

Commission On Aging

Meeting Minutes for December 5, 2023

Commission Members present: Gary James Kelly – Chair, Eugenia Perry – Secretary, Maria Potvin, Anita Morrison, Lorraine Kraft, Kathy LaBranche, and Jim Sundin

Absent: None

Guests attending: Evelyn Gilbert, Laurence Burnsed-Health & Social Services Director

Meeting Called to Order: 2:06 pm

Approval of Minutes/Secretary's Report: Eugenia read the minutes from our November meeting. Anita made a motion to approve and Jim and Lori seconded the motion.

Treasurer's Report: Gary read the Treasurer's report and noted that the balances carried forward from last fiscal year for our Senior Picnic account are still not available. He stated the balances of our two other accounts. Anita made a motion to approve and Kathy seconded the motion.

Old Business: 1) Gary passed around a printed copy of the preliminary results of the town wide survey for review. A copy will be emailed to all Commissioners for careful review and a meeting will be held with the Mayor's office, Laurence Burnsed, Dr. Rosenberg, and Gary to discuss the best analytical method to use in reviewing and categorizing the data for future presentation to the Mayor and Town Council. 2) Gary gave a status report on the progress of the 2nd annual Christmas Wish List program with Riverside Health Care. He noted that after careful analysis, he chose a new program that is free to use, and shows each recipient after they have been sponsored to eliminate duplication of sponsorship, as well as the reports available for all the critical data needed.

New Business: 1) Gary stated he met with the Health Department about the food handling concerns raised at our last meeting and invited the Director of Health - Laurence Burnsed to our meeting. Laurence spoke about the concerns and proper procedures for handling food at the Senior Center and the process the department follows in handling any concerns or complaints. He addressed the present concerns and corrective action taken. 2) Gary discussed the deadline for submitting gifts to Riverside and the issuance of reminder emails to anyone who sponsored a recipient but did not meet the deadline. 3) Gary is creating our 2024 meeting calendar for submittal to the Town Hall. 4) Gary completed the 2023 attendance records for the Commission and is submitting it. 5) Gary passed along the names, phone numbers, email addresses, and term expiration dates of all Commissioners for verification and will update as needed to the Town Hall as required every year. 6) Gary reminded Commissioners that his, Lori's, and Eugenia's term is expiring at the end of the month and they must send in requests to be re-appointed again. 7) We discussed the wrapping of the 90 gifts that will be presented to Riverside and some members will wrap the gifts personally, and a group wrapping session will convene if needed to ensure we meet the deadline for the presentation to Riverside residents. All members and Donna Wilson (volunteer) donated wrapping paper, bows, scotch tape for the effort with no cost to the town.

Opportunity of guests to speak: Director Burnsed addressed the Commission as noted above.

Motion to Adjourn: A motion to adjourn at approximately 3:18 was made by Jim and seconded by Anita.