

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

**Minutes**  
**Shelton Senior Commission**  
**March 12, 2013**

The March 12, 2013 Meeting of the Shelton Senior Commission was called to order by Vice Chairman, Walter Oko at 4:00 p.m. in the conference room of the Shelton Senior Center. The pledge was recited by all present.

**Commissioners in Attendance:**

Walter Oko  
Jill Bruno  
William Smarz  
Martha Bova  
Roberta Sutkowski

**Also Attending**

Kathy Ramia

**Absent**

Joseph Benanto  
Louise Manger

**PUBLIC PORTION**

Mr. Kelley noted the February minutes were not posted on the Web site and the Feb agenda was posted under minutes.

Mr. Jim Martin brought the Commission up to date on the status of the taping machine. He has made contact with a company in Hartford, New England Bailing Service. He is arranging a demonstration. They have a refurbished machine available for \$2500. The price is about \$3000. less than a new one from Pitney Bowes. Mr. Martin suggested if all goes well with the demonstration the Commission should get the machine as soon as possible. He stated that last month there weren't as many volunteers to help with the newsletter. Mr. Oko mentioned that the Commission needs both a secretary and a treasurer because of the recent resignations of Shirley Keller and James Martin. He asked that this be put on the agenda for next month.

**MINUTES**

**A MOTION WAS MADE BY ROBERTA SUTKOWSKI TO ACCEPT THE FEBRUARY MINUTES AS PRESENTED. MARTHA BOVA SECONDED. MOTION PASSED.**

### **TREASURER'S REPORT**

The Senior Commission treasurer's report for month ending February 29, 2013 was read by Corie Blanck reporting a forward balance of \$21,983.58. Receipts \$176.49. Disbursements \$24.99, leaving a cash ending balance of \$22135.08 and four CD's totaling \$46,114.25.

**A MOTION WAS MADE BY WILLIAM SMARZ TO ACCEPT THE SENIOR COMMISSION'S FEBRUARY TREASURER'S REPORT AS PRESENTED.**

**MARTHA BOVA SECONDED. MOTION PASSED.**

**A MOTION WAS MADE BY WILLIAM SMARZ TO ACCEPT THE MEMBERSHIP'S FEBRUARY TREASURER'S REPORT AS PRESENTED.**

**MARTHA BOVA SECONDED. MOTION PASSED.**

### **DIRECTOR'S REPORT**

Kathy Ramia reported that the Senior Center was closed for a week during the blizzard. It was closed from February 8, 2013 thru February 14, 2013. The Center also closed March 8, 2013 because of the snow. The February and March birthday parties were cancelled and will be celebrated at the April birthday party. The Center had a problem with the back driveway. The city parked an emergency vehicle in the back parking lot where it got snowed in. The lot wasn't plowed causing a problem with the deliveries. Kathy called City Hall and they plowed it out. The Center will have a presentation on SNAP (Supplemental Nutrition Assistance Program) on March 22, 2013 at 10:00 a.m. An outreach advocate will explain the program and eligibility guidelines. The Elder Law talk will be held Tuesday, March 22, 2013 at 10:00 a.m. The topic will be "The secrets of planning an IRA or 401K". Registration for computer classes have started. There are both four and eight week programs. The Saint Patrick's Day party will be held on Thursday, March 21, 2013. David Grant will cater the event. On April 17, 2013 Judge Anthony will speak on the myths of probate. The first Caregiver's meeting will be held on April 18, 2013 at 5:30p.m. at Griffin Hospital. This year the meetings will rotate with other senior centers. The Shelton Police Department will hold their AAA driver safety classes in May. Joe Lacella of Echo Hose Ambulance has a new position in Trumbull. The Ambulance, Police and Fire departments were planning a safety program. Kathy is hoping that Joe will be replaced with someone who will take over the program. The kitchen and pool room have been painted and a new faucet has been installed in the kitchen. The five year inspection of the sprinkler system took place on March 5. Emergency service was needed on the large two door freezer and the regular maintenance service is scheduled for the other freezers and refrigerator. An exterminator needed to take care of an ant problem. The exterminator stated they were probably brought in with a delivery. The issue is being resolved. The service will come back in the Spring and spray the perimeter of the building. Kathy received a notice that the city will be using a new insurance company and the adjusters will visit the center on March 19, 2013. The

Center received 99 out of 100 on the last inspection of the Naugatuck Valley Health Department. The kitchen has a student from Shelton High School helping with the preparation. The student is on a work program. Other students will be helping at the Center to earn their community service hours. Granada Catering will not bid on any more parties. He stated the members complain too much. Kathy spoke to the strength training instructor regarding people taking class without being members. The Center is trying very hard to catch people who are not members. Kathy also asked the instructor to not let the exercisers take the chairs designated for the snack bar. There are some members who like to have their tea and coffee and socialize. Kathy would like the exercise instructors to be responsible for their participants. She asks that the instructor tell their classes to be sure to sign their health forms and use the chairs from under the window and please put them back when they are finished. Kathy told the Commission about a woman with a health problem who didn't want an ambulance called for her last month. The Commission had a lengthy discussion regarding the importance of calling 911. At today's meeting Kathy told the Commission she learned the woman was not even a member. Kathy explained this is why seniors taking part in activities at the Center need to be registered members who have information cards filled out. Walter stated he was going to take the list and ask the exercisers if they filled out their medical form and for their membership number one day this week. A lengthy discussion took place on ways to watch for non-members. Jill Bruno questioned the liability. Some discussion regarding swipe cards took place. Kathy told the Commission that the AARP organization would like to hold their last meeting with a catered event. They would like to use the Center's kitchen. This event would not interfere with the lunch program at the Center. It will be the 2<sup>nd</sup> or 3<sup>rd</sup> Tuesday in June at 1:00p.m. After a brief discussion the Commission decided they would allow the use of the kitchen to AARP after they sign a policy. Jill Bruno will prepare the policy for the next meeting.

**A MOTION WAS MADE BY JILL BRUNO IN THEORY AND CONCEPT TO ALLOW THE AARP ORGANIZATION TO USE THE FACILITY AND KITCHEN AFTER THEY SIGN A POLICY WHICH WILL BE READY AT THE NEXT COMMISSION MEETING. MARTHA BOVA SECONDED. MOTION PASSED.**

Kathy informed the Commission that Johanna Czeszel's daughter passed away. Johanna is the treasurer of the Senior Membership.

**A MOTION WAS MADE BY MARTHA BOVA TO ACCEPT THE FEBRUARY DIRECTOR'S REPORT. JILL BRUNO SECONDED. MOTION PASSED.**

### **OLD BUSINESS :**

Automatic Doors: Mr. Oko asked the Commission for any help in obtaining information regarding the automatic folding doors the Commission would like installed for the Senior Center. The Mayor stated he was working on getting a grant. The Commission wants this project move forward.

**NEW BUSINESS:**

Kathy would like to order 8 tables from the budget for the bingo room. The membership will vote on purchasing the remaining 5 tables. The cost of 8 tables is \$1500. and there is no shipping charge. The tables are 30" tall and 6' long with formica tops.

**A MOTION WAS MADE BY JILL BRUNO RO GIVE KATHY RAMIA PERMISSION TO PUCHASE THE 8 TABLES FROM BUDGET MONIES. MARTHA BOVA SECONDED. MOTION PASSED.**

**A MOTION WAS MADE BY WILLIAM SMARZ TO ADJOURN THE MEETING AT 5:30 P.M. ROBERTA SUTKOWSKI SECONDED. MOTION PASSED.**

Attested to: *Corie Blanck* Date: 3/12/13