

Commission on Aging Regular Meeting Minutes  
January 9, 2017

Present: Joe Palazzo  
Marge Caste  
John Whritner  
Ilene Harris  
B. B. Smith

FILED

*January 11 2017 AT 1:50 AM (PM)*  
*Jill...*  
EAST LYME TOWN CLERK

Absent: John E. Donnelly, III  
Joan Bengtson

Also Present: Cathy Wilson, Senior Center Director  
Rose Ann Hardy, Ex officio  
Denise Sabilia

1. PRELIMINARY BUSINESS

Chairman Palazzo called the Commission on Aging Regular Meeting of January 9, 2017 to order at 5:00 p.m.

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

b. Delegations. Ms. Sabilia had no comment at this time.

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

MOTION: Ilene Harris moved to accept the December 12, 2017 Commission on Aging Regular Meeting Minutes, as presented. Seconded by Marge Caste.  
(5-0) Unanimous.

d. Correspondence. There was no correspondence.

2. STATUS REPORT

a. Transportation. Ms. Wilson reported there were no issues with the vehicles.

b. Senior Trips.

(1) Enrichment Trips. The following enrichment trips are planned: A lunch trip to Arooga's in Uncasville, CT for a trip fee of \$3; and February 22 for a lunch trip to Haywire in Westbrook, CT for a trip fee of \$3.

(2) Day/Overnight Trips. The following day trips are planned: April 6 to the Mohegan Sun Casino for a casino package. The trip fee is \$20 pp. payable to the Lyme Senior Center.

No meal is included. April 12 to see "Mamma Mia" at the Westchester Broadway Theatre in Elmsford, NY with lunch included for a trip fee of \$97 pp. April 29 to New York City on your own for a trip fee of \$48 pp. No meal is included in the trip price. May 9 to One World Observatory at One World Trade Center with lunch on your own at Brookfield Place for a trip fee of \$88. Late May for a trip to the Boston Museum of Fine Arts for a guided tour of the Matisse Exhibit. The trip fee and details to be announced.

The following overnight trips are planned: On February 7-17, 2017 for a No Fly Caribbean Cruise leaving out of New York City for 11 days and 10 nights on the Norwegian Gem. Trip fees are from \$1259 to \$1809 with taxes included. This trip is full. On May 28 - June 5, 2017 Steamboatin' on the Mississippi River aboard the American Queen paddleboat for 9 days and 8 nights. The trip fees are from \$3,068 to \$5,468 with taxes included. On October 1-11, 2017 for a Fall Foliage Cruise in New England, Canada and Newfoundland with Royal Caribbean for 11 days and 10 nights. Trip fees from \$1520 to \$2620 with taxes included. October 24 through 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 with taxes included. This trip is full. November 4-15 for an escorted tour of Croatia, Slovenia and the Adriatic Coast. The trip fees are from \$3,369 to \$3,899. Travel insurance is not included.

c. Programs.

(1) Senior Nutrition Program. Ms. Wilson reported the Senior Nutrition Program in mid Connecticut is having funding issues. CRT, Community Renewal Team (the agency that provides the Senior Nutrition Program in that area) has been sending letters to all the towns they provide service to looking for increased funding from the towns or services will be reduced. This reflects a national trend of no increase in funding for the Senior Nutrition Program. The Senior Cafe Program is improving. Ledge Light will have a food training program on March 29 for staff and kitchen volunteers are invited to attend. Staff will take an exam.

The twenty-five year old Senior Center freezer is no longer working. The Building and Grounds Supervisor looked at it. It needs to be replaced.

The Community Center Kitchen no longer uses the steam table and has not done so for at least 10 years. Added space is needed in the kitchen so it needs to be removed. Ms. Wilson contacted the school and the fire station to determine whether or not they have use for the steam table.

(2) Senior Center Programs-Ongoing. Ms. Wilson reported ongoing programs are doing well.

(3) Senior Center Programs – New. Ms. Wilson informed the Commission she was approached by an individual who is certified and willing to volunteer her expertise on Rikki and Reflexology.

Ms. Wilson would like to have a Bingo Marathon in February for \$20 which would include lunch. Mr. Palazzo suggested reducing the price.

Ms. Wilson reported she was approached by a woman who has taught clay classes and would like to give classes for a charge of \$40 including supplies.

The Drama Group will resume. The Tax Program will begin in February. Individuals will receive ninety minute appointments. Ms. Smith asked where do the volunteers come from? She was informed through AARP.

A Mardi Gras luncheon will be held on February 3 for a cost of \$6.

d. Budget - General Fund, Revolving Account. Payroll for the part time drivers has increased, because they have been filling in for her full time driver. The Finance Director is aware of this situation and is looking at how to resolve the situation.

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

### 3. OLD BUSINESS

a. Budget Process for FY 17/18. Ms. Wilson informed the Commission she has met with the First Selectman and Finance Director. The Program Instructors Account will be put back into the General Fund. We originally proposed the budget at \$235,111, and it has increased to \$271,109. The Special Revenue Fund is \$81,545.

MOTION: B. B. Smith moved to approve the sum of \$271,109 to go into the General Fund.  
Seconded by John Whritner. (5-0) Unanimous.

MOTION: B. B. Smith moved to approve the sum of \$81,545 for the Special Revenue Fund.  
Seconded by John Whritner. (5-0)  
Unanimous.

b. Expenditures from the Parahus Account. Ms. Wilson purchased a TV, and it has been mounted. She plans to pick up the web cam this week. There will be a \$40 per month connection fee which will enable us to run the Senior Network Program. Groton and East Lyme may be able to run it together to reduce the cost. The Library is interested in joining in.

Ms. Wilson would like to relocate Kristen Caramanica and purchase one desk to open up the reception area with money to be taken from the Parahus Account.

MOTION: Mr. Whritner moved to approve the expenditure of \$1400 for one desk to improve office efficiency.  
Seconded by Ilene Harris. (5-0) Unanimous.

c. Other Pertinent Business. Ms. Smith stated we have discussed the possibility of a fundraiser. She suggested deciding how the money will be used and the time line. The High School received money through dining out and suggested this be considered as a fundraiser for the Senior Center.

Ms. Wilson has approached Stop and Shop, and they informed her they are willing to give a \$25 gift card. Ms. Harris stated BJ's would do the same. Ms. Smith suggested Starbucks or Flanders Bakery. Ms. Harris suggested having a special project you would want to fund. Ms. Wilson would like to have a fundraiser in order not to raise the price of programs. Ms. Smith suggested determining whether or not you can obtain a grant. Ms. Wilson suggested establishing an event to be held every year. Ms. Smith suggested having plantings and graphics to enhance lunch. Mr. Whritner felt we need to know whether we are charging enough now. We need to determine where there is a need and the best way to use our time and effort. Ms. Harris suggested courses at the Senior Center on various religions or art appreciation. Courses at Three Rivers was discussed. Ms. Harris stated Three Rivers gives credit for work experience.

#### 4. NEW BUSINESS

a. Resignation of Board Member. Ms. Wilson reported John Donnelly submitted his resignation. He will need to be replaced by a Democrat.

b. Focal Point Application for 2017-2020. Ms. Wilson reported she has submitted a Focal Point Application for 2017-2020. It designates the Senior Center as a place to obtain information or informing them where they can receive it. Ms. Sabilia suggested that this be placed on the website to let someone who is considering moving to the area know how they can receive information.

Ms. Harris suggested asking if an instructor is certified by Silver Sneakers. Mr. Palazzo suggested increasing all programs by fifty cents. Ms. Wilson would like to market programs to seniors who do not have funds. Mr. Whritner suggested offering scholarships to those individuals. Ms. Sabilia asked do you have certain programs that a certain population always comes to? Ms. Wilson replied over the years we have tried to broaden what we offer. We have Chair Yoga and regular Yoga. We have a hiking group. Individuals are specific about whatever they are interested in. We try to offer classes that are ability driven. The Senior Center is at capacity.

c. Replacement of ELCC Freezer. Ms. Wilson discussed the cost of a new freezer with the school system, TVCCA and Tim Grills. The least expensive one would need to be installed and taken off the truck by us. We have been informed the new freezer needs to be purchased out of the Parahus Account.

MOTION: John Whritner moved to authorize the expenditure of \$2500 to be taken from the Parahus Account for a new 19 cubic foot reach in freezer. Seconded by Ilene Harris. (5-0) Unanimous.

d. Annual Report for FY 15/16. Ms. Wilson reported she has submitted the Annual Report for Fiscal Year 2015/16.

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

## 5. PUBLIC DISCUSSION

There was no further discussion from the public.

## 6. ADJOURNMENT

MOTION: B. B. Smith moved to adjourn the January 9, 2017  
Commission on Aging Regular Meeting at 6:05 p.m.  
Seconded by Ilene Harris. (5-0) Unanimous.

Respectfully submitted

Frances Gheri, Recording Secretary