

**EAST LYME COMMISSION ON AGING  
REGULAR MEETING MINUTES  
TUESDAY, OCTOBER 9th, 2012**

Present: Philip Mountain, Chairman, Marge Caste, Ilene Harris,  
John Whritner

Also Present: Cathy Wilson, Senior Services Coordinator

Absent: Mary Broga, Carrie Janus, B.B. Smith

FILED

AT

Oct 15, 2012  
10:00 AM

L. Abblais  
TOWN CLERK

**1. PRELIMINARY BUSINESS**

Chairman Mountain called the Commission on Aging Regular Meeting of October 9, 2012 to order at 6:00 PM.

**a. Pledge of Allegiance**

The Pledge was observed.

**b. Delegations**

There were no delegations.

**c. Approval of Meeting Minutes – July 9, 2012 and Special Meeting of September 5, 2012**

Mr. Mountain called for any additions, deletions or corrections to the Commission on Aging Regular Meeting Minutes of July 9, 2012.

**\*\*MOTION (1)**

Mr. Whritner moved to approve the July 9, 2012 Regular Meeting Minutes of the Commission on Aging as presented.

Ms. Harris seconded the motion.

**Vote: 4 – 0 – 0. Motion passed.**

Mr. Mountain called for any additions, deletions or corrections to the Commission on Aging Special Meeting Minutes of September 5, 2012.

**\*\*MOTION (2)**

Mr. Whritner moved to approve the September 5, 2012 Special Meeting Minutes of the Commission on Aging as presented.

Ms. Harris seconded the motion.

**Vote: 4 – 0 – 0. Motion passed.**

**d. Correspondence**

Correspondence was made available for review.

**2. STATUS REPORT**

**a. Transportation**

Ms. Wilson reported that this has been doing well. The drivers and the vehicles are okay and she is in the process of preparing the quarterly report that is due to the DOT soon.

## b. Senior Trips

- (1) **Enrichment Trips** – Ms. Wilson reported that on October 10, 2012 that they would go to the 'Six Paca Farm' in Bozrah to see the Alpacas with lunch on your own at Old Tymes in Norwich; and on October 24, 2012 they would do a Leaf Peeping Trip to Northeast CT with lunch at Hank's Restaurant in Brooklyn.
- (2) **COA Sponsored Trips** - Ms. Wilson reported that no COA sponsored trips have been scheduled at this time and that this item has been combined with the Parks & Recreation Special Revenue program as of the new fiscal year.

Ms. Wilson said that they would be holding a trip subcommittee meeting on October 22, 2012 to discuss ideas on trips to offer for the upcoming year. In the meantime she said that she has emailed the people on the trip email list and asked if they have any suggestions on the types of trips that they would like to go on in the upcoming year.

- (3) **Day/Overnight Trips** – Ms. Wilson reported that they are coming to the end of the 2012 trip year. The September 29, 2012 Waterfire trip to RI was cancelled due to a lack of sign ups although they were close, it did not cover the bus cost. Also, the October 24, 2012 – Jack-O-Lantern Spectacular at Roger Williams Zoo was just cancelled due to a lack of sign-ups. She reported on the following upcoming day trips to complete the year:  
November 3, 2012 – 25<sup>th</sup> Annual Christmas Festival (Crafts) in Boston, \$45, lots of walking  
November 15, 2012 – Newport Playhouse & Cabaret, Newport, RI, \$75, minimal walking  
December 4, 2012 – Advance Notice – Radio City Christmas Show in NYC, \$126 (wait list)

Ms. Wilson also reported on the following overnight trips noting that the Brandywine Holiday Tour was not doing well at this time:

November 30 – December 2, 2012 – Brandywine 3-day Holiday Tour, \$479 and up  
January 27 - February 5, 2013 – Eastern Caribbean Cruise – Norwegian Gem, \$1319 and up  
March 7 – 20, 2013 – The Plains of Africa – Kenya Wildlife Safari, \$7199 and up  
April 19 – May 1, 2013 – The Best of Portugal including the islands, \$3969 and up

## c. Programs

- (1) **Senior Nutrition Program** – Ms. Wilson recalled that this summer they have been paying for the site servers to work on Mondays due to the re-allocation of funds. They stopped serving Meals on Wheels and meals on Mondays but they have been covering Jan thru September. She said that this will stay at only four days of congregate and 4 days of MOW's per week however they have other options such a doing a bistro menu that can be offered on the fifth day. This option has \$3, \$5 & \$7 prices and people do not have to register for it and they do not have to be 60 or over. She said that they would like to continue with the 5 days of MOW's however the only way to do this would be to participate in the Bistro Plan on Mondays which is their Prime Time day. The Town's site server's hours would then go back to before however the catch is that they need to purchase a minimum of 20 meals. She said that she is thinking of trying it for at least a month and if necessary they could go back to the prime time Mondays. The congregate is not going to go back to 5 days.

Mr. Whritner asked if the Town is willing to continue kicking in the extra dollars for the day. Ms. Wilson said that she wanted to present this to them first before presenting it to Mr. Formica. She noted that the congregate is only a 24 hour reservation; and with the bistro they will get 20 meals and there is a choice that they can pick from in the price range.

Ms. Caste asked when this would start.  
Ms. Wilson said that it would start in November.

(2) **Senior Center Programs - Ongoing** – Ms. Wilson reported that the on-going programs are doing well and that two classes are at full capacity. She said that Chair Yoga is full and she is thinking of either moving it to a new larger location or of offering another class. The other – the PACE class is a Thursday class and is at maximum capacity of 25 people. She said that she is considering the possibility of offering a ‘functionally fit’ class and is working on how to do this.

(3) **Senior Center Programs - New** – Ms. Wilson reported that they held one flu clinic and would be holding the other this coming Friday, October 12, 2012. There will be a Mature Drivers safety class on October 17 and the Lions Club will be doing a free pasta dinner on October 23. On October 26 they would be having lunch and entertainers ‘Southern Style’.

**d. Budget – General Fund, Revolving Account**

Ms. Wilson reported that the Revolving Account is the trips. They had to increase the refund line in this account to more than \$500 as they had more than that in cancellations (reimbursements). She said that this account is doing well.

**e. Revenues – General Fund, Revolving Account**

Ms. Wilson reported that the revenues are doing fine. She explained that this is the two reports that she had told them they would be seeing. The General Fund revenues are lower now as the trips are in a separate revenue account. The trips are doing very well. She asked that they think about the programs and what they would be willing to support going forward to the new fiscal year as the difference with the two accounts is the cost versus revenue factor of the programs.

Some suggestions from the Commissioners were to put a one-year expiration on the cards that are sold for the classes. Also – the passes would be non-refundable as the other senior centers in the area do.

**3. OLD BUSINESS**

**a. Appeal Letter for Transportation**

Ms. Wilson reported that they have received \$725 to date from this letter and that they are still receiving donations.

**b. Potential Newsletter Issue**

Ms. Wilson reported that she has not heard anything further from CPI Newsletters about a potential advertising plan and the amount of advertising revenue that is necessary although she did find her notes from the original discussion and it is \$4000 annually. She said that she looked into having the East Lyme Schools print the monthly newsletter with the cost of the paper and toner coming from the Senior Center. This roughly comes to around \$2000 annually for 800 copies per month. She said that she was finally able to get a phone number and contact for the prison system and will contact them to see if they have a print shop and the ability to produce a newsletter. She said that she will also contact area print shops to see what those costs would be. She said that she would leave this item on the agenda until definite options have been established in the event they are notified by CPI that they are no longer publishing it

**c. Other Pertinent Business**

There was none.

**4. NEW BUSINESS**

**a. Transportation to Coast Guard Concerts**

Ms. Wilson said that there is definitely an interest in the Senior Center providing transportation to these Sunday concerts by the US Coast Guard Academy with the question being if they want to do this. The bus can accommodate a maximum of 15 people – 12 seats, 2 spaces for wheelchairs and 1 driver. She explained that it is not realistic to provide both a driver and a staff member for these concerts. They would need to determine what the minimum number would be to run this; the time necessary to pick

people up, get them there, then drive them back and to their homes would cost roughly \$100 for a driver. They would have to determine the amount of gas used and what they would charge. After discussion it was suggested that they try the December concert as a trial run.

Ms. Caste suggested that they skip the January and February concerts so that they would not have to worry about the weather at that time.

Ms. Harris suggested charging \$5.

Ms. Wilson said that they would discuss this further at their November meeting.

#### **b. Possible Senior Services Fair**

Ms. Wilson said that she has been getting a lot of requests from businesses that provide services to the senior population to come to the Center and do a presentation. In the past they have not allowed a 'for profit' organization to do a presentation as it would seem like an endorsement from the Senior Center. However; in light of the number of requests and with consideration to their relationship with the business community as they move forward, she asked for suggestions noting that the Groton Senior Center holds a Senior Services Fair annually and allows vendors to purchase a table. In this way the Senior Center is not seen as endorsing a particular product or company but allows companies to show their products to the local senior population.

Mr. Whritner suggested that they should not be too low in their costs to rent tables to vendors and that they should ask the schools if they could hold it in their space as it is larger and there is difficulty with finding a block of time to hold it at the senior center with the amount of use that it currently gets.

Ms. Wilson said that this would remain on the agenda for more discussion.

#### **c. Brochures for Services in the Senior Center**

Ms. Wilson said that there are many people and companies that offer services and want to leave their flyers/brochures, etc at the Senior Center. They are on the bulletin board and in the foyer area but with so many; the display becomes bogging at best.

Mr. Whritner suggested they establish a notebook and place it on the foyer table and have it as the area for these items. The Center would come up with a policy as to what and how these items could be placed in the 'Services Notebook' as well as a policy on what flyers would be posted on the bulletin board.

This item was left for further discussion.

#### **d. Other Pertinent Business**

There was none.

### **5. PUBLIC DISCUSSION**

There was no public discussion.

### **6. ADJOURNMENT**

#### **\*\*MOTION (2)**

Ms. Harris moved to adjourn the Commission on Aging Special Meeting of October 9, 2012 at 7:00 PM.

Ms. Caste seconded the motion.

**VOTE: 4 - 0 - 0. Motion passed.**

Respectfully submitted,

Karen Zmitruk,  
Recording Secretary, Pro-tem