

COMMISSION ON AGING
REGULAR MEETING MINUTES
January 9, 2023

RECEIVED FOR RECORD
EAST LYME, CT

2023 JAN 12 A 9:16

Cammie White
TOWN CLERK

Present: John Whritner
Marge Caste
Michel Bekech
Joe Palazzo
Ilene Harris
Joan Bengtson
Margret Hughes

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

1. PRELIMINARY BUSINESS

b. Pledge of Allegiance. The Pledge of Allegiance was observed.

Chairman Whritner called the January 9, 2023 Commission on Aging Regular Meeting to order at 5 p.m.

MOTION (1): Ms. Hughes moved to add Election of Officers to item 1b of this Meeting's Agenda. Seconded by Mr. Palazzo. (6-0) Unanimous.

Mr. Whritner informed the Commission that he will resign from this Commission as of June 20, 2023.

b. Election of Officers. Ms. Hardy asked for nominations for Chairman of the Commission on Aging for 2023.

MOTION (2): Ms. Caste moved to nominate Mr. Bekech as Chairman of the Commission on Aging for 2023. No second.

MOTION (3): Ms. Caste moved to nominate Mr. Whritner as Chairman of the Commission on Aging until June 30, 2023. Seconded by Mr. Bekech.

Ms. Hardy asked if there were any other nominations for Chairman of the Commission on Aging for 2023.

There were no other nominations. A vote was taken and Mr. Whritner was unanimously elected Chairman of the Commission on Aging until June 30, 2023.

Ms. Hardy asked for nominations for Secretary of the Commission on Aging for 2023.

MOTION (4): Ms. Caste moved to nominate Ilene Harris as Secretary of the Commission on Aging for 2023. Seconded by Mr. Whritner.

There were no other nominations for Secretary of the Commission on Aging. A vote was taken and Ilene Harris was unanimously elected Secretary of the Commission on Aging for 2023.

Ms. Hardy asked for nominations for Vice Chair of the Commission on Aging for 2023.

MOTION (5): Ms. Caste moved to nominate Mr. Bekech as Vice Chair of the Commission on Aging for 2023. Seconded by Mr. Palazzo.

Ms. Hardy asked if there were any other nomination for Vice Chairman of the Commission on Aging for 2023.

There were no other nominations for Vice Chair of the Commission on Aging for 2023 and Mr. Bekech was unanimously elected Vice Chair of the Commission on Aging for 2023.

- c. **Delegations.** There were no guests.
- d. **Approval of Meeting Minutes December 12, 2022.** Mr. Whritner asked for additions, deletions, or corrections to the December 12, 2022 Commission on Aging Minutes.

MOTION (6): Mr. Bekech moved to approve the December 12, 2022 Commission on Aging Regular Meeting Minutes, as presented. Seconded by Ms. Hughes. (6-0) Unanimous.

- e. **Correspondence.** Cathy Wilson had no new correspondence.

2. STATUS REPORT

a. **Transportation.** Ms. Wilson reported at the December meeting that the R-1 vehicle was purchased through a 5310 grant. The State of Connecticut has been co-owner for five years. ~~That five-year period ended in September. The complete ownership now transfers to~~ the town. When the new vehicle arrives, quarterly reports will be required for it. Quarterly maintenance vehicles are going to the town garage. We have asked the town garage to keep the R-3 road worthy to be used as a back up vehicle. The R-3 will then allow us to have three vehicles on the road. The R-3 is not in good shape. At some point in the near future, it will have to be taken off the road. It needs work that is expected to cost \$2,000. The new Director will need to write a 5310 grant in 2024. We expect our new R-4 will be in the fleet soon.

b. **Senior Trips.** The following trips are planned:

1. **Enrichment Trips.** We are in the process of adding more day trips.

c. **Day/Overnight Trips.** The following trips are planned:

1. April 5, 2023 to the Titanic Exhibit in New York City. The trip fee is \$122.
2. April 20, 2023 for a Tea Lunch and guided tour of the Blithewold Mansion and Gardens. The price is \$130.
3. May 23, 2023 a Highline Trip and Edge (Observation Deck). The fee is \$132.

4. June 18 to June 25, 2023 for eight days and seven nights for an escorted Bermuda Cruise. Prices start at \$1299, plus taxes and fees.
5. August 28 to September 4, 2023 to Discover California Dreamin: Monterey Yosemite and Napa with Optional 2 a night in San Francisco Post Tour Extension. Prices are \$3,279 per person for double occupancy rooms.
6. October 7 to October 15, 2023 to Northern Italy and Its Lakes. The cost is \$3,399 per person for double occupancy.

1. **Senior Nutrition Program.** There have not been any changes to the Senior Nutrition Program. We have secured a new volunteer to take Mr. Whritner's place.
2. **Senior Center Programs Ongoing.** Ms. Wilson informed the Commission we had registration for the January session a few weeks ago.
3. **Senior Center Programs – New.** The Senior Center has received 100 calls for appointments for the Tax Aide program today. Three hundred appointments can be taken.

Commission member Ilene Harris arrived at 5:20 p.m.

Ms. Hardy asked is there another source available? Ms. Wilson informed her there are AARP and the VITA Program.

4. **d. Budget-General Fund, Revolving Account.** Ms. Wilson will distribute a quarterly report at its next meeting.

e. Revenue. Ms. Wilson distributed information on the Annual Revenue of the General Fund for 2022/2023. Transportation donations are expected.

3. OLD BUSINESS

- a. **Request for ARP.** The hiring of a Social Worker will wait until the new Director is on-board so that person will have input into the hiring process.
- b. **Budget Discussion for Fiscal Year 23/24.** Ms. Wilson had a budget meeting with the First Selectman and Finance Director. She was asked to let the new Director of the Commission on Aging hire. Ms. Wilson presented to them two budgets. One with a full-time driver and a part-time driver. The second with all part-time drivers. In terms of scheduling, it is better to have more drivers. She spoke with them about what the cost would be if we kept four vehicles and If we have all part-time drivers every day or a third driver. Ms. Hardy asked do you have a date to present your budget? Ms. Hardy informed her and the Commission the Budget Hearing on the Commission on Aging is scheduled for February 15, 2023 at 5:30 p.m.
- c. **Retirement of Director.** Ms. Wilson will train the new Director the week of March 27. We want to offer the position by March 6. We are posting it internally next week and interviewing mid to late February. This timeline was discussed with the First Selectman. Ms. Hardy felt there should be two commission members involved in the interviewing process. Mr. Bekech asked if there are any certifications required for the position? Ms. Wilson informed him there are none. She will contact other towns to see what they are requiring. They will need to understand how emergency efficiency works. They will

need to understand transportation. Mr. Bekech asked will they be incorporated in the Job Description? Ms. Wilson replied she is working on a revised Job Description. Ms. Hardy asked if a subcommittee of commission members would be helpful in developing a new Job Description? Ms. Wilson stated she will ask for help if needed. Mr. Bekech asked if beyond this Commission does anybody have to approve the Job Description? Ms. Wilson informed him Human Resources does. Ms. Hardy felt the First Selectman also does.

d. Other Pertinent Business. There was no other pertinent business.

4. NEW BUSINESS

a. Update on Dial-a-Ride. Ms. Wilson reported Dial-a-Ride has a set amount of funds. The funding has not increased but the number of transportation requests for medical appointments have increased. Individuals are now allowed 24 one-way trips. Previously they were allowed 36. Individuals who have Medicare Advantage Insurance have transportation in their insurance. Approximately 30% of individuals being transported need a lift.

b. Review of the Parahus Account. Ms. Wilson distributed information on the Parahus Account. There is approximately \$17,000 in the Money Market Account which is easy to access. We have \$80,000 in a CD. The Finance Director suggested moving the money in a CD into a different account that will give more interest. He is looking into this

c. Other Pertinent Business. Ms. Wilson listed the 2023 meeting dates for this Commission as follows: January 9, February 13, March 13, April 10, May 8, June 12, July 10, no August meeting, September 11, October 10, November 13 and December 11.

5. EX-OFFICIO REPORT Ms. Hardy reported the Charter Revision Commission's meetings are posted. They also have subcommittee meetings. They have recommended several changes. One change being considered is should department heads live in East Lyme. They suggest combining Planning and Zoning. This has been tried twice before and has failed. Parks and Recreation and Youth Services will be combined. She added a decision continues on the purchase of the Hathaway property. Part of that property will have the potential of 20 homes. The Historical Cemetery Commission settled an agreement. She felt traffic control is needed. They have agreed to a gate at their cost. A key will be needed to enter. A retaining wall will be put in. Many seniors go there and its difficult for them. There are several other parcels coming before the Zoning Commission.

6. PUBLIC DISCUSSION

There were no guests.

7. BOARD RESPONSE

There was no response.

8. ADJOURNMENT

MOTION (7): Ms. Harris moved to adjourn the Commission on Aging January 9, 2023

**Commission on Aging Regular Meeting at 6:00 p.m. Seconded by Ms. Bengtson
(7-0) Unanimous.**

Respectfully Submitted,

Frances Gheri, Recording Secretary

