



# 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 January 12, 2015 was cancelled due to inclement weather.

A special meeting of the Commission on Aging for January 16, 2015 was called to order at 2:35 p.m. by Chairman Al Barney.

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

**Minutes from the meeting of December 8, 2014:** Distributed. A motion to accept the report was made by Commissioner Negri and seconded by Commissioner Menti. 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 Commissioner Visconti. All were in favor.

A discussion followed and it was noted that there has been a decrease in medical equipment donations to Kathy's Corner and some people who have needed it have been turned away. Director Plumb will continue to ask for donations through the Bethel Senior Center Newsletter. Shower chairs are much in demand.

**Director's Report:** Distributed by Director Lisa Plumb. A motion to accept the report as read was made by Commissioner Visconti and seconded by Chairman Barney. All were in favor.

A discussion followed. Director Plumb was very enthusiastic about the planned Art Room conversion project. The electrician chosen from the four bids submitted will begin work on January 20, 2015. The work is estimated to be completed in approximately one month. Director Plumb will ask The Friends of Bethel Seniors (FBS) for help to pay for new carpeting in that room. Chairman Barney stated that she should give a presentation at the next FBS meeting which will be February 9, 2015. Director Plumb said that Treasurer Novachek suggested a fund raiser for the money needed.

RECEIVED

2015 JAN 21 A 11: 26

TOWN OF BETHEL  
TOWN CLERK

**Page Two of Two**

A discussion about fund raisers ensued. The suggestions were a fashion show, a variety show, a Bingo evening or weekend party, a card party and a cookbook (which members are submitting recipes for currently). It was noted by Chairman Barney that a sub-committee has been formed by the FBS to get ideas for fund raisers.

Director Plumb announced that she will be having the Senior Information Fair in June.

**Treasurer's Report:** Distributed by Chairman Barney in lieu of Treasurer Judy Novachek's absence. A motion to accept the report was made by Commissioner Negri and seconded by Commissioner Menti.

The meeting was adjourned at 3:35 p.m. by Chairman Barney. Next scheduled meeting is 2:30 p.m. on **Monday, February 9, 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 Municipal Agent Report  
1-12-15

Continued follow up with a Bethel resident who is confused and residing independently at home. Recommendations to the Protective Services for the Elderly has confirmed this woman has a case worker through the Department of Social Services. She was recently signed up for Meals on Wheels, Companions and Homemakers, CCCI, and has had an oil delivery.

Continued telephone calls for housing referrals.

There has been a decrease in donations for medical equipment that is loaned out. There has been a request for donations in the newsletter and on the Comcast community service tv station. Some people have been in to borrow equipment, however some people have been turned away because items requested are not available.

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

Commission on Aging  
Bethel Senior Center Director's Report  
1-12-15

## **OLD BUSINESS**

The Men's Club Breakfast has been cancelled the past two months due to weather and the Senior Center having a delayed opening.

Four electricians have given bids for the work that needs to be done in the Art Room. One electrician was chosen and visited the BSC again to get additional measurements. The electrician met with the Information Technology Director as well as the Maintenance Director who both stated they would be available on the days the electrician will begin work on January 20, 2015. The work is estimated to be complete on the following day, January 21, 2015. The Triumph Actuation Systems, Inc. team will be in to begin renovating the room on Monday, January 26, 2015. The Art Room will be changed into a Library with new paint, custom shelving, countertops for computers and a new sink/counter that will be used for a coffee station. The work is estimated to take approximately 1 month and should be complete by March 1, 2015. The old Library will then become an all purpose room.

The project Maureen has been working on to combine the newsletter list with the membership roster is complete. Newsletters will only be sent to members of the BSC. This will eliminate approximately 800 names from the current newsletter list. This project has been done in an effort to make the newsletter list as accurate as possible and not to receive return newsletters monthly which the BSC has to pay for which means they are paying for postage twice, to send and the return fee. This project will eliminate people who are receiving newsletters who may not necessarily want to receive the newsletter, people who have moved, or people who have passed away. Finally, the newsletter list and the membership roster will be combined to make one list that is accurate and easily accessible. This project has been time consuming taking weeks to complete, however will make the data entry process for membership and those we send the newsletter to and the recordkeeping in the office more accurate and accessible.

The Coat Drive has ended and the remaining coats have been delivered to Good Will. Several members and members of the community have taken advantage of this community service.

Lisa spoke to the First Selectman regarding the closet that the Boy Scouts are using in the Senior Center. The Senior Center will have access to this closet at the end of the school year at which time the Boy Scouts will clean out the closet.

New volunteers that are members of the BSC will decorate the monthly bulletin boards in the hallway beginning this month. This has been one job that is being done as a result of the new volunteer committee that has been formed.

The staff has been working on a budget for the upcoming fiscal year. The budget will be completed next week and sent to the Comptroller for approval.

### **NEW BUSINESS**

The Holiday party at the Michaels at the Grove was a success. People that attended commented on how much they enjoyed being out at a nice banquet hall. There were games prior to the dinner which made people laugh and socialize together. The food was good. Feedback on the party has been all positive.

The staff has done statistics on programs preparing for the budget meetings. The findings show that there is an average of 1965 participants monthly (up to 2300 per month), however, some people may attend multiple programs. The increase in our attendance and participation in programs has been a burden for the staff with the number of staff working and part time hours. We will be suggesting an increase in staff hours to accommodate this increase in membership in the new fiscal budget. The increase in the membership has increased the volume of people who come through the office; increased the tours given in a month; increased the number of telephone calls received; increased the paperwork, recordkeeping, and data entry; increased the money collected, counted and sent to the finance office; increased the lunch preparation and serving; and increased the program planning to satisfy needs of new members.

### **ACCIDENTS**

1 accident outside of the building entering the outside door to the senior center. The person did not lift their foot high enough and fell into the door injuring their head and knee. The person did go for x-rays and did not require additional medical attention.

### **VOLUNTEERS**

2 community service volunteers, 1 is a student.  
Two new BSC member volunteers.

Respectfully submitted,

Lisa Plumb  
Bethel Senior Center Director