

Commission On Aging

Meeting Minutes for June 6, 2023

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

Absent: None

Guests attending: Jim Sundin, Kathy LaBranche, and Donna Wilson

Meeting Called to Order: at 2:03 pm

Approval of Minutes/Secretary's Report: Eugenia read the meeting minutes from May; Lori made a motion to accept and Maria seconded.

Treasurer's Report: Gary read the balances in the account and said he would provide more detail of the upcoming expenses for June, the last month of the fiscal year.

Old Business: Gary gave the status of the Town Wide survey with a kick off date during the week beginning June 12th; which will be done via paper or on computers on Survey Monkey. He provided a list of the paper survey locations assigned to each Commissioner and their responsibility to check the locations each week to pick up the completed paper surveys and leave blank paper surveys. Gary circulated paper copies of the survey in both the English and Spanish versions and stated they will be on line as well in both languages. He advised the Commission that the Health Department Director has chosen an intern who will input all the paper surveys into Survey Monkey for us. He said he was working on finalizing the town wide advertising for the project this week end. Gary stated that Maria's re-appointment was approved by the Town Council in May. The appointment for Jim and Kathy were expected at tonight's Town Council meeting. He stated that both he and Anita attended the Memorial Day parade and handed out surveys as well as answered questions. Gary asked about the progress on the Senior Discount program and Lori stated that she approached 15 business establishments and 5 agreed to join the program. She will forward the information to Gary to add to the master list being compiled.

New Business: Gary distributed flyers for the upcoming Juneteenth celebration and gave a background on how the holiday was founded. He asked for volunteers at our booth on Saturday, June 17th to hand out more surveys, answer questions, and help celebrate the event. He mentioned that we are getting invited to many town sponsored activities since the Commission has become much more active in the past 10 months and more than tripled our events to serve seniors, with even more in the planning stages. He discussed the ongoing Diversity and Inclusion survey and encouraged those remaining Commissioners who had not completed the survey to consider doing it. He said it is likely that the Commission will also be invited to the music events at East Hartford's Great River Park this summer. Gary reminded everyone that normally we transfer money left in our general budget to the Senior Picnic account, but that was not needed this year since money was set aside for this event during budget negotiations for the upcoming fiscal year. He stated that we had held off spending the majority of our expenses with the uncertainty of the budget situation and proposed the following expenses now that it has been approved : \$200 for an instant pop up style tent and \$60 for a folding table to be used at all of our town sponsored events where we will have a booth; \$80 for blank lawn style signs and lettering so we can direct seniors on the exact location of the parking and entrances for the senior picnic at the Goodwin University campus; \$15 for legal size paper to mark the survey boxes; approximately \$140 for the pop up tent banner sign for our Commission booth, and \$20 for a large carton of scotch tape for the survey paper signs. He asked for a motion to approve and an individual vote count for the motion. Eugenia made the motion and Lori seconded the motion; the motion was approved with 4 Commissioners in favor and 1 against. Gary said he is seeking a town location to store our supplies since there is no room at the Senior Center; he will work with Parks and Recreation on this issue.

Opportunity of guests to speak: Jim and Donna asked questions and joined in the discussions.

Motion to Adjourn: A motion to adjourn was made at 3:25 and seconded.