

# Senior Citizen Commission Meeting – March 18, 2016

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Trumbull Senior Citizen Commission  
March 18, 2016  
10:00 am  
Long Hill Conference Room, Town Hall

The Senior Citizen Commission of the Town of Trumbull held a scheduled meeting on March 18, 2016 on the Long Hill Conference Room of the Trumbull Town Hall.

**Members Present:** Chairperson, Rachel Yahwak; Vice Chairperson, Ron Foligno; Commissioners Roberta Bellows, Dorothy Merritt, Dee Chiota, Amy DeZenzo, Maureen Gordon and Evelyn Wiezner.

Also Present: Senior Center Director, Jean Ferreira; Timothy Herbst (entered at 10:25 am; left at 10:35 am)

**Members Absent:** Mary Moran and Gail D’Elia.

The meeting was called to order at 10:00 am by Mrs. Yahwak followed by the Pledge of Allegiance.

## **Public Comment**

No public comment.

## **Past Minutes**

Motion was made by Mrs. Chiota, seconded by Mrs. Bellows, to approve the minutes of February 19, 2016 as written. Approved unanimously.

## **Secretary’s Report**

Mrs. Chiota had no report.

## **Chairman’s Report**

Mrs. Yahwak discussed the following:

1. Thanked everyone who attended the Board of Finance budget meeting.
2. The Senior/Community Center and Library Study Building Committee made a presentation to the Town Council on March 7. There was a lengthy presentation and discussion of the potential recommended site. She noted that if the chairman of the committee had stated at the beginning of the presentation that the proposed site was not suitable, the meeting would have progressed differently. The next meeting of the Study Building Committee will be held on March 23, 2016 at 7:00 pm. No sites are on the table at this time. Mrs. Yahwak noted many people at the meeting indicated they did not want a new center and wanted to remain in the current location. They also said they would be happy if the kitchen was replaced and a few modifications were made to the center. Mrs. Bellows questioned whether those 100 plus

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people at the meeting felt they represented the majority of the town. Mrs. Yahwak commented that those at the meeting were, most likely, those affected by the project. Discussion was held regarding the surveys conducted on the project. Mrs. Yahwak noted they did two surveys with approximately 800 responses. It is possible that the people who answered the survey were those who would be affected. People indicated they were not aware of the public hearings even though there were four held, including one at the Senior Center. Perhaps there was not enough outreach to everyone; there was no outreach to the Senior Citizen Commission. Comment was made about placing this on the fall ballot. However, the project would only need to be on the ballot if total cost was over \$15 million. Mrs. Yahwak will address this at the next Study Building Committee. She noted the Senior Citizen Commission should attend the March 23<sup>rd</sup> meeting and comment. Mr. Foligno noted the Commission should be in the loop with regard to what is going on with the project.

3. A group of seniors decided to have a meeting at the Senior Center to talk about membership and programs. Unfortunately, representatives of the town and a commissioner showed up and they became very upset. They wanted to meet amongst themselves. In the future, they will be meeting outside of the Senior Center. Further discussion was held regarding this meeting. Mrs. DeZenzo commented on the Mission Statement of the Senior Citizen Commission and the goal was to help the seniors. At the meeting, Mrs. Arnow was able to dispel some rumors and misinformation. Mrs. Yahwak noted the Commission should have a meet and greet and go to the Senior Center so they can express their concerns.

Mr. Herbst entered the meeting at 10:25 am.

Further discussion of the Senior Center was held. Mr. Herbst questioned how many people are registered at the Senior Center – 685. Regular users – 300. Of the 300, how many were at the meeting – 50 plus. These were regular users of the center. Of the 50 people, how many were residents – 7 non-residents. He noted by 2019, 25% of the town will be over the age of 65 and 37% of the town will be over 55. When 43 people meet and there are 9,000 people in the community who are over the age of 65 and 13,300 will be over the age of 55, the Commission must remember they represent the entire town. When 40-50 people are vocal and state they represent the masses, we have to think about all the other people who did not attend. The current building is not handicap friendly, elderly friendly, lacks space for programs, etc. Mr. Herbst was asked if this could be put on the fall ballot. He felt this should not be necessary when it is obvious seniors do not use our facility but go to others. His position is that it is needed, long overdue and we will be moving forward. Mr. Herbst would be willing to come to a meeting with the seniors to discuss anything they want. This meeting was set for 10:00 am on April 11 at the Senior Center.

4. Health Fair in the fall was discussed. Mr. Foligno, Mrs. Yahwak, Mrs. Bellows and Mrs. Chiota will work on this project.
5. May is Senior Citizen Month – Mrs. Yahwak and Mrs. DeZenzo will work on activities for this month.

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6. Events – Lunch and a Movie – 3/18; AARP tax prep available until 4/13; Foxwoods trip is 3/28.
7. The senior brochure will be available next month after it has been reviewed.

### **Director's Report**

Ms. Ferreira is working to prepare everything prior to her leaving.

### **Executive Session**

Motion was made by Mrs. DeZenzo to enter into Executive Session at 10:52 am to discuss personnel issues. Seconded by Mrs. Bellows and approved unanimously. The following commissioners were present: Mrs. Yahwak, Mr. Foligno, Mrs. Bellows, Ms. Merritt, Mrs. Chiota, Mrs. DeZenzo, Ms. Wiezner and Mrs. Gordon. Motion was made by Mrs. DeZenzo to exit the Executive Session at 11:12 am, seconded by Mrs. Chiota, and approved unanimously.

### **Old Business**

1. Mrs. DeZenzo noted that the kitchen committee met twice and some went on a field trip to the Fairfield Senior Center to see how that is run. One meeting was with the Health Department which included two inspectors and the Director. The committee was told exactly what needed to be done in the kitchen and how far work had progressed. The Center is in good shape as far as equipment. The committee was instructed as to what needed to be done to decide the menu and how it would be run. The last meeting was held on 3/17 with Mrs. Arnow and the project has become more finalized. A memo was read from Mrs. Arnow with regard to the kitchen. A copy is attached to these minutes. This is a step in the right direction and the committee feels comfortable and confident about moving forward.

Mrs. DeZenzo moved to purchase four square tables and folding chairs to move the card players into the library from the snack bar. Seconded by Mr. Foligno. Discussion was held regarding new tables for the snack bar. Figures are being developed. Approved unanimously. Mrs. DeZenzo would also like to purchase table cloths, vases and flowers for the tables in the snack bar. The Health Department will be consulted about the table cloths. It was suggested that we purchase tables for the snack bar (6 additional) but not hold up the opening in April. A certified volunteer will be serving the food and the money will be handled by Ashley through ticket purchases. A Kerrig coffee pot, two toasters and a microwave will be purchased for people to prepare their own food and drinks. At this time, the Commission decided to wait to purchase tables for the snack bar. Mrs. DeZenzo also commented on the Fairfield Senior Center's operation with regard to personnel and menus. Mrs. Arnow will be looking for the volunteer to oversee the program and possibly receive the benefit of the tax relief program. The Board of Education is doing the program currently and the town is looking for Creative Culinary to be the contractor moving forward. We are responsible for paper and plastic goods. Mrs. Chiota commended Mrs. Arnow for her input and expertise on this project.

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2. Trips were reviewed. The trip to the Brooklyn neighborhoods and Ellis Island were recommended. Brochures are coming for distribution at the Senior Center.

### **Next Meeting**

April 22, 2016 at 10:00 am in the Long Hill Conference Room.

### **Adjournment**

Motion made by Mrs. Bellows to adjourn the meeting at 11:37 am. Seconded by Ms. Merritt and approved unanimously.

Respectfully submitted,

Barbara Crandall  
Clerk

These minutes are considered a draft until approved at the next meeting of the Senior Citizen Commission.

To: Senior Commission – Kitchen Committee

From: Lynn Arnow, Chief of Staff

Date: March 17, 2016

RE: **Status of DHMAS Grant and Proposed Food Service for Senior Center Cafe**

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Dear Committee Members:

I appreciate the time and effort that you all have dedicated to re-establishing food service in the upstairs café. Firstly, I am very pleased to share the progress that the Town has made to secure the State bond funding. Yesterday, we received a draft agreement from DHMAS for the full \$170,000 to be used towards a new kitchen facility at the Center and have begun to process the documents. In so doing, we determined that Town Council will need to amend to the two previously passed resolutions to accept the funds. We must do this because the language of the resolution now reflect that the funds are being received from DHMAS, and no longer DSS. This will simply be accomplished at the April meeting and will not delay the funding process in any way.

It is also my pleasure to share the progress of re-establishing food service to the upstairs 'café'. As you know, Tim and I have been working diligently to reopen the kitchen as quickly as possible, so we enlisted the help of the Town's Health and Facilities Departments. Together, we have accomplished a lot and are happy to announce the following:

1. All of the Health Code violations that have prevented any food from being served in the upstairs kitchen, have been remediated/corrected and satisfy our Health Inspector's requirements. This now means that the kitchen, in its current state, can immediately begin to serve any food item that falls within a Class I or Class II food category.
2. While the Town continues to work towards the design and plan for the construction a new "cooking" kitchen, this facility can now be used to serve packaged breakfast/snack items including: Bagels, hard rolls, breakfast sandwiches, fruit cups, yogurt, muffins, cookies, hot or cold cereals, and other such items. Beverages, such as specialty teas, hot chocolate, juices, bottled water and milk, will also be available.

3. The Café will be open Monday – Friday from 9 – 11 AM. A soft opening is planned for the 1<sup>st</sup> week in April. The operation will be mostly handled by volunteers from the community with oversight from the Town.
4. It is also my goal to introduce light lunch items such as: deli sandwiches, salads, and desserts, which can be eaten in the café or taken home. We are very close to finalizing these arrangements and hope to have the items available by the opening.
5. I have also been pursuing a significant change in the Senior Community Nutrition Program (currently served from the downstairs kitchen) to introduce a more appealing and more-freshly prepared hot meal for all of our senior to enjoy. This enhanced meal service is currently offered and enjoyed by a number of senior centers in our area and has been a welcome change. I hope to finalize negotiations soon and implement this within the next 45 days.

Again, I am grateful for the help and support of the Kitchen Committee who have been working hard to bring better services to the Town, and to our seniors. It has been my pleasure to work with the committee to make these improvements.