

**COMMISSION ON AGING
REGULAR MEETING MINUTES
November 8, 2021**

Present: John Whritner
Marge Caste
Joan Bengtson
Ilene Harris
B.B. Smith

FILED

Absent: Joe Palazzo
Michel Bekech

NOV. 12, 2021 AT 10:28 AM/PM
Brooke Harris ATC
EAST LYME TOWN CLERK

Also Present: Cathy Wilson, Director
Rose Ann Hardy, Ex officio

1. PRELIMINARY BUSINESS

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

Chairman Whritner called the November 8, 2021 Commission on Aging Regular Meeting to order at 5 p.m.

- b. Delegations. There were no guests.

- c. Approval of Meeting Minutes October 12, 2021. Mr. Whritner asked for additions, deletions, or corrections to the October 12, 2021 Commission on Aging Minutes.

MOTION (1): Ms. Caste moved to approve the October 12, 2021 Commission on Aging Regular Meeting Minutes, as presented. Seconded by Ms. Harris. BB Smith abstained from voting. (4-0-1) Motion carried.

- d. Correspondence. No new correspondence was received.

2. STATUS REPORT

- a. Transportation. Ms. Wilson reported all drivers who needed their physicals to maintain their endorsements have had their physicals. Unfortunately, the regular PT driver had an issue come up at his physical and is currently unable to drive until it gets reviewed. The on-call drivers have been driving to help fill in the gaps. She is waiting to hear when he will be able to return to work.

All vehicles have had their quarterly maintenance at the town garage and are all set.

She spoke to Chief Finklestein last week and inquired about the camera system for the Community Center. She was informed that they are aware of what needs to be done and that it was on their to do list, but they are working to occupy the Public Safety building first. If it is decided that the Senior Center vehicles will be parked at the new Public Safety building some storage space will need to be found for cleaning supplies, oil, windshield wiper fluids and roof rakes.

b. Senior Trips.

1. Enrichment Trips Because of the driver's health issue, the Senior Center is only able to offer one trip in November.

Day Trips. Ms. Wilson reported we have added on a day trip to New York on December 4 for a cost of \$57. Ms. Wilson reported she and Candy Heikkinen are planning a day trip in March.

Overnight trips. A 10-day tour of the British Landscapes is planned from March 27 through April 5, 2022

An 8-day Alaskan Cruise is scheduled from August 26 to September 2, 2022

A trip is planned for October 2022 to the Sight & Sound Millennium Theater to see "David.

c. Programs

1. Senior Nutrition Program. Ms. Wilson informed the Commission there is nothing new on the Senior Nutrition Program.

2. Senior Center Programs Ongoing. Ms. Wilson reported she had discussion on the foot clinic. We are allowed to see seven individuals per month, and this is a very popular program. The VNA wishes to schedule people for every other month which reduces the number of people that can be accommodated. Those enrolled may continue, but they cannot take any new people. A continued discussion will be had to determine how new clients could be added or how clients would be removed.

Ms. Harris suggested contacting Masonicare to see if they could provide the service.

3. Senior Center Programs – New. We are not promoting indoor dining but instead having Grab and Go meals. We plan to try an indoor dining function in January to see what level of interest there is.

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

e. Revenue. Revenues are doing fine.

3. OLD BUSINESS

a. Status of the Senior Center and COVID 19. Ms. Wilson reported the mask mandate for town buildings has been lifted. She has let the instructors know if they wish they may wear a mask and ask participants to also wear a mask.

b. Potential Expenditures for Federal COVID Money. Ms. Wilson gave the Commission several job descriptions for a potential Outreach Worker. She will get the job description for the Mental Health Worker that has been hired by Park & Recreation. Ms. Wilson would like this to be a remote position on an as-needed basis because of her lack of office space. Ms. Caste asked would their salaries be taken from the Commission on Aging budget? Ms. Wilson felt it would. Mr. Whritner asked would the calls come to the Commission on Aging Office? Ms.

Wilson replied they would. Ms. Hardy felt a Social Worker would need a degree. She felt there is a need for these workers. Ms. Wilson felt these positions could be combined with another department in town or potentially the Town of Waterford.

- c. Potential Feasibility Study. Ms. Wilson felt we need to have discussion with the First Selectman. She is talking to the Library and Parks & Recreation to see if it makes sense to combine efforts.
- d. FY20-21 Annual Report. Ms. Wilson will have copies of the Annual Report for the Commission to review.
- e. Credit Card Processing. Ms. Wilson informed the Commission we are scheduled to use Print & Pay Company in January. This system is used by the Tax Collector and Assessor. Ms. Caste asked will you also continue to accept cash and checks? Ms. Wilson replied she will.
- f. Other Pertinent Business. There was no discussion of other pertinent business.

4. NEW BUSINES

- a. Review of Potential Outreach Worker Job Description. Ms. Wilson asked the Commission to review and give their comments on the Outreach Worker Job Description.
- b. Review of Current Mental Health Worker Job Description. The Commission will be provided this job description so they can review and give comments.
- c. Preliminary Review for the Upcoming FY22/23 Budget. Ms. Wilson informed the Commission she will have budget sheets at the December meeting of this Commission. She has written a grant for a replacement vehicle. Ms. Hardy suggested that Ms. Wilson hire another half time driver in order to have a back-up. Ms. Wilson stated her present substitute drivers have been a great help.
- d. Review of Commission on Aging Board Meeting Dates. The Commission reviewed the draft letter for 2022 meeting dates and accepted the schedule.
- e. Other Pertinent Business. There was no discussion of other pertinent business.

- 5. **EX-OFFICIO REPORT.** Ms. Hardy reported this Commission may have a new Ex-officio member.

At this Commission's last meeting she reported on the Affordable Housing Act proposed for the Town to consider. The Act would allow a single lot to be used as accessory housing. You do not have to be a family member. It could be for rental and still belong to the property owner. The Zoning Commission decided to opt out because we have only one Zoning Official. The vote was 4-2. It will be forwarded to the Board of Selectmen. We already allow an accessory building for the handicapped. This may not be fully equipped. It may not have a stove. A large number of people attended the meeting. Almost everyone thought it was a good idea. The Board of Selectmen decided they needed more time to review it and have

more input from residents. Blackpoint, Crescent and Giants Neck Beach Association have their own Zoning Enforcement Officer. Ms. Harris asked can you have one acre? Ms. Hardy replied you can. Ms. Caste asked would this be a separate structure? Ms. Hardy stated it would. BB Smith asked what would happen if you want to sell your house? Ms. Hardy replied it is sold with the house. She added many other towns opted out. She stated if you don't do anything you have to opt out.

Ms. Hardy informed the Commission someone has purchased Bob's Discount Furniture and plan to open with a laser beam that will hit a target and reflect the accuracy of the shot on the target. There will also be a training facility within the building. There will be no live ammunition. It was on the last Zoning Commission Agenda. The Attorney asked that it be withdrawn.

6. PUBLIC DISCUSSION

There were no guests.

7. BOARD RESPONSE

There was no response.

8. ADJOURNMENT

MOTION (2): Ms. Harris moved to adjourn the Commission on Aging November 8, 2021 Regular Meeting at 5:50 p.m. Seconded by Ms. Bengston. (5-0) Unanimous.

Respectfully Submitted,

Frances Gheri, Recording Secretary