

City of Shelton  
Shelton Senior Center  
81 Wheeler Street  
Shelton, CT 06484  
(203) 924-9324

**Minutes**  
**Shelton Senior Committee**  
**April 12, 2016**

The April 12, 2016 Meeting of the Shelton Senior Committee was called to order by Walter Oko, Chairman, at 4:00 p.m. in the conference room of the Shelton Senior Center. The pledge was recited by all present.

**Committee Members in Attendance:**

Walter Oko-Chairman  
William Smarz-Vice Chairman  
Judson Crawford-Treasurer  
Roberta Sutkowski-Secretary  
Jill Bruno  
Margaret Keane

**Also Attending:**

Doreen Laucella

**Absent:**

Cheryl Dziubina

**PUBLIC PORTION**

None

Walter Oko read a letter he received from the Mayor to Martha Bova, thanking her for her past service on the Committee. Martha sent a letter to the Mayor on March 18, stating due to health reasons she would be resigning. Walter let the Committee know that it is now short two members. He told them if they know of anyone who would like to serve on the Committee to have them send a letter to the Mayor stating their request to be a member of the Shelton Senior Committee. Walter stated he would make an announcement at the exercise class to see if anyone may be interested.

**MINUTES**

**A MOTION WAS MADE BY JILL BRUNO TO ACCEPT THE CORRECTED MINUTES OF THE MARCH MEETING. MARGARET KEANE SECONDED. MOTION PASSED.**

A correction was made to the March minutes. It was Jill Bruno who seconded the adjournment.

## **TREASURER'S REPORT**

The Committee treasurer's report was presented by Judson Crawford for the month ending February 29, with the correction of the disbursement mentioned at the previous meeting. Mr. Crawford read the Committee treasurer's report for the month of March, reporting a balance forward of \$20,159.33, receipts of \$129.76, disbursements \$100. leaving a balance of \$20,189.09. The total of the four CD's is \$46,652.36 leaving a total balance of \$66,841.45.

The Committee questioned what one of the 5% commission amount on the treasurer's report was for. It was not identified on the report. The director is going to look into it and let the Committee know. The amount is correct the trip was not identified.

**A MOTION WAS MADE BY MARGARET KEANE TO ACCEPT THE CORRECTED SENIOR COMMITTEE TREASURER'S REPORT FOR FEBRUARY AND THE REPORT FOR MARCH. WILLIAM SMARZ SECONDED. MOTION PASSED.**

Judson Crawford reported to the Committee the amounts of interest and the length of time available at this time for reinvesting CD # 5729 that is due now. Walter Oko asked the Committee if they knew of any upcoming large expenses that would keep the Committee from investing the CD for 2 years. Margaret Keane questioned repairs needed to the wood floor. Doreen Laucella explained that the expense would come out of the budget. Doreen also let the Committee know she has asked for an air conditioner in the kitchen. The City is telling her yes they will put one in but nothing has happened yet. Doreen told the Committee she needs the air conditioner before summer. It is very hot in the kitchen and the volunteers are elderly. Doreen will get a quote for the air conditioner needed for the kitchen. Walter Oko suggested using the funds in the budget for the air conditioner this year and use next year's budget for the floor. After discussion of the amounts, length of time and whether to stay with the same bank it was decided that the CD would be rolled over for 2 years at 1% with Webster Bank.

**A MOTION WAS MADE BY JILL BRUNO TO INVEST CD # 5729 IN A TWO YEAR CD AT 1% WITH WEBSTER BANK. ROBERTA SUTKOWSKI SECONDED. MOTION PASSED.**

Mrs. Bruno suggested staggering the CD's as they come due. The next two are due in November and one is due in December.

Judson Crawford asked the Committee if he could have access to the bank accounts on the internet. The director did not feel comfortable having someone have access to the accounts at home. Mr. Crawford doesn't like having to wait for the bank statements to come in. He has to wait for the statement to generate his report. Jill Bruno stated she felt that having access to the accounts on line at the Center could be good but the information should not be accessible outside the Center. After discussion it was decided to keep the process the same. The director feels this is the best way for her to keep track of everyone that has to use the accounts.

The Membership will give both March and April reports next month. Gerry Janofsky is not at the meeting today.

## **DIRECTOR'S REPORT**

Doreen Laucella told the Committee that the Membership thanked them for reimbursing them for the St. Patrick's Day entertainment. She reported everyone had a good time and seem to be enjoying the changes made to the parties. The Italian Festival has 138 people signed up. Doreen stated she will have to cut it off at 150. She also reported that the Center has 311 more members since December 31, 2015. 110 of those members are brand new to the Center. The exercise classes are going very well and a new Zumba class will be starting soon. The director had a surprise from Mr. Bashar. The Center has a new employee from the tax assessors' office part time. She will be working part time in the kitchen. Doreen will be meeting with the board of A&T to defend her budget tomorrow night and hopes to find out how she will pay for the new employee. The help is really needed in the kitchen. They are serving 40-60 meals each day. Doreen has Diane helping in the kitchen when someone is out or sick and has to step in herself to help out at times. The Custodians are doing a great job. The director has them wearing staff shirts for a uniform and they can be identified. Gina is also doing well. Gina and Diane each know each other's job and they both can help each other out. The director is very pleased with the way the employees are working together and getting things accomplished.

The pool room is getting a lot of use. Players are in there daily. The gentlemen reported that the tables are a little unstable and need to be leveled, tightened and have new spots placed on them. Doreen received a quote of \$350. from Encore. She is asking the Committee to pay for the tables to be fixed.

**A MOTION WAS MADE BY WILLIAM SMARZ TO PAY TO HAVE THE POOL TABLES LEVELD, TIGHTENED AND NEW SPOTS PUT ON AT A COST OF \$350. ROBERTA SUTKOWSKI SECONDED. MOTION PASSED.**

Doreen received a quote from Barnum Engineered Alarm Inc. for the two panic buttons one at the front desk and one in the kitchen, two horns and a new alfa pad. The cost will be \$1382.

**A MOTION WAS MADE BY JUDSON CRAWFORD TO PAY THE \$1382. FOR THE TWO PANIC BUTTONS, TWO HORNS AND A NEW ALPHA PAD TO BE INSTALLED. JILL BRUNO SECONDED. MOTION PASSED.**

Walter Oko suggested that a list be kept of all the things the Committee pays for at the Center. A listing should be kept in case it is needed when the Committee has to go before the boards.

Doreen reported she spoke to Allison Menendez and decided it would be best if she come one time per month at the cost of \$50. to prune, weed and fertilize. She would like to start this weekend. Allison requested \$25 for fertilizer for the rose bushes.

**A MOTION WAS MADE BY WILLIAM SMARZ TO HAVE THE DIRECTOR CONTRACT WITH ALLISON MENENDEZ FOR SEASONAL WEEDING, FERTILIZING AND PRUNING AS NEEDED ONCE A MONTH FOR \$50. MARGARET KEANE SECONDED. MOTION PASSED.**

The signs for drop off zone have been delivered. Bridges and Highway department suggested that the signs be put in the chipped area for now. They don't want to put holes

in the sidewalk if they don't have to. One sign will be placed at the crosswalk, stating "Don't Block Crosswalk". The second sign will be the "Drop Off Zone" and will be placed farther ahead. Doreen states the signs will be fine placed in these spots.

**A MOTION WAS MADE BY ROBERTA SUTKOWSKI TO ACCEPT THE DIRECTOR'S REPORT FOR MARCH. JUDSON CRAWFORD SECONDED. MOTION PASSED.**

**NEW BUSINESS:**

Doreen went to a meeting for the part time help regarding social security benefits. She asked Mr. Bashar if she should be at the meeting. She wasn't sure whether she was considered to be part time or full time. He told her she as acting director full time. Margaret Keane made the Committee aware of petitions and a card being circulating with requests to keep Doreen as the director at the Shelton Senior Center. She also stated that letters were sent to the Mayor's office letting him know that they love Doreen and want her to stay. Margaret proposed that the Committee might want to send a letter to the Mayor. Jill Bruno asked if anyone knew when they plan to post the position. Doreen stated she has already taken the test. It is up to the Mayor now. Walter advised the Committee to wait it out for a little longer.

**A MOTION WAS MADE BY MARGARET KEANE TO TABLE DISCUSSION ON THE PURCHASE OF A TV FOR THE LIBRARY OR THE LOBBY UNTIL NEXT MONTH. ROBERTA SUTKOWSKI SECONDED. MOTION PASSED.**

Jill thought that maybe the TV in the lobby can be used as an information board, closed circuit TV.

Doreen explained that she wasn't sure where the new TV should go. Now the quilting group has requested a spot to watch some shows. She is trying to work out the best place to put them. She is thinking the computer room might be the best place available. There is a large TV already in there.

**A MOTION WAS MADE BY JILL BRUNO TO TABLE THE LANDSCAPING DISCUSSION UNTIL THE NEXT MEETING. JUDSON CRAWFORD SECONDED. MOTION PASSED.**

**A MOTION WAS MADE BY MARGARET KEANE TO ADJOURN THE MEETING AT 5:30 P.M. JILL BRUNO SECONDED. MOTION PASSED.**

Attested to: *Corie Blanck* Date: 4/12/16