

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

**Meeting Minutes
Shelton Senior Committee**

May 9, 2017

The May 9, 2017 meeting of the Shelton Senior Committee was called to order by Walter Oko, Chairman, at 4:28 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
Roberta Sutkowski-Secretary
Judson Crawford-Treasurer
Jill Bruno
Cheryl Dziubina
Margaret Keane

Also Attending:

Doreen Laucella

Absent:

Marilyn Terlaga

PUBLIC PORTION:

None

The Committee walked the grounds with Allison Menendez at 3:45 p.m. after having their picture taken by the city photographer. Allison explained her proposals regarding the back gardens and gave suggestions for planting living mulch, plantings around the entrance sign and mulch for the island in the parking lot. She also suggested more creeping junipers in the area between the parking lot and the building to keep people from walking through the plantings.

A MOTION WAS MADE BY JUDSON CRAWFORD TO GO INTO EXECUTIVE SESSION AT 4:30 PM. CHERYL DZIUBINA SECONDED. MOTION PASSED.

A MOTION WAS MADE BY CHERYL DZIUBINA TO COME OUT OF EXECUTIVE SESSION. ROBERTA SUTKOWSKI SECONDED. MOTION PASSED.

MINUTES:

A MOTION WAS MADE BY JILL BRUNO TO ACCEPT THE APRIL MINUTES OF THE SHELTON SENIOR COMMITTEE WITH CORRECTIONS. CHERYL DZIUBINA SECONDED. MOTION PASSED.

Corrections: Finish sentence under automatic doors- Doreen stated the Mayor has plans. Roberta Sutkowski's name was misspelled.

TREASURER'S REPORTS:

The Shelton Senior Committee Treasurer's Report for the month ending April 30, 2017 was read by Judson Crawford reporting a forwarding balance of \$22,259.73 Receipts of \$204.03, Disbursements \$76.46, leaving a balance of \$22,387.30. The four CD's total 46,904.41 added to the accounts the total is \$69,291.71.

A MOTION WAS MADE BY MARGARET KEANE TO ACCEPT THE SHELTON SENIOR COMMITTEE TREASURER'S REPORT FOR APRIL AS READ. ROBERTA SUTKOWSKI SECONDED. MOTION PASSED.

DIRECTOR'S REPORT

The director asked the Committee to authorize the payment of \$820. to Allison Menedez for the pruning of the fire bush and cleanup in back of the Senior Center.

A MOTION WAS MADE BY MARGARET KEANE TO ALLOW JUDSON TO WRITE A CHECK TO ALLISON MENEDEZ FOR \$820. FOR PRUNNING AND CLEANUP OF THE GARDEN IN THE BACK OF THE SENIOR CENTER. ROBERTA SUTKOWSKI SECONDED. MOTION PASSED.

Stone for Gardens:

Doreen gave the Committee prices for the rolls of plastic and stone for the gardens. The rolls of weed shield \$9.99 per roll and the stone is \$9.00 per ton. There will not be a delivery charge if the city has maintenance pick up and deliver the stone.

ID Check:

The staff at the desk is asking all new members for their license or picture ID. This will help prove their residency and age. A copy will be kept with their records and it will also be with their emergency sheet.

Doreen has asked the Committee to put on the agenda whether only members can come for lunch and play bingo. The Committee told Doreen that it is already in the by-laws. Doreen stated she is going to implement the policy. Doreen stated it is going to be a little hard to check the lunch line and will do the best she can and she will sit outside the door at Bingo.

Trip:

A trip to the casino will take place on June 12.

Riverwalk Dances:

Doreen has the needed sponsors for the Riverwalk dances. Two sponsors have requested Vinnie Car to play for their dances. Doreen has agreed to let him play for the two dances. Doreen would like to have a block party on the patio at the Center as an end of summer event.

Events:

The Chorus did a fabulous job at their show. Doreen stated everyone should be proud of them.

The "Comedy of Errors" was received very well.

The Bocce court is being revived. Doreen is hoping the city might cut down the pine tree out back near the court. She would like to put in a horse shoe pit.

Budget:

Doreen stated the budget meeting went well at the AT&T. Both Walter Oko and Judson Crawford were there for support. She doesn't expect to get any more funding than the Mayor allotted. She stated as long as they don't take any more away she should be ok.

Future Events:

The Volunteer brunch is being held on June 2nd.

The Center is going to sponsor a Fun Day with the schools on May 30. Sixty-four first graders from Booth Hill School will do some fun things with the seniors. They will be reading and playing bingo. The students will come by bus and will bring a bag lunch. The seniors will treat them to an ice cream sundae. They are hoping this will be a new event that will continue with other schools in the future.

Questions:

Margaret Keane questioned what to do with members with dementia. Doreen stated that she would be the one to address the issue. She would call the families. The person who brings them needs to be responsible for them. Jill stated that the caregivers will need to have scan cards when the new scanning system is installed.

Doreen reported that she is still waiting for the cameras to be installed. She has been told the Center is on the list.

A MOTION WAS MADE BY JILL BRUNO TO ACCEPT THE DIRECTOR'S REPORT FOR APRIL. JUDSON CRAWFOR SECONDED. MOTION PASSED.

OLD BUSINESS:

Automatic Doors:

Doreen reported that she still has not received the schematic for the automatic doors from Chris Potucek.

She hasn't really looked at the information on the scanning system yet. It has been very busy at the Center.

A MOTION WAS MADE BY MARGARET KEANE TO TABLE THE AUTOMATIC DOORS DISCUSSION TO THE NEXT MEETING. ROBERTA SUTKOWSKI SECONDED. MOTION PASSED.

A MOTION WAS MADE BY JILL BRUNO TO TABLE DISCUSSION ON THE SCANNING SYSTEM UNTIL THE NEXT MEETING. ROBERTA SUTKOWSKI SECONDED. MOTION PASSED.

A MOTION WAS MADE BY JILL BRUNO THAT AS OF JULY 1, 2017 THE CENTER FREEZE MEMBERSHIP OF OUT OF TOWN MEMBERS. THE CURRENT OUT OF TOWN MEMBERS, (ANYONE NOT LIVING IN SHELTON), WILL BE GRANDFATHERED. THE FUTURE OUT OF TOWN MEMBERSHIP WILL BE LIMITED TO 200 AS DEPLETION OF OUT OF TOWN MEMBERSHIP OCCURS. CHERYL DZIUBINA SECONDED. MOTION PASSED.

NEW BUSINESS:

Jill discussed the new proposals for the landscaping in the rear of the building provided by Allison Menendez. There were three proposals. The contract for the maintenance for the 2017 summer season at a cost of \$300. This will be paid out of the maintenance line item in Doreen's budget. The planting of the garden in the back on the left side at the cost of \$496. Planting the garden in the back on the right side at the cost of \$280.

A MOTION WAS MADE BY JILL BRUNO TO APPROVE THE MAINTENANCE CONTRACT FOR WEEDING, WATERING, FERTILIZING, AND PRUNING CARE OF THE FRONT GARDENS AND THE NEW REAR GARDENS AT THE COST OF \$300 PER MONTH FOR THE 2017 SEASON. MARGARET KEANE SECONDED. MOTION PASSED.

A MOTION WAS MADE BY JILL BRUNO TO APPROVE THE LANDSCAPE PROPOSAL FOR THE BACK OF THE BUILDING ON THE RIGHT SIDE IF YOU ARE FACING THE BUILDING FOR \$496. CHERYL DZIUBINA SECONDED. MOTION PASSED.

A MOTION WAS MADE BY CHERYL DZIUBINA TO APPROVE THE LANDSCAPE PROPOSAL TO THE BACK AREA ON THE LEFT SIDE IF YOU ARE FACING THE BUILDING AT THE COST OF \$280. JILL BRUNO SECONDED. MOTION PASSED.

Discussion took place on planting 10 more creeping bushes on the islands between the entrance to the building and the parking lot. Allison Menendez will get a price for purchase and planting the 10 bushes. Another area discussed was under the sign at the entrance. It was decided to get a price for the plantings but to wait until the sign is replaced so the garden wouldn't be disturbed. The third area being considered is the island with the two trees as you enter the parking lot. It was decided to just add mulch there to improve its appearance. The last area is the decision to use living mulch such as a vinca vine in the front garden so it would not need to be mulched each year. The Committee will wait until Allison sends proposals for the work.

It was decided to wait to do any work on the sides until work is done on the building. Doreen is going to get some prices for a new sign. She will try to get it replaced with this year's funding in maintenance.

Doreen stated that she could get the pea gravel for the island area in the parking lot. Walter stated it would be a good idea because salt and snow from plowing wouldn't do it any harm. After discussion on the benefits and price it was decided to go with the gravel rather than the mulch.

A MOTION WAS MADE BY JILL BRUNO TO AUTHORIZE DOREEN TO PROCEED WITH USING PEA GRAVEL WITH APPROPRIATE INSTALLATION ON THE ISLAND W/ TWO TREES IN THE PARKING LOT. MARGARET KEANE SECONDED. MOTION PASSED.

A MOTION WAS MADE BY WILLIAM SMARZ TO LOOK INTO HAVING THE FIRE HYDRANT PAINTED RED, WHITE AND BLUE. MARGE SECONDED. MOTION PASSED.

Judson Crawford asked what the process was for increasing the pay of her part time employees. Doreen stated that she had to fill in documentation and submit it to Jack Bashar at City Hall. She was told that she could not increase the receptionist pay because the receptionist at town hall isn't paid that amount. Doreen stated her receptionist do much more. She needs to reclassify them as clerks not receptionist. Doreen stated if her budget falls short she will have to cut classes in order to give her employees an increase. She stated the employees haven't been given a raise in years.

Doreen told the Senior Committee that a thank you card was received from the family of William Smarz for the sympathy gifts.

A MOTION WAS MADE BY MARGARET KEANE TO ADJOURN THE MEETING AT 7:00 P.M. CHERYL DZUIBINA SECONDED. MOTION PASSED.

Attested to: Corie Blanck Date: 5/11/17