

COMMISSION ON AGING  
REGULAR MEETING MINUTES  
February 13, 2023

RECEIVED FOR RECORD  
EAST LYME, CT

2023 FEB 16 A 10: 52

*Cathy Wilson*  
TOWN CLERK

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

Absent: Ilene Harris

Also Present: Cathy Wilson, Director

**1. PRELIMINARY BUSINESS**

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

Chairman Whritner called the February 11, 2023 Commission on Aging Regular Meeting to order at 5 p.m.

**MOTION (1): Ms. Bengtson moved to add ARP Funds for senior centers in Connecticut under New Business, f. Seconded by Mr. Bekech. (6-0) Unanimous.**

**c. Delegations.** There were no guests.

**d. Approval of Meeting Minutes January 9, 2023.** Mr. Whritner asked for additions, deletions, or corrections to the January 9, 2023 Commission on Aging Minutes.

**MOTION (2): Mr. Bekech moved to approve the January 9, 2023 Commission on Aging Regular Meeting Minutes, as presented. Seconded by Ms. Bengtson. (6-0) Unanimous.**

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

**2. STATUS REPORT**

**a. Transportation.** Ms. Wilson reported all transportation is doing well. We sent our annual appeal letter and have been receiving donations. We are updating our transportation book. Our department receives from the Town Clerk a list of individuals who are deceased which allows us to keep our transportation records current.

We received information from DOT regarding the R-1 vehicle which has been purchased with grant funds. When the town has a vehicle for five years that has been purchased with grant funds, it is owned by the town free and clear. The R-1 is now a town vehicle.

We received a request from the East Lyme Police Cadets to use one of our vehicles on May 6 to go to Meriden with 14 youngsters. The vehicle will be driven by Sgt. Mark Halbauer,

East Lyme Police Cadets Director. Sgt. Halbauer has endorsements on his license. He is covered on the town's insurance policy. The Commission had no objections to this request.

We now have a pole camera at the Senior Center that is operational.

**b. Senior Trips.**

1. **Enrichment Trips.** The following fun trips are planned: On May 8 at 10:30 a.m. to Grasso Tech Café. with shopping afterwards. The trip fee is \$5. for transportation and on May 22 at 11 a.m. to Bill's Seafood in Westbrook for a ROMEO CLUB trip. The trip fee is \$5 for transportation.

June 15 Encore Boston Harbor Casino for \$86.

July 6 Theater by the Sea to see The Carole King Story. Lunch is included for \$155.

July 25 Museum of Natural History for an Intergenerational trip.

**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 sufficient volunteers.
2. **Senior Center Programs Ongoing.** Ms. Wilson informed the Commission we are booking appointments for mid-March for the Tax Aide program. The hiking group is scheduled through March.

We sold the ceramic kiln for \$250. Ms. Wilson recommends that the \$250 go into the General Fund.

3. **Senior Center Programs – New.** Seniors are concerned about their electric bills. Ms. Wilson reported individuals can reduce their monthly costs by looking into a different supplier. However, If you opt not use Eversource as a supplier, you may lose other benefits. This will not affect the energy credit received from CEAP through TVCCA.

We are offering haircuts at the Senior Center. We now have a massage therapist who can do reflexology for \$20 for twenty minutes. Meditation and Mindfulness will be available. We will offer COVID vaccinations in March.

4. **d. Budget-General Fund, Revolving Account.** The Commission reviewed the Budget General Fund, Revolving Account. Ms. Wilson reported her only concern is the telephone bill. She will transfer approximately \$400 into that account.

**e. Revenue.** Ms. Wilson distributed information on the Annual Revenue of the General Fund for 2022/2023. Her program supplies were high. She added we are offering Lunch and Learn and food costs have increased.

### **3. OLD BUSINESS**

- a. **Request for ARP.** An RFQ was sent out and we received six bids.
- b. **Budget Discussion for Fiscal Year 23/24.** To date there have been no changes to our budget request.
- c. **Retirement of Director.** All Commission members received an invitation to Ms. Wilson's retirement party on March 17 from 2 p.m. to 4 p.m. at the East Lyme Senior Center.

Mr. Whritner complimented Ms. Wilson for laying out the process and preparing the Job Description.

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

### **4. NEW BUSINESS**

**a. Hiring Process for Director's Position.** The Director's position has been advertised on the town website. As of the 13<sup>th</sup> of February fifteen applicants have responded. The Job Description has been posted. Ms. Hardy has asked about certifications required. That information has been attached.

**b. Relocation of Parahus Funds.** Ms. Wilson reported there are two Parahus accounts. Both are earning very little interest. The Finance Director suggested a short-term investment fund earning 4% interest. The CD is coming due at the end of March. It will be moved into a STIF account, minus \$10,000 that will go into a regular savings account.

**MOTION (3): Mr. Bekech moved to authorize Cathy Wilson to move funds from the Parahus Fund into a STIF account. Seconded by Ms. Bengston. (6-0) Unanimous.**

**c. Annual Report.** The Commission reviewed the Annual Report.

**MOTION (4): Ms. Caste moved to accept the Annual Report. Seconded by Mr. Palazzo. (6-0) Unanimous.**

**d. BOS Budget Review Meeting.** The Selectmen will review the Commission on Aging budget on February 15 at 5:30 p.m. All commission members were invited to attend.

**e. COA Schedule for New Director.** Ms. Wilson distributed the schedule for the new Director.

f. **ARF Funds for Senior Centers in Connecticut.** Ms. Wilson informed the Commission funds have been set aside for senior centers based on its population. East Lyme is eligible for \$58,540. She suggested the following items: new flooring in the Senior Center, a coffee snack bar, lighter trays, a new dishwasher. She is asking for public input through the newsletter.

5. **EX-OFFICIO REPORT** Ms. Hardy was unable to be present, and there was no report.

6. **PUBLIC DISCUSSION**

There were no guests.

7. **BOARD RESPONSE**

There was no response.

8. **ADJOURNMENT**

**MOTION (5):** Ms. Bengtson moved to adjourn the Commission on Aging February 13, 2023 Commission on Aging Regular Meeting at 5:45 p.m. Seconded by Mr. Palazzo. (6-0) Unanimous.

Respectfully Submitted,

Frances Gheri, Recording Secretary