

## MEETING OF NOVEMBER 9, 2010

The meeting was called to order at 6:30 by Chairman Earl Temchin.

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

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

**The minutes of the October 12, 2010 meeting** were presented to the Commission. Guss Nevelos made a motion to accept the minutes as presented; seconded by Ben Cammuso; 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, \$146,394.28 (37.5%) has been expended; \$31,746.25 remains encumbered, leaving an available budget of \$297,503.47. Copies of the payroll sheets for the month of October were distributed to the Transportation Committee and the Commission Chairman. Mr. Temchin remarked that if any other commissioner wanted copies they should see him or the office. A motion was made by Guss Nevelos to accept the Treasurer's Report as presented; seconded by Marjorie Chase; all were in favor.

Chairman Temchin remarked that unlike previous years when a Budget Committee was appointed, he recommends that a Budget Workshop be held, with all the commissioners participating. After minimal discussion, a motion was made by Lynn Maschi that a workshop be held, in lieu of a committee to consider and prepare the Calendar House FY 2011/12 Budget; seconded by Sandra Micalizzi; all were in favor. The workshop will be held at 5:30 p.m., prior to the next commission meeting on Tuesday, December 7<sup>th</sup>, 2010. Michael Rossi noted that due to a prior commitment, he would not be able to attend the workshop, but will attend the regular meeting. The Senior Center Secretary explained the budget worksheet that was made available in anticipation of the workshop. Sandra Micalizzi asked what items were not under the commission's control. Robert Verderame replied gasoline, HVAC, and snow removal, as these go out for town wide bid by the Deputy Town Manager.

Executive Director Robert Verderame presented the **Director's and Program Coordinator's Report for October 2010**, noting that the Dial-A-Ride Program provided 1104 one-way rides, including 586 medical runs. Most of the month was spent in preparation and training for the CT Energy Assistance Program. We began taking applications on October 15<sup>th</sup>. The Connecticut Association of Municipal Agents sponsored a Medicare Part D training session that Sharyn Murphy, two Calendar House volunteers and the Executive Director attended. Open Enrollment for both Medicare D and ConnPACE will begin November 15<sup>th</sup> ending on December 31<sup>st</sup>. Preparations for the AARP/TCE Income Tax Assistance Program for 2010/11 are underway, with a meeting scheduled on November 4<sup>th</sup> with AARP and IRS representatives. Cynthia Gilbert and volunteer Mary Robarge will attend.

**Under Bus Maintenance:** Preventative maintenance was done on the 2009 bus. All buses are running well.

**Under Building Maintenance:** Thermostats in the game room, main hall and computer lab were adjusted and repaired; the HVAC unit servicing the game room was repaired; a faulty alarm sensor in the computer lab was replaced and the garage was cleaned.

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**Continuing under the Director's Report:** On October 20<sup>th</sup>, the Computer Learning Center celebrated its 10<sup>th</sup> Anniversary with a retrospective look at past accomplishments, recognizing the efforts of Executive Director Robert Verderame and the late Frank Ciliberti, acknowledging the present work of Peter Freeman and Mark White as well as the many volunteer instructors and guides, and looking forward to the future with informative stations displaying various courses being offered. Special thanks to Mark Appellof of The Summit at Plantsville, as well as to Peter, Mark, Dick Fortunato and the Calendar House staff. Over 175 people attended and everyone had a wonderful time.

Calendar House staff members Robert Verderame, Sharyn Murphy, Cynthia Gilbert, Dawn Sargis, Paula Ofiara-Pocock and Vincent Morelli participated in a CPR/AED training session conducted by John Barrasso on October 22<sup>nd</sup>. All participants successfully completed the training requirements. Commissioner Maschi asked if this was the first time for this training; the Executive Director replied that the staff completes this training annually. Part time driver Ed Pocock was already certified; however part time driver Leonard Martin was needed to transport dialysis patients and unable to participate. Alternate training may be arranged. Commissioner Micalizzi inquired as to the procedures on board the buses and if AED's are placed on the buses. Mr. Verderame outlined the procedure as "911 first, then attempt to get victim laying flat, check breathing and begin compressions, if needed." He will look into the possibility of having AEDs on the buses.

**Program Coordinator's Report** highlights included: various social services, activities and trips, including a "Taste of Germany" trip; a bagel breakfast on "Stress Management" introducing the new Mid-State nurse; the Computer Learning Center 10<sup>th</sup> Anniversary celebration; our annual Italian Night with 120 attendees, catered by Teresa's, entertainment by DJ Jerry Limmer and a Hot Dog Special with Bingo attended by 80 people who also enjoyed Halloween favors made by Derynowski fifth grade students.

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

**Under Correspondence:** Of note in the October 5, 2010 Department Heads Meeting minutes were Lou Perillo's report on the economic outlook and the election results regarding the charter revision items. The timeline for budget purposes will move two weeks earlier, meaning department budgets will be due earlier than in the past. On a sad note under correspondence was the notice that after 35 years, South End Hardware would be closing. An invitation to the Plainville Senior Center Open House on Thursday, November 18<sup>th</sup> was received.

**Under Old Business:** Concerning the Wallingford Senior Fair, sponsored by the Record Journal, Commissioners Lynn Maschi and Sandra Micalizzi attended this event in order to assess if this would be an event for the Calendar House to consider. Lynn Maschi felt that it was organized and presented very well, including attorneys, estate planners, etc. Senior citizens in attendance indicated it was helpful and informative. Sandra Micalizzi agreed on the content, but continues to have concerns including the marketing focus, cost to vendors that could be prohibitive and the fact that the financial benefit goes to the Record Journal. Executive Director Robert Verderame noted the Wallingford Executive Director indicated that the Senior Center provided staffing, set up and clean up. Mr. Cliff Snow, recognized by the Chairman, asked Sandra Micalizzi how the Wallingford event compared with the Health Fair held at the Aqua Turf. Mrs. Micalizzi indicated that while they differed somewhat overall, both were good. However, she remarked that the Hospital for Central Connecticut is right here in our backyard, and they have made a commitment to continue their involvement by providing additional resources and services

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**Old Business (continued):** to our senior center. Mr. Verderame noted that a mini health fair is already scheduled for September of 2011. Lynn Maschi asked if comparable information was offered, citing elder law, etc. Mr. Verderame replied affirmatively also listing legal, probate, health services, home care agencies and others including Commissioner Micalizzi who has participated in our previous health fairs. A motion was made by Sandra Micalizzi to proceed with the Health Fair in collaboration with the Central CT Senior Health Services and forgo the Record Journal's proposal; seconded by Michael Rossi; all were in favor.

Regarding the generator, work began on the project on September 16<sup>th</sup>, and is proceeding in a timely fashion. The concrete pad will be poured tomorrow. As the building will be closed on Thursday in honor of Veteran's Day, work that requires electric and gas be shut off has been scheduled on that day. Hopefully the work will be completed by Monday or Tuesday of next week. Seeding will be done in the spring. To complete the cleaning, waxing and buffing of the tile floors, the building will close at 3 pm on Wednesday, November 24<sup>th</sup> to enable all furniture to be moved.

Discussion regarding the tape recording of these commission meetings reached a consensus that at this time it is not necessary, but could be considered in the future. A motion not to initiate tape recording the Senior Citizen Commission Meetings was made by Guss Nevelos; seconded by Michael Rossi; all were in favor.

**Under Transportation Committee:** Sandra Micalizzi reported that the committee would be continuing to look at overtime expenses to determine needs and the best use of resources. There was a brief discussion on that topic. The committee would like to meet with the staff, including the bus drivers. Mr. Temchin remarked that it must be an Executive Session, and could be scheduled like the budget workshop prior to a regular meeting. With the budget workshop preceding the December meeting and too much already on that docket, it was decided to schedule the meeting at 5:30 pm prior to the January 11<sup>th</sup>, 6:30 pm Commission Meeting. This will be a good way to start out the new year. We will be traveling down a new road. The committee requests that the entire transportation staff be included. Mr. Verderame noted that the entire staff is actually involved with transportation. All the participants will be able to comment, respond to and ask questions. Mr. Temchin remarked that this should be productive, informative and constructive, as we work together toward our mutual goal of benefiting the transportation program. Lynn Maschi made a motion requesting an Executive Session be scheduled on January 11, 2011 at 5:30 p.m.; seconded by Sandra Micalizzi; all were in favor. The Commissioners request that copies of any existing policies/procedures/etc. be available at the January meeting.

Sandra Micalizzi presented information to be relayed to Program Coordinator Sharyn Murphy with reference to possibilities for day trips to be scheduled to places such as the Palace Theatre, Waterbury, Christmas Tree Shop, Manchester, etc. using our buses and drivers. She remarked that Wolcott Senior Center does that. Marjorie Chase offered that when those types of trips are offered 20 – 30 people sign up. Our buses can only accommodate a maximum of 14 passengers. We would not be able to commit two buses on any given day, as we are currently utilizing three and sometimes all four buses for medical, dialysis, out-of-town medical in addition to shopping, and other requests in town.

Lynn Maschi commented on a CERT training session she recently attended presented by North East Disabilities of Naugatuck. She gave Mr. Verderame literature including tips for seniors, and individuals dealing with disabled individuals. She felt that this presentation would be relevant and informative to any organization.

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**Under New Business:** A motion was made by Ben Cammuso to approve the dates presented for 2011 Commission Meetings and to keep the meeting time at 6:30 pm; seconded by Marjorie Chase; all were in favor. A letter will be submitted to the Town Clerk. An invitation to the annual Holiday Party was extended to the Commissioners. The event will be held on Thursday, December 9<sup>th</sup> at the Aqua Turf. Ben Cammuso made a motion to approve closing the center at 11:00 am on that day; seconded by Sandra Micalizzi; all were in favor.

**Public Communication:** The chair recognized Calendar House member Cliff Snow, who commended the transportation committee, noting that results of the survey were very positive and that the Calendar House Membership Association Board of Directors was very pleased, affirming that Bob, the staff, and the drivers are all doing an excellent job. He stated a concern regarding the investigation of overtime. Mr. Temchin responded that no one is investigating anything. Oversight and administration of the entire budget is under the jurisdiction of the Senior Citizen Commission, who is charged with allocating resources in the most effective way possible particularly in these very serious economic times. The Commission is particularly concerned that the staff and the transportation program have the resources necessary to meet the needs of the senior population. Directing a question to the Executive Director, Mr. Snow inquired who the Director reported to. Mr. Verderame responded that he reports to the Town Manager and to the Senior Citizen Commission. Mr. Temchin stated that the Town Attorney confirms that all these issues are under the jurisdiction and responsibility of this Commission. The chair recognized Calendar House member Walt Kizilski who expressed that he likes what the Commission is doing and has done, especially the transportation committee. He further remarked that he likes the idea of the health fair, suggesting that provision be made in the budget for the set-up and take-down of the event noting that not all of us are like Benny who has the energy of an eighteen year old. Referring back to previous remarks, Mr. Temchin stated that the goal of the Senior Citizen Commission and the Transportation Committee is to evaluate the budget and the resources to insure that the best possible benefit to our senior population is achieved. There is no agenda. However it is a complicated, work-in-progress. Ben Cammuso said that everyone is doing a good job.

A motion to adjourn the meeting was made by Ben Cammuso; seconded by Guss Nevelos. All were in favor. The meeting was adjourned at 7:45 p.m.

The next Senior Citizens Commission meeting will be held **Tuesday, December 7, 2010** at 6:30 p.m., preceded by a Budget Workshop at 5:30 p.m.

Respectfully Submitted,  
Cynthia Gilbert  
Senior Center Secretary