

MEETING OF DECEMBER 9, 2008

The meeting was called to order at 7:03 p.m. by Chairman Earl Temchin.

Members present: Ben Cammuso, Marlene Carbone, Marjorie Chase, Susan Locks, Lynn Maschi, Sandra Micalizzi, Guss Nevelos, Michael Rossi and Earl Temchin.

The minutes of the November 12, 2008 meeting were presented to the Commission. A motion was made by Guss Nevelos to accept the minutes as presented; seconded by Ben Cammuso; all were in favor.

With regards to the evaluation of the Executive Director, one commissioner has not had the opportunity to speak with the Director, and will do so. After which, the completed evaluation forms will be submitted to the Deputy Town Manager.

Treasurer Susan Locks gave the Treasurer's Report, noting that of the \$495,467. current budget, \$175,220.45 (37.4%) has been expended, \$10,099.06 encumbered, with \$310,147.49 available. There being no further questions or comments, motion was made by Guss Nevelos to accept the Treasurers Report; seconded by Susan Locks; all were in favor.

Executive Director Robert Verderame presented the November Director's and Program Coordinator's Reports. He reported that Dial-A-Ride provided 786 one way rides, including 292 in town and 45 out of town medical runs. It was noted that many of our regulars were away over the Thanksgiving holidays. We are responding to and meeting the transportation requests that we receive.

He commented that currently the biggest Social Services issue is Medicare D, with open enrollment ending December 31, 2008. ConnPACE participants do not pay a premium for their Medicare D policy, as it is picked up by the state. Due to premium increases, ConnPACE sent letters to participants requesting them to consider alternative Medicare D plans to help save money. Calendar House has been inundated with inquiries from confused and/or concerned individuals. In response to the Housing Authority's request, the Executive Director and Program Coordinator went to the housing site to offer an informational presentation for those residents, reassuring them that their coverage was not in jeopardy.

Energy Assistance Program continues in full swing, with phone calls increasing as the temperatures dip. Preparations, under the oversight of Cynthia Gilbert, continue to be made for the AARP TCE income tax program, with materials ordered and counselor training sessions scheduled in January. Cynthia and Mary Robarge will attend a mandatory District Meeting that has been rescheduled to December.

The Executive Director remarked on the Bus Maintenance, noting the mileage and that all buses continue to be running well. Routine service maintenance was done on the 2000 bus.

Under Building Maintenance, repair work needs to be done to the Room 2 partition; outside building façade was repaired; HVAC was serviced and repairs were done, (replacement of units, which are over 14 years old, will be put on our 5-year plan); furnace that services the office area was repaired; roof leaks around both HVAC units will need tar and paper patching; gutters were cleaned; and Schmidt removed fallen leaves. Special thanks to Ben Cammuso for cleaning the debris and leaves from the flower gardens! Great job!

Highlights of the Program Coordinator's Report included an all day Medicare Part D event on November 17, beginning with a seminar, followed by individual counseling with CHOICES counselors, including Bob Verderame and Sharyn Murphy, aboard the on-site DSS Medicare Rx Express bus and in the building, (42 persons received individual counseling). The month's activities also included: a trip departure to Pennsylvania; a "Grandparents Raising Grandchildren" planning meeting and a support group meeting; a health and wellness program on diabetes; a multi-media nature presentation with photographer Roger Hart; and a special holiday musical event sponsored by HealthNet featuring entertainer Bob Mel.

A motion to accept the Director's Report as presented was made by Guss Nevelos; seconded by Lynn Maschi; all in favor.

Under Correspondence: Within the December 3 Department Heads Meeting Minutes, Mr. Verderame relayed some of Town Manager Mr. Weichsel remarks referencing the possible 12% cut in State Educational Funding which would have a disastrous effect on all towns, including ours. Mr. Weichsel also stressed the importance of following the procedures in place within the MUNIS system regarding expenditures. Additionally, the Town Manager requested that all Department Heads submit a list of items that would reflect savings or deferrals within the existing budget, no matter how small. He reminded them that the budget for next year will be under extreme scrutiny. It is not the time for new initiatives and we must all be very conservative.

Under Old Business: Results from the Risk Control Services/Great American Insurance Group recommended that the automatically activated fire alarm system be expanded to cover the entire building. This would pertain to the office area which would need to be wired into the hot box in the hallway. There was no recommendation or suggestion as to an appropriate contractor or vendor. As discussed last month, the anticipated estimates for the repair/reinforcement of the pavilion columns have been received. After reviewing all three estimates, and considerable discussion of the various options that were offered, the prevailing opinion was in favor of the option presented by Dlugos, who had provided a sketch and model of interlocking aluminum extrusion pieces to clad the columns and thus support, reinforce and protect them from the elements. This is the option recommended by the Assistant Town Engineer, and highly approved by Calendar House member and retired engineer, Walter Kizilski. Chairman Earl Temchin asked if the Assistant Town Engineer's recommendation was verbal or written, and requested that a written letter of recommendation be obtained. The bulk of the funds needed for this repair had been set aside from the previous fiscal year, and will presumably be available to address this expense. Michael Rossi made a motion to accept the Dlugos bid of \$4,500.; seconded by Susan Locks. Mr. Temchin requested the motion include the provision of a written recommendation from the Town Engineering Department. The motion was amended to include that provision and submitted by Mr. Rossi; seconded by Susan Locks; all were in favor.

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The completed paperwork, including the required resolution by the Town Council, for the approved State DOT Grant for a vehicle has been submitted to and received by the State.

Under New Business: It was noted that Calendar House Part Time Clerk Typist Dawn Sargis will be leaving the position, transferring to a full time position within the Town. The position has been posted in accordance with union requirements. The Executive Director has been in communication with Deputy Town Manager/Town Attorney Mark Sciota. If there is no response from union members, they will review previous applicants, who successfully completed the testing process. Chairman Temchin asked if any commission action was required at this time. Mr. Verderame responded that none was necessary at this time. Once qualified candidates have been identified, interviews will be scheduled with the commission. On behalf of the entire commission, Mr. Temchin extended appreciation to Ms. Sargis, noting that she has done an excellent job and will be missed.

The budget committee requested that discussion on the 2009-2010 budget be tabled until the January meeting. Guss Nevelos made a motion to that regard; seconded by Michael Rossi; all were in favor. The budget committee will meet at 6:00 p.m. on January 6th, one hour prior to the commission meeting.

Guss Nevelos announced that he has been appointed to the Fire Department Board of Commissioners, and plans to step down from the Senior Citizens Commission. Chairman Temchin thanked Mr. Nevelos for his committed service to the senior citizens and wished him well in all his future endeavors.

Under Public Discussion: On behalf of the membership officers, board and members, Cliff Snow thanked all the Commissioners for their efforts on behalf of the Calendar House and wished everyone a Merry Christmas.

Ben Cammuso made a motion to adjourn, seconded by Guss Nevelos; all were in favor. The meeting was adjourned at 7:56 p.m.

The next scheduled meeting is **Tuesday, January 6th, 2009 at 7:00 p.m.**, which will be preceded by a Budget Committee Meeting at 6:00 p.m.

Respectfully submitted,

Cynthia Gilbert
Senior Center Secretary