



# 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 December 8, 2014 was called to order at 2:35 p.m. by Chairman Al Barney.

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

**Minutes from the meeting of November 10, 2014:** Distributed. A motion to accept the report was made by Treasurer Novachek and 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 Treasurer Novachek and seconded by Commissioner Negri. 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 Judy Novachek. A motion to accept the report was made by Chairman Barney and seconded by Commissioner Visconti.

**Old Business:** A discussion ensued about the need for more space after Chairman Barney asked Director Plumb how "wearing the two hats" of Municipal Agent and Director was going. Director Plumb indicated that it is much busier in the office now. Treasurer Novachek noted that Director Plumb is doing a lot of work as Municipal Agent.

Director Plumb stated that she met with First Selectman Knickerbocker about the need for a vehicle for the Senior Center because she is getting a lot of calls from seniors asking for transportation to doctor's appointments, hospitals, etc. She would also use the vehicle (preferably a van) for recreational purposes. Treasurer Novachek stated that a van would be a budget item. Director Plumb said that she will be doing more investigation regarding the van. She also spoke with First Selectman Knickerbocker about possibly redesigning the office space or adding the additional space of the garage. Another thing she discussed with the First Selectman was the outdoor signs needed. He stated that he would look into the matter. Treasurer Novachek stated that we have to work on making the parking lot safer. The entrance and exits should be one way in and one way out.

- Director Plumb stated that the Policy and Procedures booklet has been approved.

RECEIVED

2014 DEC 10 A 11:45

TOWN OF BETHEL  
TOWN CLERK

**Page Two of Two**

**New Business:**

- The 2015 Annual Meeting Schedule was distributed and posted by the Recording Secretary.
- Director Plumb stated that the newsletter mailings will be updated. Anyone wanting to receive a newsletter must be a registered member. She said now that we are on line, people will have that option available also.
- Regarding the upcoming budget, Director Plumb stated that the office space and signs will be incorporated into the budget. She would also like a laptop for the Municipal Agent work.

**Miscellaneous (Good of the Order):** None.

The meeting was adjourned at 3:15 p.m. Next scheduled meeting is 2:30 p.m. on **Monday, January 12, 2015.**

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  
Bethel Senior Center Director's Report  
12-8-14

## OLD BUSINESS

We had our first Men's Club breakfast. We had 7 men participate.

The Craft Fair was a success with a small profit over last year's fair. The staff evaluated the fair and gave an evaluation form to the Friends of the Bethel Seniors to evaluate the fair. This will allow us to determine how to make improvements for the upcoming fair.

Two estimates were received for the room renovation from electricians. Four calls were placed to electricians that came in to give us an estimate but have not submitted a quote. Two new electricians have been called to give us an estimate. The engineer from Triumph, the company that is willing to do the renovation for us, came in to the BSC to measure the room.

## NEW BUSINESS

A new Communication Board is installed near the elevator/back doors of the Senior Center. This is a place to post the multiple flyers that people bring in and ask to display.

The Bethel Police Department gave a presentation at the BSC. Their presentation was to announce upcoming tours of the old Police Station and introduce blueprints and a plan for the new Police Station. They did this to encourage the seniors to vote at the upcoming referendum. The staff held their first Volunteer meeting with members of the Senior Center. Three people showed up at the meeting and several members expressed interest but were unable to attend the meeting.

Maureen entered 80 new members into the computer. This membership was from September -the first week of December 2014.

Are programs are full and the staff continue to give tours weekly.

The staff is working on a project to compare the membership list with the newsletter list.

We will only be sending newsletters to registered members in an effort to reduce costs. This should help us determine that all those who receive a newsletter are registered members. If people call to receive a newsletter that have not received it we will ask them to complete a membership form.

The Coat Drive is continuing until January 1, 2015. We have had quite a few donations and a number of people have taken the coats.

The staff is working on the budget for the upcoming fiscal year and the Capital Plan for the next 10 years.

## VOLUNTEERS

2 regular volunteers: 1 adult; 1 student with a Job Coach.

Respectfully submitted,



Lisa Plumb

Bethel Senior Center Director

# **BETHEL SENIOR CENTER**

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

## **Municipal Agent Report 12-8-14**

Lisa Plumb met with a woman who needs assistance filling out forms for redetermination.  
Lisa also met with a woman who needs assistance with housing, bills, and organization.  
Lisa had two appointments to meet with residents regarding assistance programs.  
One telephone call requesting rides for elderly to Doctor's appointments.

Respectfully submitted,



Lisa Plumb  
Municipal Agent