

**TOWN OF SHEFFIELD
COUNCIL ON AGING
SEPTEMBER 21, 2012
SENIOR CENTER
9:15 AM**

Members Present: Jeff Browne, Chairman
Kathy Staropoli, Vice Chairman
Richard Magenis, Secretary
Anne Hyatt, Treasurer
Michelle Harwood
Helen Johnston
Dawn Massini
Carol Sica

Janet Stanton
Dorris Van Deusen
Gail Ullman

Others Present: John Arthur Miller, Senior Center Director
Rhonda LaBombard, Town Administrator
Jennifer Goewey, Recording Clerk

Jeff Browne called the meeting to order at 9:20 am.

APPROVAL OF MINUTES:

Kathy Staropoli moved to approve the minutes from the August 17, 2012 meeting as amended, seconded by Dorris VanDeusen. The motion carried unanimously.

EXPENSE REPORT:

Treasurer Ann Hyatt gave the Treasurer's report. Dorris VanDeusen moved to approve the Treasurer's report as submitted, seconded by Michelle Harwood. The motion carried unanimously.

John Arthur Miller gave a budget and state formula grant update. Richard Magenis moved to approve the budget and state formula grant reports as submitted, seconded by Dawn Massini. The motion carried unanimously.

DIRECTOR REPORT:

John Arthur Miller announced that Assistant Senior Center Director Barbara Fletcher will be retiring effective October 10, 2012. Mr. Miller stated that there will be a write up in the newsletter and a luncheon in her honor is being planned for October 9, 2012 at 12 pm.

John Arthur Miller welcomed Helen Johnston to the Board.

John Arthur Miller stated that the Sheffield in Celebration was a great collaborative event with the Council on Aging working with the Friends of the Senior Center.

John Arthur Miller gave the Council copies of an overview regarding Council on Ageing.

John Arthur Miller met with the National Honor Society from Mt. Everett Regional High School. They are planning a "Sand Box Program". The students will be filling decorated buckets with sand the Meals on Wheels program will distribute the sand buckets.

John Arthur Miller stated there is a new librarian at Undermountain Elementary and they are collaborating on a reading program where Senior's will read to students on Tuesdays and Thursdays during lunch hour.

John Arthur Miller stated that the Meals on Wheels program is growing. It is currently up to a 51 mile radius and there is a need for more drivers. Mr. Miller stated that this program is more than providing meals. Wellness checks are made including making sure the heat is on, and a short time to visit.

John Arthur Miller stated that outreach is happening more frequently and discussion ensued regarding the My Senior Center Program. Mr. Miller stated that he is receiving more support from volunteers to track information accurately.

John Arthur Miller thanked the Council on Aging, Friends of the Senior Center and the Board of Selectmen for the cooperation amongst them.

John Arthur Miller announced upcoming events including: Tuesday, October 9th, 2012 Willie Ninenger at 12 pm, Flu Clinic on October 11, 2012 from 9:30-11:00 am, a leaf peeping trip is planned for Friday, October 12, 2012 at 10:15 am, S.H.I.N.E Presentation on Monday, October 15, 2012 at 11:30 am and Velmans Personal Experience on Monday, October 22, 2012 at 11 am.

OLD BUSINESS:

Discussion ensued regarding the summary report of the surveys received and a copy of the summary was distributed. Chairman, Jeff Browne thanked Michelle Harwood for her extensive help with compiling the information from the surveys.

Discussion ensued regarding the committee formed to complete the Senior Center.

Discussion ensued regarding CTSB and the usage of their video recording equipment. Members of CTSB are able to borrow the equipment and will provide the appropriate training to operate the equipment.

Discussion ensued regarding a sign for the front of the Senior Center. Chairman Browne stated that he will consult with the Board of Selectmen and the Building Inspector.

Discussion ensued regarding the allowed usage of the Senior Center. *Helen Johnston moved that the Senior Center usage be limited to Town appointed boards and groups that directly benefits the Senior Center, seconded by Janet Stanton. The motion carried unanimously.*

NEW BUSINESS:

The Board welcomed Helen Johnston to the Board.

Discussion ensued regarding activities at the Senior Center. The survey showed a high interest in Lyme disease awareness and the West Nile virus. Other activity ideas are Zumba, yoga, foreign language and computer classes.

Discussion ensued regarding the lack of transportation for seniors to attend activities at the Senior Center.

Discussion ensued regarding coordinating with the culinary arts program at Mt. Everett Regional High School.

There is a need for coverage at the Senior Center on Monday, October 24, 2012 and Friday, October 28, 2012.

The next meeting will be on October 19, 2012 at 12:30 pm.

Richard Magenis moved to adjourn the meeting, seconded by Kathy Staropoli. The motion carried unanimously.

Chairman Browne adjourned the meeting at 10:15 am.

Respectfully submitted:

Jennifer Goewey
Recording Clerk