

**EAST LYME COMMISSION ON AGING
REGULAR MEETING MINUTES
TUESDAY, OCTOBER 10th, 2017**

Present: Joe Palazzo, Chairman, Joan Bengston, Marge Caste, Ilene Harris,
B.B. Smith, John Whritner

Also Present: Cathy Wilson, Senior Services Coordinator
Rose Ann Hardy, Ex-Officio, Board of Selectmen

Absent: Mike Bekech

1. PRELIMINARY BUSINESS

Chairman Palazzo called the Commission on Aging Regular Meeting of February 13, 2017 to order at 5:00 PM.

a. Pledge of Allegiance

The Pledge was observed.

b. Delegations

Mr. Palazzo called for delegations.
There were no delegations.

c. Approval of Meeting Minutes – September 11, 2017

Mr. Palazzo called for any corrections, additions or deletions to the Regular Minutes of the Commission of September 11, 2017.

****MOTION (1)**

Mr. Whritner moved to approve the Regular Minutes of the Commission of September 11, 2017 as presented.
Ms. Bengston seconded the motion.
Vote: 6 – 0 – 0. Motion passed.

d. Correspondence

There was no additional correspondence.

2. STATUS REPORT

a. Transportation

Ms. Wilson reported that the vehicles are running well and that the drivers are also doing well. The new bus should be arriving soon. They have been busy.

b. Senior Trips

(1) Enrichment Trips – Ms. Wilson reported on the following trips for November:

On Wednesday November 8 they will go to the High School to enjoy lunch with the culinary students. The Trip fee is \$5.

On Wednesday November 15 they will take a luncheon trip to Rein's Deli in Vernon, CT.
The Trip fee is \$5.

FILED

Oct 16 2017 AT 10:00 AM/PM
Karen Galbo, at
EAST LYME TOWN CLERK

On Wednesday, November 29 they will take a luncheon trip to the newly remodeled Go Fish in Mystic, CT. The Trip fee is \$5.

- (2) **Day/Overnight Trips** – Ms. Wilson reported on the following upcoming day trips:
November 9, 2017 – Mohegan Sun with the Lymes Senior Center (pick-up in EL) – No meal included. Trip fee \$20. Moderate walking.

November 16, 2017 – Newport Playhouse & Cabaret in Newport, RI to see Crazy Time with lunch included. Trip fee is \$76. Registration has begun. Minimal Walking.

December 5, 2017 – Christmas in Newport – two decorated mansions with lunch at the Atlantic Resort. Trip fee is \$97. Registration has begun. Moderate walking.

Upcoming overnight trips:

February 1 – 4, 2018 – Quebec Winter Carnival and tour of city with local guide. Starting at \$889/triple. Registration has begun. Trip presentation to be held at EL Sr. Center on Wed. Nov. 15, 2017 at 10 AM – call to register.

October 15-25, 2018 – Escorted Tour of the Imperial Cities featuring Prague, Vienna & Budapest. Starting at \$3619/triple. Travel insurance not included. Registration has begun.

c. Programs

- (1) **Senior Nutrition Program** – Ms. Wilson reported that there have been no changes.
- (2) **Senior Center Programs - Ongoing** – Ms. Wilson reported that Yoga is now offered two days per week; PIYO has been dropped as they tried hard to get it to 15 people but could not and the PACE program may also be in danger of being dropped. However, ping pong has been doing well and they were able to obtain another ping pong table through a very kind donation from a local resident. Zumba also resumed today and is doing well.
- (3) **Senior Center Programs - New** – Ms. Wilson reported that they have a Toastmasters Soup & Sandwich for free; they will be doing holiday cards for overseas soldiers and they will be starting a TEAM (Together Everyone Achieves More) meeting session to be held every other month (to start – it may go to four (4) times per year) where people can attend and provide input to the senior center on programs etc. There will be an Agenda and they will follow it.

d. Budget – General Fund, Revolving Account

Ms. Wilson reported that the expenses are doing well.

e. Revenues – General Fund, Revolving Account

Ms. Wilson reported that both the general fund and revolving account are doing well.

3. OLD BUSINESS

a. Replacement of ELCC Kitchen Appliances

Ms. Wilson reported that the new appliances will be at Tri-Mark tomorrow and that they are looking for the best and most economical way to get them here by the end of October.

b. New Senior Center Bus and Update of Title VI Policies

Ms. Wilson reported that the new bus should be arriving anytime now.

She also reported that there are no real differences in the Title VI Policy from the previous one except for the numbers to contact for the language line and she has updated that information.

****MOTION (2)**

Mr. Whritner moved to approve the Title VI Policy Statement as amended.

Ms. Bengston seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

c. Registration Issues with Enrichment Trips

Ms. Wilson said that she had provided them with information that they had requested from the last meeting. It was noted that many of the other senior centers wither do not offer any of these type of trips or offer them only once per month. Those that do offer them have the drivers serve as the trip leaders or a volunteer; those who go on a wait list are the first ones offered a seat on the next trip; no refunds are given if you cancel and there is no one to take your place. Montville has people call in starting at 8 AM and it is first come, first served. She said that there are also a variety of buses that are used and some of the other centers can take more passengers. She said that she would just like to give everyone a fair opportunity to register. She suggested that they can have people call on the first business day of the month starting at 8 AM to register and that they would then have to pay by 4 PM the next business day or their spot would go to someone on the waitlist. She said that she feels that everyone has a phone so this would be fair to everyone who wants to go.

Ms. Smith said that she feels that the time in which the payment has to be made has to be very clear.

Ms. Wilson said that she would prefer that people pay the same day.

Ms. Smith said that she would agree as she would not like it to be extended out.

Ms. Caste said that she thinks that this is the fairest way for those people who do not drive.

After further discussion the Commissioners worked out the following details:

- Registration will be by phone call only starting at 8 AM on the first business day of the month.
- People can sign up for themselves or themselves with a caregiver only.
- You can register for one trip only and then be put on a waitlist for the second trip.
- Payment is due by 4 PM on the next business day.
- The waitlist is opened once the 2 (two) day payment period has ended.

****MOTION (3)**

Mr. Whritner moved the following registration policy for enrichment trips:

- Registration will be by phone call only starting at 8 AM on the first business day of the month.
- People can sign up for themselves or themselves with a caregiver only.
- You can register for one trip only and then be put on a waitlist for the second trip.
- Payment is due by 4 PM on the next business day.
- The waitlist is opened once the 2 (two) day payment period has ended.

Ms. Caste seconded the motion.

Vote: 6 – 0 – 0. Motion passed.

d. Other Pertinent Business

Ms. Caste noted that they had discussed a microphone be used for events as it is hard for some people to hear.

Ms. Wilson said that they have one and that she would pull it out so that they can use it.

4. NEW BUSINESS

a. Potential 5% Reduction in Current Operating Budget

Ms. Wilson said that all departments were asked to look for a 5% reduction in their budgets. The reduction to her budget would be roughly \$13,500. She said that she has only come up with a bit over

\$6000 at this time. She suggested that they look into the program fees as she has been advised that they need to cover themselves.

The Commissioners suggested that the fees be set so that they can cover the programs being offered. There will be more to come on this.

b. No Smoking Policy at the Community Center

Ms. Wilson reported that the Board of Selectmen had passed the No Smoking policy. People cannot smoke within 25' of the entrance so they will relocate the ash can.

c. Review of Incident Reports

Ms. Wilson noted the reports and said that they are making sure to have people sign the forms when they register.

d. Other Pertinent Business

Ms. Wilson said that she had processed around 200 rebate programs and that she has been hearing from the State that they checks may not come out at the end of October due to the lack of a budget. She also noted that the Energy Assistance program seems to be in decent shape and that those checks should be okay. She said that next month they will be starting the budget process for FY 18/19.

5. PUBLIC DISCUSSION

There was no public discussion.

6. ADJOURNMENT

****MOTION (4)**

Ms. Smith moved to adjourn the Commission on Aging Regular Meeting of October 10, 2017 at 6:02 PM.

Ms. Harris seconded the motion.

Vote: 6 - 0 - 0. Motion passed.

Respectfully submitted,

Karen Zmitruk,
Recording Secretary, Pro-tem