



COMMISSION ON AGING

Clifford J. Hurgin Municipal Center, 1 School Street
Bethel, Connecticut 06801 Telephone: (203) 792-3048

The meeting of the Commission on Aging for September 8, 2014 was called to order at 2:34 p.m. by Chairman Al Barney.

Members present: Commissioners Al Barney, Mary Menti, Barbara Negri, Judy Novachek, Kay Visconti and Municipal Agent/Director Lisa Plumb.

Minutes from the meeting of May 12, 2014: Distributed. A motion to accept the report was made by Commissioner Visconti with the following amendment: Regarding the announcement by Director Plumb about the annual picnic being for Bethel residents only, she stated, "That was what I was told was the policy last year but in our conversation we said that we weren't going to do that in the future because people that are supporting us with going on trips and coming to our classes would be eliminated from the picnic." The motion was seconded by Commissioner Negri. All were in favor.

Municipal Agent's Report: Distributed by Municipal Agent Lisa Plumb. A motion to accept the report as read was made by Chairman Barney and seconded by Treasurer Novachek. All were in favor.

Director's Report: Distributed by Director Lisa Plumb. A motion to accept the report as read was made by Treasurer Novachek and seconded by Commissioner Menti. All were in favor.

Treasurer's Report: Distributed by Treasurer Novachek. A motion to accept the report was made by Chairman Barney and seconded by Commissioner Visconti. All were in favor.

Old Business: Commissioner Visconti inquired about the search for a new tap dance instructor. Director Plumb stated that she is still looking for one.

- Commissioner Visconti asked if Director Plumb has heard anything about the space (file room) vacated by the Visiting Nurse's Association. She stated that the room has been slated for an office for her and John Sarver. Renovation of the room was started last year but it had to be stopped due to budget restrictions. It is considered an ongoing plan. There is other space that Director Plumb is looking into also.

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TOWN CLERK

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New Business: Director Plumb stated that she has one or two people coming in per week asking about senior housing. She said that she would like to have a brochure to hand out to them. Treasurer Novachek asked if Reynolds Ridge or Bishop Curtis have brochures available. That was undetermined. Director Plumb is considering putting one together herself. Treasurer Novachek suggested that it would be a good project for highschool or college students.

- Director Plumb stated that the activity room has been painted and the kitchen floor has been redone.

- A discussion regarding the upcoming holiday party at Cappellaro's Grove planned for December 12 ensued. Director Plumb stated that food prices, etc. have increased substantially and the Senior Center is losing money each time that they have a party. She requested that the Friends of Bethel Seniors supplement the cost of the holiday party. Chairman Barney asked her to submit that request to the Friends of Bethel Seniors for review.

- Director Plumb stated that because of a hostile incident involving one of the Senior Center members in July, she spoke with First Selectman Knickerbocker. It was determined that a policy and procedure book is needed as soon as possible. Director Plumb presented a draft of the book she has prepared to the Commission on Aging for review. Some changes were suggested.

Miscellaneous (Good of the Order): None.

The meeting was adjourned at 4:20 p.m. Next scheduled meeting is 2:30 p.m. on **Tuesday, October 14, 2014.**

Respectfully submitted,



Kay H. Visconti
Secretary, Commission on Aging

BETHEL SENIOR CENTER

Clifford J. Hurgin Municipal Center
1 School Street, Bethel, CT. 06801
Telephone: 203-792-3048; Fax: 203-744-3812

Commission on Aging - Senior Center Director's Report

9-8-14

OLD BUSINESS

All trips at the BSC have been sold out and have waiting lists.

The BSC is doing a collaborative trip with the Bethel High School group that teaches Information Technology classes to the seniors. The trip is to the Big E Sept. 16. This trip was suggested by the IT Supervisor at the high school.

Our Lunch & Learn programs have been very successful also selling out of each session. The members have found the presenters to be both informative and interesting. We had 8 presentation this summer.

The BBQ's seemed to be enjoyed by most members. The first BBQ was held outdoors in the parking lot. It was a hot day and some members opposed to the heat. The second BBQ was held on a day it was predicted to be 90 degrees outdoors so it was planned in the cafeteria. We had a Hawaiian Luau theme, live entertainer who sang luau-type music and served food with a luau theme. We had positive feedback on both BBQ's that people enjoyed them and requested to have them more often.

NEW BUSINESS

The budget for the new fiscal year was approved by the town vote in July 2014.

Lisa spoke with Matt Knickerbocker, First Selectman, and discussed being short staffed when staff is on vacation or attend trips. It was decided to allow a "floater" to be hired as a fill in staff person when staff is unavailable to work their shift. The Assistant and two Aides will have priority to pick up additional hours and the new floater would fill in a staff position when another staff is not available. The person hired as a floater is Haleigh Wooters who has been working as a volunteer since the Spring.

A flagpole and flag have been ordered as requested by the Friends of the Bethel Seniors from the American Pride store in town. It is expected to be arrive in a few weeks.

A Halloween party is planned at the Senior Center for Oct. 31.

A Veteran's Breakfast is planned for November 7.

A Holiday party is planned for December 12.

The party will be at Michael's at the Grove, formerly Cappellaro's Grove. The party will be held from 12 to 4 pm. The cost is \$23./person. Lisa will request that the Friends of the Bethel Seniors supplement the cost.

The Holiday Fair is scheduled for Nov. 14 & 15.

The movies have been growing in popularity. We have had as many as 28 members for a Monday matinee. We will soon need to show the movies in a larger room/area.

Bill Caron will come in to speak about the Open Enrollment period (Medicare) October 10.

The Senior Center is collecting recipes for a cookbook that will be compiled as a fundraiser for the Senior Center.

A new Caregiver course is being offered at the Senior Center led by Maureen Decker. We have many telephone calls on this issue and it seems to be a need in the community. Maureen has experience leading similar groups.

The staff is meeting discussing trips and travel opportunities for next year compiling the Annual Trip calendar. The group met with two tour Directors and has received several travel brochures and catalogs.

We had an incident in July with a member who was upset when asked to move his card game from the Activity Room to the library. Signs had been posted for a week in advance, however he misunderstood the sign. He was quick to argue with the Director and the situation quickly escalated to a hostile situation where he was threatening and insulting. The Bethel Police were called and he was banned from the Senior Center for the next 30 days. He sat in his car in the parking lot each day for 4-5 hours. The Bethel Police did routine checks daily at the Senior Center per request of the Director. He returned on September 2 and his behavior has been appropriate to date. His behavior is however, unpredictable and impulsive. The staff have been advised by Administration and the Bethel Police how to handle the situation.

The BSC has a new procedure for loaning equipment to the public. The person requesting an item completes a waiver that has their name and address. The person donating an item also completes a form that has their name and address. A thank you note is sent out for all donations which would allow the person donating to use for tax purposes.

The group that did a community service project at the Senior Center last year and renovated our cafeteria has inquired about doing another project this year. One of the employees from the engineering firm met with Lisa Plumb two weeks ago and took some photographs of rooms at the Senior Center to renovate.

The Senior Information Fair is being planned for the Spring 2015. This is an event that would have various vendors featuring products or information that would benefit the aging population. It would also feature guest speakers. The last fair featured speakers from Medicare, Veteran's Benefits, and a local attorney (living wills) and a local funeral home.

We have had an increase in membership over the summer. Some new members are from Redding. Redding recently changed their policies and several members were upset with their new policies and procedures. The Director from Redding recently telephoned Lisa Plumb who discussed both our policies and procedure to collect money for classes which seems to be the major concern for their senior center.

Lisa Plumb completed the new Policy and Procedure manual for the Senior Center. The manual will be presented to the Commission on Aging for review and approval and the Board of Selectman for approval. Matt Knickerbocker, First Selectman has been given a copy.

The floor in the Activity Room was replaced during the summer.

VOLUNTEERS

1 adult volunteer over the summer.

Several members volunteer in various capacities and for different functions.

ACCIDENTS / INCIDENTS

Incident: July 1 - 1 incident involving a male senior center member who was mentioned in this report. He was banned from the Senior Center for one month. The First Selectman, Bethel Police and Commissioner on Aging were notified. The Bethel Police supported the Senior Center by making routine rounds all summer to assure the senior center was safe.

3 reported accidents over the summer:

- 1 fall, 1 injury to finger from scissors, 1 bruised finger + injury to leg.
- 1 ambulance call.
- 1 senior center member transported to the Danbury Hospital emergency room by staff to the emergency room.



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Municipal Agent Report

There has been several inquiries over the summer regarding senior housing. Several handouts were given out to both family members and senior citizens in our community. Lisa Plumb would like to have a handout published that is readily available and professionally printed.

Many senior citizens have requested information on the SNAP program and assistance programs.

We have had two senior citizens both explain they did not complete their redetermination letter for assistance programs and were discontinued from the program. The Senior Center is considering planning a program that will explain the process to our members.

The BSC has a new procedure for loaning equipment to the public. The person requesting an item completes a waiver that has their name and address. The person donating an item also completes a form that has their name and address. A thank you note is sent out for all donations which would allow the person donating to use for tax purposes.

Bill Caron is scheduled to do a Lunch & Learn program at the Senior Center to discuss the Medicare Open Enrollment period in October.

Lisa Plumb