

Commission on Aging Regular Meeting Minutes  
November 14, 2016

Present: Joe Palazzo  
Joan Bengtson  
Marge Caste  
John Whritner

FILED

Nov 17 2016 AT 10.00AM/PM

Jillm, ATC  
EAST LYME TOWN CLERK

Absent: John E. Donnelly, III  
Ilene Harris  
B. B. Smith

Also Present: Cathy Wilson, Senior Center Director

## 1. PRELIMINARY BUSINESS

Chairman Palazzo called the Commission on Aging Regular Meeting of November 14, 2016 to order at 5:00 p.m.

a. Pledge of Allegiance. The Pledge of Allegiance was observed.

b. Delegations. There were no guests.

c. Approval of Meeting Minutes - September 12, 2016. Mr. Palazzo asked for additions, corrections or deletions to the September 12 Commission on Aging Minutes.

MOTION: Joan Bengtson moved to accept the September 12, 2016 Commission on Aging Regular Meeting Minutes, as presented. Seconded by Marge Caste. (4-0) Unanimous.

d. Correspondence. There was no correspondence.

## 2. STATUS REPORT

a. Transportation. Ms. Wilson reported all vehicles are running well. All drivers are doing well.

b. Senior Trips.

(1) Enrichment Trips. The following enrichment trips are planned: On December 7 a trip to the Mark Twain House. The admission price is \$16 and transportation will cost \$4. Participants will have lunch on their own; December 14 to the East Lyme Culinary Program with a holiday concert. Lunch will be served at 11:30 a.m. Ms. Caste asked if an individual can attend only the concert? Ms. Wilson agreed to check on that.

(2) Day/Overnight Trips. The following Day trips have been planned: November 15 to Newport Playhouse & Cabaret in Newport, RI to see "Last of the Red Hot Lovers" for a trip

fee of \$76pp; December 8 for Stocking Stuffer Holly Days in Central, MA. Tower Hill Botanic Garden, Hebert's Candy Mansion and Oakwood Farm Christmas Barn and lunch included at the Old Mill in Westminster. Everyone gets a Christmas stocking and a gift in the stocking. The trip fee is \$89.

The following Overnight trips have been planned: December 2-4, 2016 for a trip to Niagara Falls Festival of Lights Tour in Niagara Falls, Canada. 3 days and 2 nights. \$495 pp double, \$465 triple and \$625 single. February 7-17, 2017 for a No Fly Caribbean Cruise leaving out of New York City, 11 days, 10 nights on the Norwegian Gem. Trip fees range from \$1259 to \$1809 (taxes included); May 28-June 5, 2017 Steamboatin' on the Mississippi River aboard the American Queen paddleboat for 9 days and 8 nights. The trip fees from \$3,068 to \$5,468 (taxes included); October 24-November 8, 2017 for an escorted Panama Canal Cruise on Celebrity's Infinity for 16 days and 15 nights. The trip fees are from \$3,315 to \$3,825 (taxes included).

c. Programs.

(1) Senior Nutrition Program. More individuals are coming to lunch at the Senior Center. There has also been an increase on Meals-on-Wheels participants.

(2) Senior Center Programs-Ongoing. All programs are at capacity and doing well.

(3) Senior Center Programs – New. No new programs are planned, because the Senior Center is at capacity.

d. Budget - General Fund, Revolving Account. The General Fund is doing well.

e. Revenues - General Fund, Revolving Account. Revenues are doing well.

3. OLD BUSINESS

a. Other Pertinent Business. There was no discussion of other pertinent business.

b. Open Door Program at Waterford Senior Services. Ms. Wilson contacted Waterford Senior Center regarding the Open Door Program. There are currently ten people registered. Three are from Niantic. Waterford is pleased with the program.

4. NEW BUSINESS

a. Budget Process for 2017-2018 to Begin. Ms. Wilson reported the contract for payroll is in negotiations. She would like to upgrade her Senior Center Associate to Administrative Assistance. She would like two drivers scheduled every day and would like six more hours of driving time. Mr. Whritner asked if any part time driver would then receive benefits? She replied they would not. The hours would be spread between two drivers. She needs to increase her instructors hourly wage. She will also increase the fees. There have been minor changes in some accounts. The kitchen needs some supplies. Mr. Palazzo felt a locked cabinet is needed for supplies. In December she will give an update on the budget.

b. Capital Improvement Plan Changes. The Town is requesting a Ten Year Capital Plan. Ms. Wilson feels the vehicles will need to be replaced.

c. Storage Issues. More storage is needed.

d. Expenditures from the Parahus Account. Ms. Wilson reported \$1400 was approved for the Senior Learning Network. She will need \$2000.

MOTION: John Whritner moved to amend the previous motion of \$1400 for the Senior Learning Network to increase the amount to a total of \$2,000 to be taken out of the Parahus Account. Seconded by Ms. Bengtson. (4-0) Unanimous.

e. Other Pertinent Business. Ms. Wilson would like to purchase a portable stage. She rented a 16 X 16 portable stage last year for a cost of \$1,000. She went on-line to obtain pricing on a portable stage which can be used for any other program. It will be stored at the Town Garage.

MOTION: John Whritner moved to approve the expenditure of an amount not to exceed \$5200 to purchase a portable stage from the Stage Depot with funds to be taken out of the Parahus Account. Seconded by Ms. Bengtson. (4-0) Unanimous.

Ms. Caste asked will other organizations be charged for the use of the portable stage? Ms. Wilson agreed to consider it. Ms. Caste asked if sound equipment can be borrowed from Parks and Recreation? Ms. Wilson agreed to check on that.

f. Other Pertinent Business. Ms. Wilson informed the Commission on two incident reports.

## 5. PUBLIC DISCUSSION

There was no public for discussion.

## 6. ADJOURNMENT

MOTION: John Whritner moved to adjourn the November 14, 2016 Commission on Aging Regular Meeting at 5:55 p.m. Seconded by Joan Bengtson. (4-0) Unanimous.

Respectfully submitted

Frances Gheri, Recording Secretary