Kristy Porter (sick)

Commissioners Not Present: Kassidy Griffin, Al Camera, and Heather Archambault

Non-Commissioners Present: YSBC CJ Cofrancesco

**Agenda Item - To consider and approve the June 21, 2022 minutes**

Commissioner Trickett made a motion to accept, seconded by Commissioner Archangelo. All in favor. Motion passed unanimously.

**Agenda Item – Chairperson's Inaugural Speech**

Chairperson Porter expressed thanks to all present for dedicating their time and service towards helping develop programs and activities for our youth and is looking forward to working with everyone in her new role.

**Agenda Item – Old Business**

- Sub Item A: Current calendar for the Remainder of the Calendar Year
  - Movie Night on the Beach on August 13<sup>th</sup> at 8:30pm
  - Teen Coffee House on August 19<sup>th</sup> at 5:30pm
  - Fall Festival on September 9<sup>th</sup> and 10<sup>th</sup>
  - Several meetings and community partner events were also put on the calendar
- Sub Item B: Movie Night at the Beach
  - YSBC CJ explained how the Movie Night on the Beach works and what it would cost to sponsor. The commissioners discussed if they'd like to sponsor the movie night. Commissioner Licata made a motion to have the Youth Service Commission sponsor the Movie Night on the Beach. Commissioner Perrotti seconded the motion. All in favor. Motion passed unanimously.
  - YSBC CJ told the commissioners that he invited several community partners to attend to give out information including MADD, EHWA, and EH PAL.
- Sub Item C: Fall Festival

- YSBC CJ asked the commissioners to give their availability to volunteer at the Fall Festival in September. He asked if each could do a minimum of 2 hours across the 8 hours the Teen Corner was running, they would be set for the weekend. Commissioner Archangelo asked if they could do more than 2 hours, the answer was yes. YSBC CJ said he would send an excel sheet via email to lock in everyone's hours.
- Sub Item D: Ideas for Activities for the remainder of the calendar Year
  - The commissioner began discussion and agreed that with the Movie Night on the Beach in August and the Fall Festival in September that they start with planning activities for October.
  - YSBC CJ mentioned the town would be hosting Boo Bash, a Halloween event held on the green, and would like to know if the YSC would participate in the event. He explained that last year they had inflatables, a costume contest, and other Halloween themed activities. No details for this year's event have been discussed yet, but if asked to participate the commissioner agreed they would be interested. Trunk or Treat sponsored by the East Haven Rotary is another event YSBC CJ brought to the attention of the commissioners. They expressed interest and asked YSBC CJ to reach out to get more information from the EH Rotary.
  - Commissioner Licata expressed interest in hosting an event at the new Trampoline Park in the Foxon area as well as an event at the AMF Bowling Alley near the center of town. He said he would reach out to someone in charge at both businesses to talk about pricing and what would be included.
  - Commissioner Licata asked if the commission could lock in a date for a November event and then the commission could work on planning from there. The commissioners expressed that Friday would be the best day to hold an event and upon looking at the calendar November 4<sup>th</sup> and November 18<sup>th</sup> were the only two viable options with the other two Fridays being Holidays (Veterans Day and Thanksgiving respectively). Commissioner Licata made a motion to have their event on Friday November 18<sup>th</sup>. Commissioner Trickett seconded the motion. All in favor. Motion passed unanimously.
  - Commissioner Trickett made a suggestion that for our Christmas event that we hold it later in the day as opposed to last year's event which was held during the middle of the day (12pm to 4pm). YSBC CJ also stated that he would make sure to know what other Christmas events are being held by community partners before planning the event because last year their event overlapped with another. Commissioner Trickett also stated that our advertising needs to be stronger for our events. Asked about getting lawn signs to help advertise. YSBC CJ said he would investigate. Commissioner Licata asked if YSBC CJ could create a handout/flyer with all upcoming events that the commission could hand out. He asked for it to be ready for the Fall Festival.

### **Agenda Item – YSBC’s Report**

YSBC CJ told the commissioners that he sits on and Co-chairs East Haven’s local prevention council the East Haven Wellness Alliance. The Alliance is made up of community members and the goal is to educate on and reduce underage substance use, suicide, gambling, and more, with an additional focus on increasing mental health. The Alliance received grant funds and decided to use some of the funds to purchase and implement surveys into the school specifically at the high school level to gauge usage and perception of the students on a variety of the topics mentioned earlier. By partnering with the Superintendent’s office, the surveys will be implemented this fall. YSBC CJ wants to keep the commissioners informed about the results of the survey. Commissioner Licata asked how this would benefit the commission, and YSBC CJ responded that with the legalization of marijuana and other substance use concerns rising that this information would benefit the commissioners on what programs and activities they could plan and what to be on the lookout for at their events. YSBC CJ also mentioned that later this month a meeting would be taking place between EHWA and the Superintendent’s office to discuss options on how to create a mentor program between students at the East Haven High School and Joseph Melillo Middle School. He asked if anyone from the commission would like to participate in the discussions and act as a liaison between the organizations. Commissioner Perrotti volunteered.

### **Agenda Item – New Business**

- Sub Item A: Roles within the Commission
  - Chairperson Porter and YSBC CJ met in July to set the agenda. One topic of interest was the creation and implementation of the commissioners’ receiving roles to assist in creating some structure. YSBC CJ mentioned having roles such as: Social Media and Advertising, Events and Activities Coordinator, Donations and Fundraising Coordinator. He gave an example of what each might do.
- Sub Item B: Coffee House Event with Haganan Memorial Library
  - YSBC CJ had a conversation with the Teen Coordinator at Haganan Memorial Library. She is organizing a Coffee House event where teens (ages 12 to 18) can stand on stage and sing, read poetry, do stand up, talk politics, and/or etc., there will be food, drinks, and decorations. Based on discussions the event would cost somewhere between \$300 and \$400. Commissioner Licata made a motion to collaborate with the Haganan Memorial Library on the Coffee House event and provide a budget of \$360. Commissioner Trickett seconded the motion. All in favor. Motion passed unanimously.
- Sub Item C: YSC Logo
  - YSBC CJ contracted a graphic artist to create a logo for the Youth Service Commission. Previous mockups had been sent to the commissioners via email to review and provide feedback on. Tonight, the final designs were shown from YSBC CJ’s laptop. The commissioners looked at the designs and discussed. Commissioner Perrotti made a motion to use “Final design 01” (see attachment). Moving forward the logo can be used and incorporated into clothing apparel, promotional materials, flyers, and more.
- Sub Item D: Dispensary(s) and/or Cultivation Centers in East Haven

- o YSBC CJ told the commission he has been attending Planning and Zoning meetings over the last couple months where one of the topics of discussion is if East Haven should approve a dispensary(s) and or cultivation center(s) in town for business. He said it is something that he believes the commission should be kept in the loop and will continue to do so. If approved it is something the commissioners should factor in when planning events, programs, and activities.

**Agenda Item – Teen Commissioner’s Report**

Commissioner Archangelo attended a Youth Advisory Council, which is run by YSBC CJ and the Youth Service Bureau. He talked about how a few kids from town came and discussed ideas for programs and events that they would like to see in town. He also said they had some really good ideas and different perspectives which was unique in a good way. He hopes to attend again and see the program grow.

**Agenda Item – To Act Upon Any Other Matter Before the Commission**

No other matters were brought before the commission

Motion to Adjourn the meeting at 8:09pm was made by commissioner Licata, seconded by commissioner Perrotti. All in favor, motion passed unanimously.

Respectfully Submitted,

CJ Cofrancesco

Logo Design #1

EAST HAVEN



YOUTH SERVICE BUREAU