

Youth Services Advisory Board

Regular Meeting
Tuesday, May 20th, 2025
6:00 PM

Youth & Family Services
265 Main Street
Portland, CT 06480

The Town of Portland will provide reasonable accommodations to assist those with special needs to attend and participate in public meetings. Please contact the Youth Services office at (860) 342-6758 at least 48 hours in advance to discuss your special needs.

We will be adhering to the town guidance regarding wearing masks, social distancing and other mitigation practices

AGENDA

1. Call to Order

The meeting was called to order at 6:05 PM by Margaret Stewart

2. Roll Call

Present: Michelle Donahue, Margaret Stewart, Anne Whalen

Absent: Meg Scata, Erin Livensparger (alternate)

Others: Courtney Fitzkee

3. Approve Agenda

Michelle made a motion to accept the agenda, Margaret seconded, vote approved

4. Approve Minutes

Minutes of the last meeting of the Youth Services Advisory Board were read and approved. Michelle made a motion to approve the minutes from March 18th, 2025, Margaret seconded; vote approved unanimously.

5. Old Business:

Downtown scavenger hunt had 70 participants. People who completed the scavenger hunt were given a bird nesting ball that was donated by Community Foundation of Middlesex County.

6. New Business:

7.

A.) A date of Wednesday, June 18th 4-6 PM was set for the Summer Kick Off event. Courtney has booked Xen's Critters, Jumping Cow Ice Cream, Face Factor Face Painting, Read to Grow Book Mobile and has invited organizations to set up info tables. Lawn games will be available to play from the library too.

B.) There is currently 5 active JRB Cases.

C.) There will be a Sensory Art Play Pop-Up program on the town green on Saturday, June 14th from 10-11:30.

D.) The town of Portland's Committee on Solidarity is marching at Middletown Pride and hosting a crafting session on the town green on June 4th from 5:30-7:30 with the Library and Youth Services to tie-dye pride fits.

E.) Courtney will be hosting an info table on Saturday, June 14th for Portland's Juneteenth event.

F.) Regular drop-in programs have continued. Little Hikers returned in May.

Members: Michelle Donahue, Meg Scata, Margaret Stewart, Anne Whalen Alternates: Erin Livensparger

Liaisons: Michael Pelton, Board of Selectmen

Distribution: Town Clerk, Michael Pelton, Board of Selectmen members, Youth Services Administrator, Captain Cunningham, T. Robinson, Website

8. Public Comments
No public comments
9. Board Member Comments
No board member comments
10. Next Meeting/Adjourn Meeting

Next Meeting: June 11th at 6 PM

Margaret made a motion to adjourn, seconded by Anne; vote approved unanimously.

The meeting was adjourned at 7:00 p.m.

Respectfully Submitted,

Courtney Fitzkee, Youth & Family Services Administrator

Members: Michelle Donahue, Meg Scata, Margaret Stewart Anne Whalen Alternates: Erin Livensparger

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