

## MEETING OF JANUARY 11, 2011

The meeting was called to order at 6:50 p.m. by Chairman Earl Temchin.

Commissioner Ben Cammuso led the **Pledge of Allegiance** to the American Flag.

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

**The minutes of the December 7, 2010 meeting** were presented to the Commission. Sandra Micalizzi made a motion to accept the minutes as presented; seconded by Marlene Carbone; all were in favor.

The **Treasurer's Report** was given by Commissioner/Treasurer Susan Locks who reported that of the FY 2010/2011 \$475,644. budget, \$217,986.89 (51.0%) has been expended; \$24,677.90 remains encumbered, leaving an available budget of \$232,979.21. Copies of a synopsis of overtime incurred during December were distributed to the Commissioners. The Transportation Committee will review the abbreviated form and determine if sufficient information is included. Chairman Temchin noted that the overtime review should fall under the Transportation Committee rather than under the Treasurer's Report. A motion was made by Michael Rossi to accept the Treasurer's Report as presented; seconded by Marjorie Chase; all were in favor.

Executive Director Robert Verderame presented the **December 2010 Director's and Program Coordinator's Reports**, noting that the Dial-A-Ride Program provided 1386 one-way rides, including 764 medical runs. Due to the Medicare/HMO/ConnPACE open enrollment period, much of the time was spent in consultation with individuals who needed to make changes to their plans. Certified CHOICES counselors, Mary Potter and Anita Mandeville, volunteered their time and effort. We continued to take energy assistance applications with help from volunteers Armand Pelletier, Marty Sudol and Marianne Fillion. We are grateful for these highly skilled and professional volunteers. Program Coordinator Sharyn Murphy and Executive Director Robert Verderame made homebound visits to complete Medicare Savings Program and ConnPACE applications as needed. Training sessions have been scheduled in January for counselors planning to participate in the AARP/TCE Income Tax 2010/11 program. Following training, counselors are required to pass testing to become certified and permitted to assist taxpayers. Volunteer ERO Mary Robarge has installed the IRS software and continues to update changes. Appointments are already being made. Several inquiries regarding specific tax issues have been referred to Senior Center Secretary/AARP-TCE LC Cynthia Gilbert.

**Under Bus Maintenance:** Batteries were replaced on the 2000 and 2002 buses. New wiper blades and rear light assemblies were replaced on the 2002 bus. Newer style lap belts for wheelchairs were installed on the 2006 bus and a right rear flat tire was replaced. Preventative maintenance was done on the 2009 including tire rotation and heater hose clamps tightened. All buses are running well.

**Under Building Maintenance:** Saucier Mechanical completed fall maintenance on HVAC units and also repaired damage caused by wind during a recent storm. Vinyl siding was torn from the building during that storm. Scheduled floor cleaning was postponed by the contractor and will be rescheduled.

On Sunday, December 26<sup>th</sup> Executive Director Robert Verderame was notified by Health Director Charles Motes that the Calendar House was required to be utilized as an emergency shelter due to the impending winter storm and anticipated power outages. Following a 1 pm meeting with Police Chief Daley, Fire Chief Clark, Lt Palmieri, the Director opened the center at 4 pm. Members of the CERT team arrived and Red Cross delivered cots and blankets. Preparations were made for meals.

## **Senior Citizen Commission Meeting**

**January 11, 2011**

**Page two**

**Continuing under the Director's Report:** The Center remained open until 6 pm the following day, Monday, December 27<sup>th</sup>. Calendar House staff and CERT members assisted thirty individuals, providing transportation, shelter and meals. AMR delivered oxygen tanks for an individual in need. Many thanks to Family Pizza and Dairy Farms for their support, to several individuals who offered assistance, and to CERT members and Calendar House staff for their efforts. Coordination efforts and communication between the Calendar House, Police, Fire and Health Departments and the CERT team was extraordinary, benefiting and reassuring the community. Feedback from all sides was very positive.

**Program Coordinator's Report** included multiple Medicare Counseling sessions and highlighted: a Bagel Breakfast on Heart Health with Dr. Babiarz, provided by the CT Center for Healthy Aging; our annual Holiday Party at the Aqua Turf enjoyed by 252 seniors; and a Membership Meeting featuring the DePaolo Middle School Band, Chorus and String Orchestra, followed by the Movie: "It's A Wonderful Life". Also of note was the annual "Grandparents Raising Grandchildren" support group's pot luck holiday party. The Executive Director cooked a donated turkey for the group. Adults and children enjoyed the movie "The Grinch Who Stole Christmas".

A motion to accept the Director's and Program Coordinator's Reports was made by Ben Cammuso; seconded by Susan Locks; all were in favor. Chairman Temchin remarked that the entire Calendar House staff do an excellent job and are to be highly commended.

**Under Correspondence:** Minutes from the January 5, 2011 Department Heads Meeting minutes were not available at this time. A thank you note from Emily Loony noting her appreciation for the programs and activities provided was read. Thank you notes from Virginia Gaita and Judy Regula expressing their gratefulness for the provisions and compassion they received during the emergency storm were also read. The AT&T Employee's Service Fund granted \$600. in response to a grant application submitted by the Executive Director and Membership Association President Peter Freeman. A motion was made by Susan Locks to deposit the funds into the Calendar House Membership Association earmarked for the computer lab; seconded by Marjorie Chase; all were in favor. Correspondence regarding Building Rental Requests previously approved by the Commission noted the organizations and dates. No further action was required.

**Under Old Business:** With regards to the DBS proposal, Deputy Town Manager/Town Attorney Mark Sciota gave the okay today to sign and send in the agreement. Chairman Temchin requested that the Executive Director sign and submit the agreement. One additional test of the generator will be scheduled to comply with a requirement that a Fire Marshall be on hand during the test. Bob Verderame noted that the fencing required by town ordinance still needs to be installed. Lynn Maschi asked if the expense had been included in our budget proposal. Bob replied that cost had been included, reduced by \$1,000. thanks to a generous donation by the Calendar House Membership Association, that is much appreciated.

**Under Transportation Committee:** Sandra Micalizzi reported that it is great that we are able to accommodate so many folks in town. However, increasingly people are in need of transportation out-of-town to medical appointments. This is an area that needs to be considered. Investigation should be done to compile a list of resources that can be given out as referrals. Discussion regarding the transportation service that took place at the Executive Session that preceded this meeting was very helpful. Of note is that the entire Calendar House staff is part of the transportation service and contributes to its implementation. The Transportation Committee requests that the Executive Director schedule a staff meeting to facilitate discussion and input into updating guidelines for the transportation service. Guidelines for bus riders should be current and readily available to the public. There should also be internal written policies in place and available to the staff.

## **Senior Citizen Commission Meeting**

**January 11, 2011**

**Page three**

**Continuing under Transportation Committee:** The Committee asked that any and all information that currently exists, as well as input from staff, be given to them. Lynn Maschi commented that she appreciated meeting with the staff. Chairman Temchin noted that it will be very helpful to have written policies in place and updated for both the staff and the seniors.

**Under New Business:** A report is being compiled by Bob Verderame with a summary of the events and costs incurred as a result of the storm emergency and will be presented at next month's meeting. He noted that reimbursement is expected from Federal and/or State funds. Chairman Temchin remarked that all went well and asked if further discussion should be tabled. A motion was made by Michael Rossi to table further discussion; seconded by Lynn Maschi; all were in favor. In reviewing expenses, the Executive Director questioned additional building rentals, noting that rental fees basically cover staff overtime and do not consider utilities, etc. Considerable discussion ensued, including the entities and purposes involved, the fees imposed contrasted to other facilities, actual costs involved, etc. The consensus reached was to continue to evaluate each request case by case as to appropriateness, bearing in mind our primary objective to consider the needs of our senior citizens and provide activities and programs that are beneficial to them. The Commissioners whose terms will expire March 2011 are reminded to take the appropriate steps in notifying the Town Council of their intention. Upcoming events include a Valentine Day Party at JFK Middle School on February 10<sup>th</sup> and a Membership Meeting on February 24<sup>th</sup>.

**Public Communication:** The chair recognized Mr. Cliff Snow who remarked that many of the rentals such as the UNICO breakfast, etc. are well attended by and beneficial to the seniors. He also raised questions regarding the building rentals, asking if the total cost per event had ever been calculated. Mr. Temchin said it had not been; the nominal fees charged defray staffing. Noting that we have a very nice facility, he affirmed that top priority is given to programs that are determined to be beneficial to the seniors. Mr. Snow suggested a possible increase in fees. Mr. Temchin assured him that all points will be taken into account. Mr. Mark White was recognized, stating that he was present as an observer. Recently appointed as Calendar House Membership Association Vice President, he wants to find out as much as he can about the workings of the center. He complemented the staff, saying he has been very impressed with the work being done. He sees his function to help in any way possible. Mr. Temchin thanked him on behalf of the Commission and the staff. The chair recognized Mr. Walt Kizilski who echoed Mr. Snow's remarks regarding building rentals, offering the information that meter readings could be taken to determine operational costs. Mr. Temchin remarked that it would be hard to convince him personally to not continue approving those programs that do benefit our seniors, a sentiment that reflects the opinion of all the commissioners. Mr. Snow wished all a happy New Year.

Michael Rossi wondered if the Commission would be officially inviting the new Town Manager to come to a meeting. After brief discussion, Mr. Rossi made a motion that we invite Mr. Brumback to attend a commission meeting; seconded by Marjorie Chase; all were in favor.

A motion to adjourn the meeting was made by Ben Cammuso; seconded by Michael Rossi. All were in favor. The meeting was adjourned at 7:38 p.m.

The next Senior Citizens Commission meeting will be held **Tuesday, February 8, 2011** at 6:30 p.m.

Respectfully Submitted,  
Cynthia Gilbert  
Senior Center Secretary