

Commission on Aging
December 9, 2018 – Regular Meeting
Senior Center
95 Norwich Avenue

MEMBERS PRESENT: Chair Jean Stawicki, Vice Chair Eleanor Phillips, Treasurer Marjorie Mlodzinski, Linda Grzeika, Roberta Avery, Goldie Liverant; Alternate Nan Wasniewski.

MEMBER ABSENT: Jennifer Rayburn DeHay,

OTHERS PRESENT: Senior Center Director Patty Watts, Board of Education Liaison Mary Tomasi, Board of Selectmen Liaison Selectman Rosemary Coyle.

1. Call Meeting to Order

Chair Stawicki called this regular meeting to order at 8:30 am.

2. Meet Superintendent of Schools Jeffrey Burt

Superintendent Burt was unable to attend today.

3. Additions to the Agenda

E. Phillips requested the addition of Discussion of Rubber Stamps to be added to the agenda and R. Avery requested adding Discussion of a Publicity Brochure.

Motion by: E. Phillips

To add Discussion of Rubber Stamps under New Business as item 8.1 and Discussion of Publicity Brochure as Item 9.3 under CoA Projects.

Second by: R. Avery.

Vote: Unanimous to approve.

4. Review of Minutes from Previous Meeting

Motion by: E. Phillips

To accept the minutes of the October 9, 2018, Regular Meeting as read.

Second by: M. Mlodzinski.

Vote: Abstaining: L. Greizka, G. Liverant (absent from meeting).
In favor: All others. APPROVED.

5. Financial Report

M. Mlodzinski reported \$171 in the Town Printing and Publications line item and \$426.26 in the CoA Budget.

Director Watts reported an error was found in reporting of Transportation back in July that has rolled through until now. The reports have been corrected.

6. Director of Senior Services Report

The following report was submitted by Director Watts:

COA Meeting-December 10, 2018

We had a wonderful send off for Becky on November 2nd, her last day in the office. I have conducted first interviews with 6 candidates for Program Coordinator and have invited back the 3 strongest for second interviews this week. I expect to have the vacancy filled by the New Year. Until then, Joyce Sypher is helping out administratively and I am covering all programs in the building.

Susan Plefka, our Administrative Assistant has completed her probationary period. She is doing a great job and I've received great feedback from our members about her competency and kindness.

Over the Veterans' Day weekend the boiler was replaced in our building.

Both our Turkey Day Luncheon and Holiday Homecoming Luncheons were sold out at 48 with a waiting list and we had a nice crowd for our annual Hanukkah Party last week.

Our Seasonal Crafters have created and donated a tree this year at the Wadsworth Festival of Trees and traditions, this year's theme is "CSC at the Beach" and it was delivered on Monday, November 26th.

We hosted 2 successful Open Enrollment events with the support of our Area Agency on Aging. Open Enrollment ended on December 7th.

There are a number of training sessions scheduled for new AARP Tax Aide Volunteers, who will be learning to prepare taxes throughout the community. Tax Aide appointments have been scheduled beginning Friday, February 8th through Friday, March 29th. People can make schedule appointment beginning in January.

Our new 20 passenger bus with 2 wheelchair spaces was delivered mid-November and is on the road. Sheri will be the primary driver of that bus who has said it handles nicely. The 18 passenger bus will be retired from use in our department.

Budget planning season is beginning and I will be bringing a proposal to the BoF for a new 20 hour position for a Social Services Coordinator.

Scheduling changes for December: closing at 12 noon on 12/24 and 12/31 and closed on 12/25, 1/1 and 1/21.

Attendance & Meals Served:

- Meals served in September: on site:149 MOW: 327
- Meals served in October: on site:174 MOW: 372
- Monthly Transports in September: 760
- Monthly Transports in October: 835
- Monthly Attendance in September: 2369
- Monthly Attendance in October: 2614
- Active Membership: 1214

Commission on Aging
December 10, 2018 – Regular Meeting

Transportation Itemizations were submitted to correct the error found in the July report.

JULY	Item	Date	Amount
	Daily Transportation	7/27/18	\$153.00
	Trips	7/27/18	372.00
	Total		<u>\$525.00</u>
AUG	Item	Date	Amount
	Daily Transportation	8/31/18	\$126.01
	Trips	8/31/18	93.00
	Total		<u>219.01</u>
SEPT	Item	Date	Amount
	Daily Transportation	9/25/18	\$116.00
	Trips	9/25/18	155.00
	Total		<u>271.00</u>
OCT	Item	Date	Amount
	Daily Transportation	10/26/18	\$133.75
	Trips	10/26/18	157.00
	Total		<u>290.75</u>
NOV	Item	Date	Amount
	Daily Transportation	11/29/18	\$140.00
	Trips	11/29/18	56.00
	Total		<u>196.00</u>
Year to date total			<u>\$1501.76</u>

7. Old Business

7.1 CoA Area Round Table Meeting

Chair Stawicki attended the Round Table meeting and was impressed with Speaker Pam Atwood. The topic was how to recognize and diffuse bullying and public displays of rude behavior. Discussion followed with plans to review the topics available from P. Atwood to possibly request her to address the Commission and/or give a public presentation. This item will be on the January agenda allowing time to obtain further information.

8. New Business

8.1 2019 Meeting Schedule

Motion by: L. Greizka

To approve the 2019 CoA meeting schedule as presented.

Second by: R. Avery.

Vote: Unanimous to approve.

8.2 Discussion of Rubber Stamps

E. Phillips has been given boxes of rubber stamps for crafting of cards, etc. A friend purchased some of the stamps from E. Phillips and has donated the money to the CoA. The stamps are either new or in very good condition. E. Phillips would like to sell the stamps as a fundraising event.

R. Coyle will look into the details of the Commission sponsoring fundraising events.

9. CoA Projects

9.1 40th Anniversary –Ruby Jubilee Report

P. Watts submitted a detailed final report on the Ruby Jubilee expenses with some suggestions for the 50 year anniversary.

9.2 Spring Project

M. Mlodzinski suggested the commission wait until January when more information will be available from P. Atwood before planning a new project.

9.3 Publicity Brochure

R. Avery presented the idea of a Commission on Aging brochure that would feature local businesses offering senior discounts, promoting their business while offering seniors savings. A similar brochure from another town was available for review. R. Avery will work on the design for a future meeting

10. Commission Membership

The terms of three members expired this month. Two were recently sworn in for another term and Chair Stawicki will contact the third to see if she is going to remain.

11. Citizens' Comments

No comments were received, however, R. Coyle noted the budget process is just beginning and spoke about the potential bonding of a new senior center and how the final stage at the school may affect new bonding.

12. Adjournment

Motion by: R. Avery

To adjourn this regular meeting.

Second by: L. Greizka.

Vote: Unanimous to adjourn.

Chair Stawicki adjourned this meeting at 9:40 am.

Respectfully submitted,

Mary Jane Slade
Clerk