

COMMISSION ON AGING  
REGULAR MEETING  
NOVEMBER 4, 2019

Present: John Whritner, Acting Chairman  
Marge Caste  
BB Smith  
Ilene Harris  
Mike Bekech

Absent: Joe Palazzo  
Joan Bengtson

FILED

NOV 6 20 19 AT 2:22 AM/PM  
*Kenneth Palm*  
EAST LYME TOWN CLERK

Also Present: Cathy Wilson, Senior Center Director

PRELIMINARY BUSINESS

- a. Pledge of Allegiance. The Pledge of Allegiance was observed.
- b. Delegations. There were no guests.
- c. Minutes of September 9, 2019. Acting Chairman Whritner asked for additions, corrections or deletions to the September 9, 2019 Commission on Aging Minutes.

MOTION (1): Ms. Harris moved to approve the September 9, 2019, Commission on Aging Minutes, as presented. Seconded by Ms. Caste. Mr. Bekech abstained from voting. (4-0-1) Motion carried.

2. STATUS REPORT

- a. Transportation. Ms. Wilson reported all three vehicles went through annual lift inspection and quarterly inspection.

She received an email from the Connecticut DOT stating that the FTA will be in Connecticut in November and do inspections on 5310 vehicles. She prepared a packet of information they will need.

b. Senior Trips.

1. Enrichment Trips. East Lyme, Waterford and Old Lyme are working on trips for 2020. We have asked for suggestions from residents.

She informed the Commission a trip was scheduled to the Aqua Turf. Twenty-four people wanted to go on it. If we hired a 54-passenger bus it would cost \$1,075. If we hired a 36-passenger bus it would cost \$875. We decided to use our and Waterford's vehicles instead. We

**MOTION (2):** Mr. Bekech moved to reimburse members that went on the Aqua Turf trip \$5 per person. Seconded by Ms. Harris. (5-0) Unanimous.

2. Day/Overnight Trips. The Day/Overnight trips are being planned.

c. Programs.

1. Senior Nutrition Program. Ms. Wilson distributed copies of letter dated September 12, 2019 from Senior Resources Agency on Aging to TVCCA-ENP regarding monitoring of East Lyme Senior Café – Southeast. Ms. Wilson informed the Commission an average of eight people takes advantage of this program. Mr. Whritner asked if it would be helpful for members of this Commission to attend the meeting. Ms. Harris asked how does Old Lyme handle this problem?

Ms. Wilson replied they are part of the Estuary that prepares food in house. Mr. Whritner felt it may be better to eliminate the program. BB Smith felt it was not cost effective.

2. Senior Center Programs – Ongoing. There are no changes to ongoing programs.

3. Senior Center Programs – New. No new programs are being offered until a new Program Coordinator is hired.

d. Budget – General Fund, Revolving Account. Ms. Wilson reported there were no issues to date.

e. Revenues – General Fund, Revolving Account. Ms. Wilson reported revenues are doing well.

3. **OLD BUSINESS**

a. Rebranding of the Senior Center. Ms. Wilson had nothing new to report on rebranding of the Senior Center.

b. Newsletter Design and Contract. Ms. Wilson had nothing new to report on this matter.

c. Department Use of Credit Cards. Ms. Wilson distributed copies of monthly credit card charges and the number of transactions for 2018 and 2019. Ms. Harris felt it would be beneficial for the Town to have a town wide procedure.

d. FY2020 – Program Fees. Ms. Wilson reported the goal is to have programs pay for itself. She felt out-of-towners fees need to be adjusted. She is considering allowing residents to register earlier than non-residents.

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

4. **NEW BUSINESS**

a. Resignation of Program Coordinator. Ms. Wilson reported she will be interviewing eight individuals for the Program Coordinator position on Wednesday. This individual will need to have a certificate of safe food handling and be CPR certified.

b. Vacation of Senior Center Director. Ms. Wilson informed the Commission she will be on vacation from November 11 to November 25. Volunteers will help by answering the telephone.

c. Update on 5310 Grant Application Potential Parahus Expenditure. Ms. Wilson plans to attend a Special Meeting of the Board of Finance on Wednesday. She will need Town approval for it. We will have an 80%-20% split with the state. Anything extra will need to be taken from the Parahus Account.

d. Preliminary Discussion for Budget Request FY20/21.-Ms. Wilson informed the Commission the budget process will begin in December.

e. Other Pertinent Business. Ms. Wilson reported due to construction Boston Post Road will be closed from November 11 through November 25. This will interrupt transportation for

**e. Other Pertinent Business.** Ms. Wilson reported due to construction Boston Post Road will be closed from November 11 through November 25. This will interrupt transportation for seniors and Meals-on-Wheels.

**5.PUBLIC DISCUSSION** There were no guests.

**6.BOARD RESPONSE** There was no need to respond.

**7.ADJOURNMENT**

**MOTION (3): Ms. Harris moved to adjourn the Commission on Aging Regular Meeting of November 4, 2019 at 5:30 pm. Seconded by Mr. Bekech. (5-0) Unanimous.**

Respectfully submitted,

Frances Gheri, Recording Secretary