

TRUMBULL SENIOR CITIZEN COMMISSION
MINUTES
JANUARY 28, 2011

Commission members in attendance: Linda Ciocci, Chm.; Amy DeZenzo; Fran Hanna; Joan Mehlhorn; Dorothy Merritt, Alternate

Commission members not present: Helen Weinstein, Secretary; Connie Cleary; Gary Raytar; Doris Tkacs; Dee Chiota, Alternate

Meeting called to order: 10:15AM

Public Session: J. Ferreira introduced the new cook for the Senior Center, Carlos.

Approval of Minutes:

Amended the Minutes of December 17, 2010 as follows:

Page 1; Approval of Minutes; under Center Director's Report (cont'd);

Correct the sentence: "MOTION was made by D. Tkacs and seconded by J. Mehlhorn".

(Delete seconded by D. Tkacs.)

MOTION made by A. DeZenzo to accept the minutes of December 17, 2011 as amended, seconded by J. Mehlhorn.

VOTED agreed unanimously.

Chairman's Report:

L. Ciocci informed the commission of a meeting she had with the First Selectman, Timothy Herbst, and his approval of the Senior Center's budget, although, the budget still needs to be approved by the Board of Finance and the Town Council.

Secretary's Report: None

Treasurer's Report:

J. Ferreira submitted her Treasurer's Report (a copy of which is filed with the Minutes of the Town Clerk's Office.) The members of the commission agreed that J. Ferreira needs to be trained on the new program for the accounting of the Senior Center. A. DeZenzo said that she will discuss with Matt Heffern (IT) to set up training with J. Ferreira.

The commission members reviewed the year-to-date expense report submitted by J. Ferreira. They agree that J. Ferreira should prepare a more itemized month-to-month report including the special agency account and also the budget account and it should be simpler and easier to read. F. Hanna indicated that she has a different report previously submitted and she will compare it with this report.

A. DeZenzo indicated she could act as a "liaison" for the Senior Citizen Commission and will organize a meeting with Dan Nelson, Jim Henderson, Maria Pires, Matt Heffern and Jean Ferreira for the training for preparing the financial reports for the Senior Center.

L. Ciocci making reference to the expenses of the New Year's Eve Party, too much food was ordered and expenses need to be minimized for any future parties.

F. Hanna inquired about the \$219.80 expense charges for the “Smile-A-While” program. L. Ciocci informed her that \$219.80 is out of the \$500.00 reimbursement previously approved for props to be purchased for the program.

Mary Beth Thorton (Commission Member of the Trumbull Town Council Commission) arrived at the meeting at 10:40AM.

Center Director’s Report:

J. Ferreira submitted her Director’s Report (a copy of which is filed with the Minutes at the Town Clerk’s Office). The report noted the need for a new stove for the Senior Center kitchen and also, as requested by the Health Department, the purchase of metal shelving.

After further discussion, the commission had no objection to the purchase of the metal shelving as the Health Department deems them necessary. It was suggested the shelving could be purchased at *The Restaurant Depot*. A. DeZenzo questioned as to what account will the money come out of? They all agreed that this money should not come out of the Town’s account as the purchase would then have to go out for a bid and that it should come out of the Senior Center’s account from the money that the Center raises. There was also a discussion as to the possibility of repairing the existing stove but the stove is too old and not energy efficient.

L. Ciocci recommended, for the purpose of Town energy savings, the thermostat should be moved away from the front door or possibly the installation of a cap over the thermostat.

The commission reviewed the price quotes for the stove from Home Depot and suggested that quotes should come from a smaller store, i.e. Marsillio’s or Hallock’s and these stores would also be able to service the stove.

A Motion was made by J. Mehlhorn to purchase metal shelving for the kitchen not to exceed \$1,000.00, seconded by A. DeZenzo.
VOTED agreed unanimously.

A Motion was made by J. Mehlhorn to have G. Raytar to get price quotes for the purchase of a stove for the kitchen, seconded by A. DeZenzo.
VOTED agreed unanimously.

Old Business:

The commission discussed the monthly poker tournament scheduled. F. Hanna inquired about the \$10.00 fee and the legality of the tournament. L. Ciocci indicated that at a previous Senior Citizen Commission meeting Dan Nelson approved the tournament to be legal as long as there is no money involved.

New Business:

John Annick (Bridgeport Engineering Institute) has requested to film the programs at the Senior Center. It was suggested he could film any of the various programs, such as, Zumba, Tai Chi, or Art Classes. He can get the schedule of the activities from the Senior Center Newsletter.

The commission discussed various new programs to be held at the Senior Center. J. Mehlhorn suggested a Book Club. L. Ciocci also suggested having an author from Trumbull speak at the Book Club. Sue Horton (Trumbull Town Librarian) might have some information on any authors in Trumbull.

Another program suggested was a Sculpting Class and F. Hanna said there might be a Kiln that was donated to the Center. L. Ciocci will discuss with J. Ferreira.

A program on Nutrition was also suggested. A cooking class that would show how to prepare healthy, inexpensive meals for health conditions, such as diabetes, low salt, low sugar and high blood pressure. Patrice Sulik (Health Department) might be able to help with finding a chef or possibly having Carlos do the cooking. F. Hanna also suggested obtaining a chef from Bullard Havens.

A Ceramics Class might be possible and F. Hanna knows a woman in Monroe that holds classes and will get her name.

The commission agreed to Table the review of the Audit Report for the next meeting on February 25, 2011 after all of the commission members have had a chance to review same.

At 11:20AM J. Ferreira came in to the meeting to submit the additional documents of the Audit Report. Copies were distributed for A. DeZenzo, F. Hanna, J. Mehlhorn and also the Commission Clerk. J. Ferreira also submitted information regarding the "Open Your Eyes" Seminar on Elder Abuse Awareness to be held on April 29, 2011. J. Ferreira also indicated that under the direction of T. Herbst a position for a full-time Program Director has been approved and there will still be one part-time position for a transportation person. She also noted that it still needs to be approved by the Board of Finance and the Town Council. J. Ferreira also informed the commission of a grant of \$40,000 which has been approved for transportation for two part-time drivers for the weekend. She also informed the commission of the approval of a GBTA grant for a passenger bus for younger possibly handicapped adults of Trumbull. The bus can provide transportation at the first of the month and at the end of the month. The cost should be approximately \$23,000-\$29,000 which would be reimbursed to the Town from the State.

The commission members reviewed and confirmed the dates of the Senior Citizen Commission Meetings scheduled for 2011.

Motion to Adjourn, J. Mehlhorn, seconded A. DeZenzo.
VOTED agreed unanimously.

Adjourned: 11:40AM

Respectfully submitted,

Marilou Mangiamele, Clerk