

MEETING OF SEPTEMBER 13, 2011

The meeting was called to order at 6:37 p.m. by Chairman Earl Temchin.

Mr. Cammuso led the **Pledge of Allegiance** to the American Flag.

Members present: Ben Cammuso, Marjorie Chase, Susan Locks, Lynn Maschi, Sandra Micalizzi, Connie Proll, Michael Rossi and Earl Temchin. Members absent: Len Marcheselle

The minutes of the July 12, 2011 meeting were presented to the Commission. Earl Temchin asked if there were any corrections, additions or comments. Michael Rossi made a motion to accept the minutes as presented; seconded by Connie Proll; all were in favor.

Commissioner/Treasurer Susan Locks presented the **Treasurer's Report** stating that of the FY 2010/2011 \$468,021. revised budget, \$446,137.36 (95.3%) was expended; leaving a balance of \$21,883.63. The FY 2011/2012 budget of \$481,750. reflects \$76,107.68 (25.0%) expended; \$44,409.60 encumbered; with \$361,232.72 remaining. A motion was made by Ben Cammuso to accept the Treasurer's Report as presented; seconded by Marjorie Chase; all were in favor.

Executive Director Robert Verderame presented the **July and August 2011 Director's and Program Coordinator's Reports**, noting that Dial-a-Ride provided 1119 one way rides on 20 days, including 446 in town medical rides and 115 out of town medical rides in July and 1433 one way rides on 23 days, including 611 in town medical rides and 80 out of town medical rides in August. Twenty-two new members joined in July and 27 joined in August. The Nutrition Program served 607 meals in July and 726 in August. During the month of July, the Renters Rebate program continued; the Southington Housing Authority accepted applications for elderly and/or disabled individuals; and telemarketing scams were prevalent. As of 7/1/2011 the ConnPACE program was closed to individuals enrolled in Medicare, and NCAAA Choices Regional Manager Lindsay Quillan MSW announced she was leaving her position and there are no plans to fill it. Calendar House was designated a "cooling place" on July 19th due to extreme weather conditions. An incident of vandalism occurred during the 4th of July weekend; picnic benches were broken. Under Bus Maintenance, minor repairs were done and all three buses had routine maintenance done, checking fluids, changing oil, etc. Sandra Micalizzi asked if the bus maintenance goes out for bid. Robert responded not during his tenure. Earl noted that bids are not required for expenditures under \$10,000. Sandra requested that the Executive Director check with the Town Attorney. Under Building Maintenance, minor repairs were done including the skylight, which has remained dry even during the recent hurricane.

Sharyn Murphy presented the Program Coordinator's Report for July, noting that with regards to the renters rebate program, OPM allowed applications to be processed without concrete knowledge of available funding, so applicants could not be given the amount they would be receiving. Sandra Micalizzi asked if the money comes from the town; Sharyn replied that it is a state funded program. Sandra asked what the current status was; Sharyn responded that letters are being sent to applicants to the effect that applications are in process and funding has not yet been determined. Sharyn noted that housing site visits were scheduled and completed. Sharyn highlighted the town-wide 9/11 10th year anniversary memorial. The names of those who perished were listed on our bulletin boards, with opportunity to contribute a "star" by noting a name and an act of kindness offered in their memory. Sandra Micalizzi presented "Sugar Tips" Diabetes Detection and Prevention at a Bagel Breakfast; and Ray Scott provided entertainment for the 85 people who enjoyed an ice cream social.

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The Executive Director continued with the August report noting that we fielded numerous inquiries from anxious and concerned seniors regarding Social Security payments as a result of the uncertainty created by the debt ceiling debate. There were also questions regarding the announcement of the retroactive increase in state income tax effective 8/1/11. Budgetary cuts have resulted in the early closing of Social Security offices with current hours of 9 am – 3:30 pm. Due to potential cuts to the Energy Assistance program; details have yet to be finalized. Reductions could be as much as 50% which would severely impact our senior citizens as well as the fuel oil vendors. The Membership Association installed a donated display monitor in the entrance hallway highlighting current programs, activities and upcoming events. Calendar House was opened as an emergency shelter on Sunday, August 28th as Hurricane Irene arrived in Connecticut. While the town experienced some damage and power outages, we were fortunate as the storm track shifted west. The levels of preparedness, communication and cooperation between all the departments and organizations involved were excellent.

Under Bus Maintenance, the 2002 and 2009 buses were inspected and passed. AC issues were addressed on all three buses. Under Building Maintenance exterior doors and railings were painted, interior walls were touched up, and HVAC filters were changed. A Main Hall ceiling leak was determined to be caused by condensation due to the extreme heat and humidity, lowering the AC resolved the issue.

Sharyn Murphy offered the August Program Coordinator's report remarking that 407 Renters Rebate applications have been taken so far this year; the program continues through September 15th. Unfortunately the scheduled day trip to AC Moore was cancelled due to lack of participation. It was discovered that there was a scheduling conflict for a number of persons who might have gone, so it will be rescheduled. Also the "Caring for the Caregiver Series" was canceled by the representative from the Veterans Administration. Since there was considerable interest in this seminar, an alternative will be scheduled. Over 80 individuals enjoyed a pre-Bingo ice cream social on August 26th. Congressman John Larson held a "Town Hall" type meeting that was attended by 45 of our members. Earl Temchin asked if Mr. Larson took questions from the audience. He did, and most of the questions pertained to Social Security and jobs, particularly for returning members of the military. CCSU student Melissa Morosko will be interning at Calendar House until May 2012.

Connie Proll made a motion to accept the Director's and Program Coordinator's Reports; seconded by Lynn Maschi; all were in favor. Earl thanked Bob and Sharyn for providing those reports.

Under Correspondence: Minutes from Department Heads Meetings were available. Of interest was the Health District's new program involving in-home asthma evaluations. The Town Manager discussed the CIP (Capital Improvement Plan) process, noting that it is a management tool, a component of the budgeting process. Earl Temchin noted that it will be an integral part of our budget process. A memo from the Health Dept listed four flu shot clinics that have been scheduled for town employees. Commissioners may take advantage of them as well. Town wide "Dress Down Fridays" have been initiated with the one dollar donations benefitting town programs. Calendar House is again participating in the "Smart Start" program, with our members donating various school supplies that are distributed to students in need. Request was received from AARP for the use of our main hall as a temporary meeting place for the months of September, October and November while Mary Our Queen Church is under renovations. This would involve one afternoon from 1 – 3:30 pm each of the three months for between 80 and 100 members. A motion to accept the recommendation of the Executive Director to grant permission and approve this request was made by Michael Rossi; seconded by Susan Locks; all were in favor. A request was received from the ARC of Southington to hold their annual agency Holiday Party at Calendar House on Friday, December 2nd. They have held this event here for the past nine years with no adverse incidents. Lynn Maschi made a motion to approve this request with the usual stipulations; seconded by Michael Rossi; all were in favor. A request was received for the use of our parking lot for overflow parking during the late afternoon and evening of Saturday, October 29 from the Southington Band Backers for their annual Music of the Night Festival. This request has been approved in past years, although very limited use of the parking lot actually occurred. Sandra Micalizzi made a motion to approve this request; Marjorie Chase seconded; all were in favor.

A note of appreciation was received from Uta Zickfeld of the Orchard Valley Garden Club for the recent use of the pavilion for an afternoon picnic. A letter was received from Peggy Laurencelle expressing sincere gratitude for providing transportation for her physical therapy appointments at Hospital for Special Care. She commended the expertise, patience and kindness of the drivers, Paula, Lenny Ed and Vinnie, noting that we are very fortunate to have this service to our community.

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Under Old Business: A memo was sent to Nicholas DePaolo, Building Committee Chairman, as requested by the Commission, regarding the skylight. The Calendar House newsletter project has been delayed due to economic restraints on the part of potential advertisers, but is going forward with the hopes of an inaugural issue in January 2012. The Executive Director confronted escalating prices on the floor cleaning by requesting estimates from alternative companies.

Under Transportation Committee: Sandra Micalizzi inquired regarding the status of the bus grant. Bob assured the commission that the federal funds were in place, awaiting the governor to release an offset amount. He has been in contact with Ellen Lawrence who administers that grant. Earl Temchin observed that there is no contract yet, awaiting the funds. Senior Center Secretary Cynthia Gilbert has been in contact with Aimee Marque at the DOT who expedites the Matching Grant and all documentation has been submitted. Funds are in place and should be released shortly. Michael Rossi requested that Bob contact our Representatives for information re. the Energy Assistance funding. Bob noted that there is no information available at this time, but he will keep in touch with Zeke and other officials. Sandra Micalizzi asked if we were moving toward an in-house scheduler. Lynn Maschi requested copies of the state reports.

Under New Business: Copies of the Annual Report were provided. Earl remarked that he had reviewed it, made a few edits and approved it for submission as required. It was noted that the Part Time Clerk Typist is leaving. The Commission is in agreement that the position should be upgraded to full time, adding the responsibility of scheduling. This will be taken up in the next budget. Earl asked Bob to check on the technical process and procedure. Earl remarked that the replacement should be willing to go from part time to full time. Bob noted that the Town Clerk has a list of individuals who have taken the qualifying test. The CIP items and other budgetary considerations were tabled. The State of CT DOT Civil Rights Questionnaire (Title 6) has been given to the Town Attorney for completion. A list of upcoming programs and activities was provided to the Commissioners.

Public Communication: Cliff Snow questioned the need for obtaining a bid for routine bus maintenance such as oil changes, etc. Earl noted that if one vendor is providing service with expenses that are in excess of the requirements for the bid process, bids must be obtained. He doubted that the current expenses are in excess. Susan Locks asked the Executive Director what the annual expenses are; Bob replied around \$8,000. Sandra Micalizzi stated that some vehicles are under warranty. Connie Proll remarked that in light of the free parking provided, it would be unappreciative to take business elsewhere if the cost is competitive. Walter Kizilski remarked that the pavilion vandalism issue is his greatest concern. Issues in his neighborhood were resolved with the installation of a surveillance camera. Mark White offered a possible solution to install cameras that are not "linked", but would provide footage of activity in the area and serve as a deterrent. Earl Temchin said these are excellent points that will be discussed and considered at the end of December as part of the Budget Process. It was observed that we are not having issues with graffiti or break-ins.

Connie Proll said that she would like to make a motion to request that meetings start at 7 p.m. rather than remain at 6:30 pm, which is a difficult time frame for working individuals. Earl Temchin asked if she would defer the motion to the November meeting when the dates are set for the coming year, and Connie agreed.

At the request of Lynn Maschi the Commission entered into executive session exclusive of staff members and the Executive Director at 7:40 pm. When the Commission Meeting resumed, a motion to adjourn was made by Commissioner Ben Cammuso, seconded by Sandra Micalizzi. All were in favor. The meeting was adjourned at 7:50 p.m.

The next Senior Citizens Commission meeting will be held **Tuesday, October 11th, 2011** at 6:30 p.m.

Respectfully Submitted,
Cynthia Gilbert
Senior Center Secretary