

Commission On Aging

Meeting Minutes for November 7, 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: Barbara Pellept, Evelyn Gilbert, Dorothea Martin, Donna Wilson

Meeting Called to Order: at 2:06 pm

Approval of Minutes/Secretary's Report: Eugenia read the minutes from our October 2023 meeting. Anita made a motion to approve and Jim seconded.

Treasurer's Report: Gary stated the Treasurers balances are the same as last month and he received the invoice for the October Mayor's breakfast yesterday and will submit for payment.

Old Business: We discussed the status of the Town Wide Survey and the final paper results were entered this week into Survey Monkey. Reports and data spreadsheets are being generated so we can begin our analysis. We evaluated the October Breakfast with the Mayor event and seniors were pleased.

New Business: 1) We reviewed the 2nd annual "Christmas Wish List Program" with Riverside and the presentation date of December 8th. Evelyn stated that the December 8th date celebrates 2 religious Holidays so we agreed to ask Riverside for a new date. 2) Gary handed out the new request designed for the Riverside residents, the updated advertising flyers, and other related subjects. 3) Gary requested approval of \$10 for cheaper printer and copier paper to be used for internal hand outs and draft copies of communications. Anita made a motion to approve and Eugenia seconded the motion. 3) Gary provided the progress on the

volunteer program we will be sponsoring with the town and Health Department for seniors, and the various volunteer programs already in town. He will be meeting with several departments to discuss the existing volunteer programs, the background searches required, and a data base to draw from for volunteers. He distributed information on a nonprofit Community Cares organization that works with 160 towns in CT providing information, coordination, and background checks. 4) Gary distributed our 2023 Events Flyer and stated he submitted the flyer for on line viewing on our town website. 5) Gary stated that Eugenia donated a brand new bingo cage and numbered balls to be used when we draw random table numbers or other uses for our activities. 6) We discussed the food and refreshments for our Christmas party following our December meeting. Last year all Commissioner's donated various food and refreshments and it worked out well. All agreed to do the same this year and Gary will send out an email for us to respond to the type of food we will be bringing. 7) Several concerns were raised about the proper food handling procedures used at the Senior Center Café. These will be investigated and addressed.

Opportunity of guests to speak: Various guests spoke and asked questions during the meeting.

Motion to Adjourn: At 3:15 pm Gary asked for a motion to adjourn. Anita made the motion to adjourn and Lori seconded the motion.