

## MEETING OF SEPTEMBER 9, 2009

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

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

Members absent: Lynn Maschi

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

It was noted that condolences and a gift basket had been sent to former commissioner Nicholas D'Emanuele whose daughter recently passed away. A thank you note received from Michael and Marie Rossi was read thanking the commissioners for their encouragement and prayers for Marie.

**The minutes of the July 14, 2009 meeting** were presented to the Commission. A motion was made by Guss Nevelos to accept the minutes as presented; seconded by Marlene Carbone; all were in favor.

**The Treasurer's Report** was given by Treasurer Susan Locks. She reported that of the FY2009/2010 \$465,859. revised budget, \$72,568.14 (21.5%) has been expended; \$27,626.15 has been encumbered, leaving \$365,664.71 remaining. It was noted that the Executive Director is at the Board of Finance Meeting regarding the Letter of Appropriation for \$50,866. to Matthews Buses, Inc. A motion was made by Guss Nevelos to accept the Treasurer's Report as presented; seconded by Ben Cammuso; all were in favor.

In the absence of the Executive Director, Senior Center Secretary Cynthia Gilbert presented the combined **Director's and Program Coordinator's Report for July and August 2009**. Mrs. Gilbert noted that the Dial-A-Ride Program continues to actively provide one-way rides, averaging 835 rides per month during the summer, with over 760 medical runs. Social Services, although relatively quiet, continued to present challenging opportunities in response to the requests and concerns of our senior citizens, especially in respect to health care benefits. The Renter's Relief program continues through September 15<sup>th</sup>. New Opportunities failed to notify Calendar House regarding training for the upcoming Energy Assistance Program; however, Program Coordinator Sharyn Murphy was able to schedule a training session on site. The program begins the first week of October. Initial preparations for the Income Tax program are being made. Open enrollment for Medicare D begins November 15<sup>th</sup>, and the DSS Rx Express Bus has been scheduled to be on site December 7<sup>th</sup>. A pandemic exercise was conducted by the Health Department on July 15<sup>th</sup>, focusing on coordination of communication and site set up. Calendar House is one of three designated community sites.

Under **Bus Maintenance**: All buses are in good condition, running well. Routine maintenance is scheduled periodically. The new bus was delivered on August 21<sup>st</sup>. Under **Building Maintenance**: A new flat screen television was installed in the Main Hall; a storm door was installed in the kitchen area and annual floor cleaning/polished is scheduled in September. This will require minimal afternoon activities in the building on September 11<sup>th</sup> and 18<sup>th</sup> in order to move furniture/tables/chairs/etc in preparation.

The **Program Coordinator's report** included: Renters Relief applications taken at Calendar House and at Housing sites; an enthusiastic response to Trip Sale for "Niagara Falls" resulting in arranging for three buses to accommodate over 150 persons(!); Health Net sponsored event with a Rod Stewart impersonator (73 attendees); SeniorNet Computer Class Registration; Golf League Picnic (50 golfers); TOPS Picnic (45 attendees); Fifth Annual Pig Roast (138 attendees); one-day Oil Painting Class (8 artists); and a special Grandparents Raising Grandchildren Support Group outing (30 participants).

Members of that Support Group and their grandchildren enjoyed a day trip to the Warner Theatre in Torrington to see Wizard of Oz. Prior to the show, a buffet lunch at Bogey's Restaurant and Pub was enjoyed by all. This intergenerational outing was made possible through a grant obtained by the Executive Director through the Department of Social Services. One of the grandparents who attended wrote a very nice thank you letter, expressing his appreciation for this opportunity and the support the group provides.

A motion to accept the Director's Report as presented was made by Susan Locks; seconded by Marjorie Chase; all were in favor.

**Under Correspondence:** Minutes from Department Heads Meeting on August 5<sup>th</sup> and September 2<sup>nd</sup> were briefly reviewed. The Budget Containment Policy ended on June 30, 2009. "Mr. Weichsel believes that since we have gone through the entire fiscal process and have cut back budgets, he told the Council that we would follow the spirit, but not the letter, of the policy." Subsequently, the Council requested that overtime policy be followed to the letter, so a memo from the Town Manager was sent requiring prior approval for overtime. The Executive Director has been, and will continue to comply with this directive. Also, noted within the Department Heads Meeting Minutes was a policy change regarding Workers' Compensation. Extensive material has been given to the Executive Director, and a lengthy outline is contained within the minutes for reference. Additionally, Mr. Weichsel offered guidelines for dealing with the media; and requested that departments submit their annual reports. (Our report has already been submitted). Bob Verderame inquired as to the leaf collection process this year, as rumors have been rampant. Mr. Weichsel confirmed that there is no change to the program; it would be the same as previous years.

Also, under correspondence, a number of memos were received and were submitted to the Commissioners for information only, not requiring any action by the Commission. A request was made by the Southington High School Band Backers asking for permission to use the Calendar House parking lot as overflow parking for their annual "Music of the Night Festival" on Saturday, October 17. As this request has been approved in previous years, and does not require staff involvement, a motion to grant this request was made by Michael Rossi; seconded by Guss Nevelos; all in favor.

State Representative Zeke Zalaski has made available copies of "2009 Reports on Laws Affecting Seniors". Chairman Earl Temchin remarked that this report contains valuable information, and inquired if copies were available to our senior citizens. Mrs. Gilbert assured the commissioners that a supply has been placed accessible for any interested individual to take one.

**Under Old Business:** Signage on the new bus was discussed. Currently the vehicle is labeled "Southington Senior Center". Consideration is being given to adding "Calendar House" and the telephone number "621-3014". Also, the town seal should be applied to the door of the vehicle.

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**Under New Business:** A donation from Wal-Mart was received, and will be used to purchase a television for the renovated lounge area. A Wii game will be installed on that television so that the seniors can enjoy “bowling” and other recreation. As previously mentioned our Annual Report has been submitted and copies distributed to the commissioners. A flu shot clinic has been scheduled on Thursday, October 29<sup>th</sup>, to be administered by the VNA. This involves inoculations for “seasonal flu” only. H1N1 flu vaccine clinics, if needed, will be handled by the Town Health Department, and included in pandemic preparations. The Executive Director will be meeting with Town Engineer Jim Grappone later this week regarding the acquisition of a generator to be funded by a Homeland Security Grant.

Commissioner Susan Locks mentioned that a member of the Orchard Valley Garden Club voiced concern to her that the perennials were not being sufficiently watered. It is noted that they are watered regularly, but the matter will be looked into.

Commissioner Sandra Micalizzi encouraged the use of and availability of Instant Hand Sanitizer throughout the building. She will make available information regarding flu/cold prevention.

Commission Chairman Earl Temchin reminded the Commission that at the previous meeting, it was agreed that a subcommittee be appointed to examine the entire transportation issue. This has become an increasingly large proportion of the services we provide. With the addition of a new bus, and notable funding cuts, this subcommittee would review policies and procedures, examine utilization of resources, services offered, use of staff and possible ways to improve the service. Commissioners Sandra Micalizzi, Lynn Maschi and Marlene Carbone have been requested and agreed to serve in this capacity. Mr. Temchin noted that this has always been an informal board, so if any other commissioners wish to participate or have input, they may contact them. The subcommittee will serve as a resource, reporting to the full board. There is no set deadline.

There were no members of the public present.

A motion to adjourn the meeting was made by Ben Cammuso; seconded by Sandra Micalizzi. The meeting was adjourned at 7:52 p.m.

The next Senior Citizens Commission meeting will be held Wednesday, October 14<sup>th</sup>, 2009 at 7:00 p.m.

Respectfully Submitted,

Cynthia Gilbert  
Senior Center Secretary