

## **SENIOR CITIZEN COMMISSION MINUTES MEETING OF SEPTEMBER 11, 2007**

The meeting was called to order at 7:00 PM by Chairman Earl Temchin.

Members present: Earl Temchin, Ben Cammuso, Susan Locks, Lynn Maschi, Sandra Micalizzi, Guss Nevelos, Connie Proll, Ruth Riccio and Michael Rossi.

Mr. Temchin welcomed the new Senior Center Secretary, Cynthia Gilbert, who will officially assume this position as of September 24, 2007.

The minutes of the July 10 meeting were presented to the Commission. A motion was made by Ben Cammuso to accept the minutes as presented, seconded by Guss Nevelos, all were in favor.

The Treasurer's Report was given by Connie Proll. She reported that of the \$437,058. current budget, \$62,856.66 (14.4%) has been expended, leaving \$374,201.34 remaining. We are in good shape. Executive Director Robert Verderame remarked that we are right on target - the Part Time Driver Wages are slightly high reflecting the transportation services being utilized. Program/Activity Supplies were higher due to increased postage and printing bulletins, but this will even itself out. Lynn Maschi questioned the Staff Overtime line item. Mr. Verderame responded that it is due to the Bus Driver hours; an evening program event; and additional hours and differential paid to the Clerk Typist covering the Secretary's position, as well as filling in during the Program Coordinator's vacation. This item also should even out in the coming months.

Sandra Micalizzi mentioned that at a previous meeting a suggestion was made to e-mail the minutes - saving trees and postage. Connie remarked that she has requested in the past that the newsletter be e-mailed as well as the agenda. Earl questioned whether there a legal requirement regarding the minutes. Cynthia Gilbert reported that we were moving in the direction of e-mailing the newsletter, and that we trim the mailing list twice annually by requesting the post office to return undeliverable mail.

A motion was made by Ben Cammuso to accept the Treasurer's Report as presented; seconded by Guss Nevelos; all were in favor.

In giving the July Director's and Program Coordinator's Reports, Bob stated that our Dial-A-Ride continues to grow; we had a total of 782 one-way rides, including 148 medical runs in-town, and 77 out-of-town. The membership numbers continue to increase each month, with 17 new members this month.

Included in Social Service Programs, 88 applications were completed in July for Renter's Rebate Program. As Municipal Agent, Bob is heavily involved with social services as is Sharyn Murphy, who should be commended for her efforts.

The buses are running fine, very busy. Parts were replaced on the on the 2000 bus; the 2006 bus was serviced, fluids checked, etc. Under building maintenance, a health inspection resulted in a score of 99; Game room door was fixed; Joints sealed in staff parking lot; Flower beds were mulched, (thanks to Mark Pooler, YMCA for delivering mulch) and weeded, (thanks to Commissioner Ben Cammuso); Broken panel on Bingo

Machine was replaced with plexiglass. Highlights of the Program Coordinator's Report include: the Golf League picnic in the pavilion; Ribs 'n Chicken Dinner, attended by 134 seniors; Hot Dog Special and Bingo with 31 participants.

There was discussion regarding the transportation. Bob indicated we are transporting a number of dialysis patients out of town, in addition to transportation to Calendar House for the lunch program and activities; shopping runs three days per week; and many other medical appointments. Earl asked if the dispatching was overwhelming. Bob replied that Cynthia, Vinny and himself work with the dispatcher and in fact do the scheduling of pick up times, etc. Sandy remarked that AMR has livery service in Waterbury that Title 19 participants do not have to pay for. Bob noted that we have a number of Title 19 participants; we are also providing transportation for several disabled individuals. Members of the Commission on Disability have indicated there are 25-50 additional disabled town residents needing transportation. Bob remarked that in discussions with various individuals, it is clear that we are doing a lot better than other towns. Connie asked if the state pays for the AMR livery service, and if so, can Calendar House get Title 19 reimbursement. Bob replied that the state does pay, but Calendar House cannot be reimbursed as we are not a Medicare/Medicaid "provider".

Lynn Maschi inquired, that with the number of rides increasing every quarter, what are the future plans? Bob replied that there has been considerable discussion, in numerous meetings he has been involved with in the past few weeks. He will give a report to the Commission at the October meeting. There are plenty of things/services that people want/need; however, issues of funding and drivers need to be considered.

Earl questioned the protective service referrals - are these based on home visits, or seniors who come into the building? Bob replied that some people come in, some times we do home visits for a particular program such as fuel assistance. Bob does his own case assessments and refers accordingly. Sandra asked how many home visits are done per month. Bob responded that at least during the fall/winter Sharyn does 15; he does 10-12 each month. Sandra remarked that she had no idea we were doing that. Earl commended the staff, noting that as far as he knew, no other senior center provides this service, and wonders how many people know that we do this. It is recorded in our annual report.

Reviewing the August Director's and Program Coordinator's Reports, Bob noted that 794 one-way rides were provided, including 128 Medical runs, in-town and 103 Medical runs, out of town. Eighteen new members were registered. The Renters Relief Program

continued under Social Services, and there were 12 appointments for Medicare/Medicare Part D counseling, as well as a number of follow-ups.

With regards to the Bus Maintenance, Bob is pleased to report that the 2002 Bus is officially ours! Also that all three buses have been inspected and are registered. The State DOT is developing a new concept - senior center buses can be inspected "in-house", as long as two licensed technicians can inspect and sign off on the inspections. Thanks to Bus Driver Vinny Morelli and Mark Azsklar this was completed.

Building Maintenance included: cleaning the Pavilion; acquiring and spreading stone dust and sand for the Bocci court; adjusting the parking lot light timers; and having the floors washed and waxed by Service Master. The floors look great. Thanks to Peter Freeman and Figi Fiondella who helped move furniture and other items, saving considerable expense.

NCAAA has appointed Lindsay Quillen as their new Regional Manager for the Medicare PartD/Choices program. State of Connecticut Department of Social Services has appointed Cheryl Jackson as Field Representative. She will be present at the Municipal Agents Regional Meeting in West Hartford on October 25. This is a mandatory training session for Municipal Agents, and these sessions provide case assessment training among other topics.

Bob also noted that the meeting with Pete Smith involved a fundraiser on a large scale, that would be a bit far-fetched for Calendar House to participate in. Also, at his meeting with John Myers, it was decided that the Y would run a mini health fair at Calendar House, focusing on exercise and nutrition, separate from and in addition to our annual Health Fair.

Highlights of the Program Coordinator's August report include: the very successful Pig Roast, attended by 150 people; and a program on Coney Island sponsored by HealthNet with over 110 seniors present.

A motion to accept the Director's and Program Coordinator's Reports was made by Ben Cammuso, seconded by Guss Nevelos; all were in favor.

Under Correspondence: Mr. Temchin requested that Bob summarize the Minutes of the Department Heads Meetings held on July 11, August 1 and September 5. Bob pointed to the Part-time Employee Benefit Eligibility Change, which potentially could affect Paula, Len and Ed, (part-time bus drivers). The Town has changed Insurance-Liability/Auto/Property carriers. The bid was awarded to CIRMA, and we have been given new forms for any claims that might need to be filed. The much publicized Overtime issue did not apply to our department. The Town is in process of creating a new bulky waste transfer station. Procedures will be published; leaf mulch will be offered to residents. Mr. Weichsel wanted department heads to be aware that if their boards want to have a caucus, no one else can be present.

Mr. Temchin noted that in the years that he has been a member of this Commission, it has never come up.

The notice regarding the new "walk-in" medical center was noted; and decided that it would be posted to employees per the Town Manager's request, but not to the senior population. Mr. Temchin noted that as a Town facility any use for gain by private organizations is prohibited.

Under Old Business: Guss reported that we are all set with the photographs for the plaques. We just need to come up with words. Lynn contributed that she had done some research online and found that generally the following information is included: "Who", "Why", "From whom" and "When presented". Earl thanked Lynn for doing "the homework".

With regards to the Parking Lot: Bob reported that he attended the Planning and Zoning Meeting on September 4 and the site plans were accepted. Six trees will be taken down and will need to be replaced. Mary Savage offered a solution - twenty trees will be given to the Calendar House on Arbor Day in April. We will need to budget \$1,000. in FY 2008/09 as a contingency if those trees don't survive. Earl asked why we were taking down trees that need to be replaced; and the reply is that they are too large and interfere with the construction. They are located where the plans provide twenty-four new spaces. The Arbor Day trees are very small and will need to be watered regularly. Connie suggested we all take turns. Ben said water would have to be carried, since it's too far to run a hose. Sandy asked where the new trees would be planted, and she was referred to the plans. Cliff Snow remarked that water bags could be attached to the trees similar to ones used at St. Dominic's. Sandy expressed that major progress has been made and thanked Bob for his efforts.

Bob remarked that the site plan hasn't been signed off on yet; Earl assured the commission that it's a formality, and should be done by Friday. According to Town Engineer Tony Tranquillo we could go out to bid next week. Town Attorney/Assistant Town Manager Mark Sciota will handle the bid process. Sandy questioned why the commission doesn't have input. Earl stated that he had discussed this with Bob and will check out the legal requirements, since generally this is in the commission's jurisdiction

as we are responsible for the property. Bob said that the timing will be up to the state - before the plants close for the season. According to the terms of the State the award must go to the low bidder. We don't really want the work done in the winter. A letter may need to be written to the State requesting extra time due to season. The use of the Senior Center will have to be curtailed for a period of time. Tony says the bid will change if postponed - doubtful that any contractor would hold to the dollar amount considering probable increases in supplies, particular oil, petroleum based products.

Guss asked if there was any idea how much time it will take to complete the project once started. Bob replied, "no, since there are too many variables, weather, etc.". Ben asked if it could be done half and half. Earl asked a traffic control device would be implemented on Hobart Street. Bob said, "yes, a gate." Guss asked if the parking lot lights would be on a timer, and Bob replied "yes".

With reference to the floors, it was noted that Bob obtained two quotes, taking the lowest at \$2,200. vs. \$3,806. the difference being who moved the furniture and equipment. As previously mentioned, with the help of Peter Freeman and Figi Fiondella, Bob accomplished this and saved \$1,606. And the floors look great!

Bob has received a letter that we have been accepted for the \$52,000. State Matching Transportation Grant. These funds can be applied to Saturday runs, dialysis, overtime, etc.

Under New Business: Regarding snow removal, Bob recommended that due to the parking lot issue, the contract with Dan Quinlan roll over, contingent upon Quinlan keeping the price the same. We will need to re-bid the contract once the parking lot is completed.

Sandra voiced concern that in previous meetings, there was considerable discussion on the charges and inches and frequency of service. To her recollection, it had been decided to re-bid this season. Connie asserted that if the rates remain the same, it would make sense to rollover at this time, since we will need to go out to bid with the increased lot.

Connie made a motion that assuming the quote comes in the same, we should rollover the contract. Guss seconded the motion.

Sandra reiterated that the previous discussion re. bid took considerable issue was taken with the number of inches. Ben added that Quinlan came in three times with very little snow, and it was felt we overpaid him last year. Sandra asked if we could obtain prices from other vendors to compare. Earl suggested that the matter be tabled, hopefully it

won't snow before the next commission meeting. It was requested that the Senior Center Secretary make available the minutes from previous meetings addressing this issue.

Connie offered to withdraw her motion. Sandra felt more discussion was needed. Earl said that the risk of going out to bid is that we might run into price increases due to the increase in gasoline prices. Connie was concerned that if Bob had given his word or implied to Quinlan that by not increasing his price, Quinlan would retain the contract. Bob stated he had only asked for an estimate. Connie withdrew the motion; Guss withdrew his second. Connie made a motion to table until the next meeting; Sandra seconded; all were in favor.

With regards to transportation, Bob met with Art Secondo, Jim Williamson and Kelly Barry discussing the Commission on Disability. He reported we are currently transporting eight special needs individuals to employment locations. Apparently there are 25 - 50 more individuals in need of transportation. The Bristol Main Street Foundation might contribute to the purchase of a bus; but not to a project. Art recommended a grant that would fund 50% of a new driver's salary for the first year; which we will apply for. The Commission previously discussed requesting a second full-time driver in next year's budget.

In reference to the Senior Center Secretary, replacement: as previously mentioned, the Secretary position has been filled. The Part Time Clerk Typist I position has been posted according to Union requirements. If no applicants come forward, the Town will advertise

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this position as well as a vacancy in the Economic Development office in the newspapers, arrange for testing of applicants and forward qualified applications to us. Interviews will be scheduled as needed. This will probably take until mid October.

Under Public Communication:

Mr. Temchin read a note received from Elaine Barrasso expressing appreciation for the Commission's support and encouragement during the past twenty years. He thanked Cynthia Gilbert for arranging Elaine's retirement dinner.

Cliff Snow stated there was no official business. Unofficially, he said we had great events in July and August, and thanked the staff. The Pig Roast went especially well with 150 people and a 170 lb. pig attending!

Ben Cammuso moved to adjourn the meeting. Guss Nivelos seconded.  
The meeting adjourned at 8:00 PM.

The next meeting will take place on **Wednesday**, October 10 at 7:00 PM.

Respectfully submitted,  
Cynthia Gilbert,  
Acting Senior Center Secretary

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