

**EAST LYME COMMISSION ON AGING  
SPECIAL MEETING MINUTES  
WEDNESDAY, SEPTEMBER 5th, 2012**

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

**Also Present:** Cathy Wilson, Senior Services Coordinator

**Absent:** Mary Broga, B.B. Smith

FILED Sept 12, 2012  
AT 2:00 P.M.

*Lesley A. Blais*  
TOWN CLERK

**1. PRELIMINARY BUSINESS**

Chairman Mountain called the Commission on Aging Regular Meeting of September 5, 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 August 6, 2012**

Mr. Mountain called for any additions, deletions or corrections to the Commission on Aging Special Meeting Minutes of August 6, 2012.

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

Mr. Whritner moved to approve the August 6, 2012 Special Meeting Minutes of the Commission on Aging as presented.

Ms. Caste seconded the motion.

**Vote: 5 – 0 – 0. Motion passed.**

As no one had received a copy of the July 9, 2012 meeting minutes to review, it was decided to table any approval of them until the next Regular Meeting of the Commission in October when members would be provided with a copy for review.

**d. Correspondence**

Correspondence was made available for review.

**2. STATUS REPORT**

**a. Transportation**

Ms. Wilson reported that they had been offering another trip to New London during the week on Wednesday on a trail basis for a couple of months and that the response to it has been lukewarm at best so it has been suspended for the time being. She said that she is still considering re-instituting this extra New London run for the fall if it becomes necessary but the Wednesday New London run has been eliminated at this time.

The Youth Center used a vehicle twelve (12) times and put 200 miles on it. The inspections/registrations have all been sent to the DMV.

## 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 to discuss ideas on trips to offer for the upcoming year in early October once she returns from vacation. 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.

- (3) **Day/Overnight Trips** – Ms. Wilson reported that the Rockport /Gloucester trip had gone and that it seemed that they would be going to New York to the 911 Memorial tomorrow with a full bus. She also reported on the following upcoming day trips:
  - September 19, 2012 – Connecticut Day at the Big E, \$42, lots of walking
  - September 29, 2012 – Waterfire in Providence, RI, \$35 lots of walking
  - October 2, 2012 – Culinary Institute & FDR Home, Library & Museum, \$81, walking
  - October 24, 2012 – Jack-O-Lantern Spectacular at Roger Williams Zoo, \$48, lots of walking
  - 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

Ms. Wilson also reported on the following overnight trips:

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 reported that this program requires that you have to be at least 60 years old to participate in it. If not, then you are supposed to pay \$7 for the lunch. However, they were informed that the \$7 fee was computed incorrectly and that the actual cost for those less than 60 years of age should be \$12.47. She said that they rarely get people in that category so it should not affect them.

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 she has spoken with Timothy Grills regarding the Mondays which has been soup & sandwich offerings only and as of October 1, 2012 they will take Jan back and pay for her and they will also take the proceeds from the soup & sandwich program. She noted that the congregate and MOW's operate together.

She lastly reported that a recent kitchen inspection received a score of 100.

- (2) **Senior Center Programs - Ongoing** – Ms. Wilson reported that the on-going programs are doing well and that there are no issues.

- (3) Senior Center Programs - New** – Ms. Wilson reported that flyers went out for the September 29, 2012 Drug Take Back Day; and they would be holding Flu Clinics on October 5, 2012 and October 12, 2012. On October 26, 2012 they would be having entertainers 'Southern Style'.

**d. Budget**

Ms. Wilson reported that the new fiscal year has just begun and that they are on target.

**e. Revenues**

Ms. Wilson reported that the revenues are doing fine. She explained that they would be seeing two reports as the trips are part of the Special Revenue Fund.

**3. OLD BUSINESS**

**a. Purchase of Office Furniture**

Ms. Wilson reported that they have received their new office furniture and that it is all in place. Everything matches and it affords them a bit more room and more efficient work stations. She asked that they stop in the office on their way out and take a look at it.

**b. FT Adm. Secretary Position**

Ms. Wilson said that this position is filled and that everything is working out.

**c. Potential Newsletter Issue**

Ms. Wilson reported that she received a call from CPI Newsletters about a potential advertising plan and has not heard anything since that call.

**d. Other Pertinent Business**

There was none.

**4. NEW BUSINESS**

**a. Appeal Letter for Transportation**

Ms. Wilson said that the transportation of people is not on a 'fee based' method so they send out letters once a year asking for a donation. They enclose self-addressed envelopes for people to mail back donations.

Ms. Harris asked how this has been working out.

Ms. Wilson said that she has had people asking when the letters would be going out.

**b. Review of New Revolving Account**

Ms. Wilson said that they started this new account for their trips on July 1, 2012 but they started separating the monies out in June. So far they have collected \$10,139.59 and paid out \$3,300. She said that the start up will take time to work out and that they would see two revenue sheets initially.

**c. Annual Report**

Ms. Wilson said that they used to get a notice each year to compile an annual report for their department. While she has not received this notice for some time, she said that she compiles the report for herself anyway as a means of keeping track of the events that they have offered and what has been done during the year. She said that she would include a copy of it in their packets for the next meeting.

**d. Other Pertinent Business**

There was none.

**5. PUBLIC DISCUSSION**

There was no public discussion.

**6. ADJOURNMENT**

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

Ms. Janus moved to adjourn the Commission on Aging Special Meeting of September 5, 2012 at 6:40 PM.

Ms. Harris seconded the motion.

**VOTE: 5 - 0 - 0. Motion passed.**

Respectfully submitted,

Karen Zmitruk,  
Recording Secretary, Pro-tem