

Branford Commission of Services for the Elderly

Laurie Rockwell – Chair
Anita Visentin Perito – Vice Chair

Patricia Brownell
Susan Cosgrove Barnes

Dana Murphy
Luba Mebert Schmid

Meeting Minutes March 9, 2017

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TOWN CLERK'S OFFICE
BRANFORD, CONNECTICUT

- I. Call to Order
 - A. The meeting was called to order at 5:05 pm at the Branford Fire Department by Chair Laurie Rockwell.
 - B. Roll Call: Dana Murphy, Anita Visentin Perito, Laurie Rockwell, Patricia Brownell and Susan Cosgrove Barnes. Also in attendance: Dagmar Ridgway, Director and Nancy Cohen, Activities Coordinator. Absent: Luba Mebert Schmid.
- II. Approval of the Minutes
 - A. Correction to the Minutes of January 12, 2017, Section II c. i. Mastery of Aging training will begin on the 31st a total of 172 hours of Staff Time (not "472 hour of training needs") to be attended prior to rolling the program out to citizens.
 - B. Motion to Approve the Minutes as corrected by Susan Cosgrove Barnes, seconded by Dana Murphy. Vote to approve: Unanimous.
- III. Director's Report
 - A. Budget Review of the current fiscal year to date including discussion of the Repairs & Maintenance line item and the need to request a transfer from the Board of Finance from Contingency to cover repairs mandated by the DMV inspections required to register the recently purchased vehicles in the Town's name. Motion to "approve a request for a transfer from Contingency to R & M account in the amount of \$3,680.00" made by Anita Visentin Perito, seconded by Patricia Brownell and approved unanimously.
 - B. New Tables and Chairs have arrived.
 - C. Other Expense Accounts are tracking where they should be.
 - D. Medical Transport – Donations are covering gasoline and repairs. Repair Expense for new vehicles is very low.
 - E. At this time, the Director does not anticipate requesting additional Budget Transfers.
 - F. The Statistics regarding Attendance were addressed. Nothing unusual to report.
 - G. 2017/18 Budget – Individual line items were addressed, including the necessity for a Full Time Intake Position as opposed to the Part Time Intake Position due to the tremendous increase in need. A lengthy discussion ensued regarding the benefits of this staff position and Dagmar's efforts to make it happen. While most line items in the budget are remaining constant, there is a need for the Employment Testing line item to be increased due to the Town's purchase of busses and State Mandated Drug Testing and CDL Physical Requirements of CDL Drivers. While busses were leased drug testing was paid for by GNHTD. Director Ridgway has pursued options to get the best pricing available suggesting participation in CCM's (CT Conference of Municipalities) Drug Consortium program. The change is reflected in the 2018 budget request.
 - H. Capital Accounts were discussed. Various questions were posed and answered.

- I. Motion by Dana Murphy to "Approve the Proposed 17-18 Budget as presented with a Full Time Intake Position", seconded by Susan Cosgrove Barnes. Vote: Unanimous.
- J. Going out to Bid for a New Subaru Forester in the next week or so. Sticking with that vehicle. Great reviews. Positive feedback. Funds are in the Capital Budget.
- K. Aging Mastery Program "Get Amped!" was discussed at length. Director Ridgway is very pleased that Branford is one of ten selected to participate in CT's Pilot Program, which enabled the Center to make it available to more participants and with reduced costs. Thanks were given to the Branford Community Foundation for a \$5000 grant to purchase & participate in AMP. It is a series of 10, 1.5 hour classes and she encourages everyone to inquire and complete an application to participate. Limited to 20 participants, another 10 week session will be held in the fall marketing participation by Baby-Boomers and those age 50+ that are still working. "Small changes have big impacts!"
- L. Still interviewing for the Part Time Intake Position. Part Time can be difficult to fill.
- M. Alex Palluzzi (Director of Parks and Recreation) and Director Ridgway have been appointed temporary members of the Building Commission for the new facility.
- IV. Social Services – Director Ridgway presented Marlowe Ioime's (Assistant Director) Report - regarding Energy Assistance Applications (485 completed to date) and expecting to assist upwards of 700 families this season. A very time-consuming process with Applicants. State deadline for Deliverables (Oil, Kerosene, Propane) has been extended from 3/15 to 3/31 to apply for benefits. SNAP and MSP's have been steady and providing a great benefit to people. Concerns regarding subsidized housing for the aging population. People inquiring are quite shocked by the extensive waitlist. Discussion involving Federal Programs and Housing complexes in Branford followed.
- V. Programming/Activities – Activity Coordinator Nancy Cohen remarked that all is going well and the weather has been cooperating. Very successful Meditation Series that may get added in to regular programming once a month.
- VI. Comment Box – Anita Visentin Perito addressed numerous comments in the box: disposable covers for the toilets, higher toilets, too warm in the Zumba class, light glaring from upper windows during the movie, handicap parking, tight parking spaces, various requests for items to be put in the monthly Newsletter, "Can we go to the movie for free and not have the lunch?" and the answer is Yes. Director Ridgway stressed that issues and concerns can always be brought to the staff to be promptly addressed.
- VII. Citizens Comments – Jean Cherni posed several questions to the Commission regarding the Comment Box, Center Hours, access to the Newsletter and admitting members from other towns. Lee Hall addressed the Commission regarding Picture ID's, Federal Funding, and members from other communities.
- VIII. A motion to Adjourn at 6:10 was made by Susan Cosgrove Barnes, seconded by Anita Visentin Perito and was followed by a unanimous vote to approve.
- IX. The next meeting is scheduled for May 11, 2017.

Respectfully Submitted by

Doreen F. Denhardt, Commission Clerk