

SENIOR SERVICE COMMISSION MEETING MINUTES

Middletown Senior Center

150 William Street

June 4, 2013

5:00 PM

1. Members Present: Commissioners: Chairperson Ed Dypa, Pat Jackowski, Annabelle Malone, Lucy Bettencourt, Councilman Phillip Pessina and Councilman, Ron Klattenberg, Claude Hendrickson and Tom Hutton

Absent: William Wasch and Ed Rubacha

Staff Present: Debbie Stanley, Acting Director

General Public: None

2. Meeting Called to Order: Called to order at 5:00.

3. Public Hearing: None

4. Approval of March Minutes: Annabelle Malone motioned for approval, seconded by Ron Klattenberg. Phil Pessina abstained as he was not present for the March meeting. All others accepted the minutes.

Departmental Reports:

Acting Director Debbie Stanley:

- Debbie Stanley reported new programs being sought out including Cold Stone Creamery providing an ice-cream social in July and the new community outreach officer, Anthony Knapp coming to the Senior Center. She also asked commissioners to provide suggestions for programming.
- She spoke about a grant that is being sought that will reimburse the General Fund for expenses over the current fiscal year up to \$13,000. These funds will help to offset the cost of running the Senior Center bus trips including: driver salary, fuel, repairs and insurance costs.
- The expired lease issue has been brought to the attention of the Mayor's office and Legal Dept. following a visit from Bill Vasilieu of the Housing Authority. He would like some clarification on the City's timeline for the new Senior Center and its current use of space.
- There is a problem with the Senior Center's freezer. Repairs are being sought thru city resources. A discussion on ownership of current kitchen appliances and new equipment being purchased for the Eckersley-Hall location followed.
- The Recreation Dept. held its bi-annual Senior Cruise on the Lady Katherine. There was discussion on participation numbers, surveys provided to participants and parking issues at Harbor Park.
- Reports provided by Heidi Geores were distributed to commissioners.

Old Business

➤ Building Committee Update:

- Ron Klattenberg informed the group that the last pieces have come together. The bid package is currently at the Attorney General's office with an expected return date of June 12, 2013. Advertising for the bids will begin upon its return. The Building Committee will vote on the package at the July 12, 2013 meeting. Bids will open August 1, 2013. Ground breaking will happen by the beginning of September. The contract states that the project must be completed within 9 to 12 months.

➤ Update on Triad:

- Due to lack of participation, Triad meetings are being put on hold with the intention of reinstatement with the opening of the Eckersley-Hall building.
- **Bus transportation to new Senior Center:**
 - Andy Chiaravallo, Transportation Administrator at Middletown Area Transit (MAT) will make sure there is a bus route for all 11 senior housings in town. There was some discussion about the fare and how to offset the cost to the participant with grant funding. It was suggested that Mr. Chiaravallo may want to do some outreach to help alleviate concerns of future participants on the bus route.
- **Senior Center Budget 2013-14 Fiscal Year:**
 - The budget was approved with a new position funded beginning in January 2014 with a hiring window of January-February 2014. Phil Pessina expressed concern for making sure the right person was hired for the position. There was discussion regarding the start of the search for this person to begin in the fall. There was discussion regarding what tasks this person would handle as the new administrator including community outreach, grants writing and business management.

New Business:

Miscellaneous: There was a discussion regarding bus trip participation and establishing a minimum number of participants for the bus to run a trip. This item will be on the agenda for the next meeting scheduled for September 3, 2013.

Adjournment: 5:45 Annabelle Malone motioned to adjourn, seconded by Ron Klattenberg

Respectfully submitted,

Debbie Didato Stanley
(hg)