

ELDERLY COMMISSION

REGULAR MEETING MINUTES of FEBRUARY 7, 2013 OXFORD TOWN HALL

Call to Order

Chairman Walt Gadsby called the meeting to order at 9:34 A.M. and led the Pledge of Allegiance and a prayer.

Present- Secretary Jean Brown, Gerry Davino, Betty Andrews, Tom Giacchi, Pat Babbage, Director, and Fred Schaub who entered meeting at 9:44 A.M.

Absent- None

Amendment to the Agenda-None

Audience of Citizens- Ines Davino inquired what was being done with the craft room floor. She also thanked the Commission for subsidizing the Zumba class.

Review and Approval of Minutes

Motion by Gerry Davino to accept the minutes from the January 3, 2013 meeting. Seconded by Tom Giacchi. **Vote-all ayes.**

Correspondence-

Transportation Notice-Pat put an insert in Newsletter explaining transportation services.

Board of Finance meeting minutes from 12-17-12 regarding floater position.

Letter to Board of Selectmen regarding changing the title of Secretary to Vice Chairman.

Municipal Agents Report- Chairman Gadsby e-mailed everyone the March 2013 report.

Director's Report

Pat Babbage reviewed her report from 01/13.

Discussion followed on the folding doors which are not working again. Pat will put together a time-line of dates and services and she and Walt will decide what to do to resolve issue.

Discussion followed concerning My Senior Center program. Pat and Walt will meet with Bob Lee to see what he proposes.

MOTION was made by Fred Schaub to approve the Director's Report. Second by Betty Andrews. **Vote-all ayes.**

Budget Review

Pat Babbage reviewed The Appropriation Summary through 02/05/13.

Discussion followed concerning the Floater and Dispatcher/Driver positions. Walt checked with Joanne Pelton and said that the Floater position and Dispatcher/Driver job description had been approved at the Board of Selectmen meeting on 02/06/13. Pat can now advertise for the Driver/Dispatcher position.

'Driver's Wages' is high, waiting on grant money that gets deposited quarterly. 'Alarm System' high due to repairs that were needed. Will probably go over budget in 'Sidewalk Snow Removal'.

Chairman Gadsby reviewed the Special Activities Report as of 02/05/13. 'Trips' is in the negative because deposits need to be made all the way through August 2013. Question as to why there is \$645.00 in 'Instructors'. Probably goes back to the way the account was originally set up. Walt and Gerry will set up a time to meet with Jim Hliva to change Special Activities Account.

Discussed proposed budget for 2013-2014. Would like to have as many Commission members as possible at Board of Finance meeting to support the budget. Will be putting the publication of the Newsletter into 'Books and Publications'. Salary increases are determined by the Board of Finance. Added some funds to 'Computer Equipment' because we want to get a new computer for the front desk. 'Facilities Maintenance' doubled because we keep running out of money each year. Not sure how much BOF will give us.

Senior Center Matters

Security camera- Hoping Kathy O'Neil can find some money for it. Pat hasn't really had time to work on it.

Craft room floor- Pat likes the idea of carpet tiles, because they can be replaced easily if needed and they offer more cushioning. She received 2 quotes, \$3,035.00 from A Better Carpet and \$2,185.00 from See More Floors. Estimates include floor prep, scraping, base (moldings) and installation. Pat will ask A Better Carpet why there is a \$1,000.00 difference between the estimates. Crafters from the Senior Center will pick color.

Trip Sign Ups- Discussion followed concerning who signed up for trips and keeping track of who has paid for their trips. Pat has a plan for a new system to keep track of things. She will have a meeting with the receptionists.

Subsidized programs- Pat should use money to keep programs to a maximum cost of \$10.00.

Other Business-None.

Adjournment

MOTION by Jean Brown to adjourn the meeting at 11:25 A.M. Second by Fred Schaub.

VOTE –All ayes.

FILED SUBJECT TO APPROVAL

Respectfully submitted,



June McEnteer

Elderly Commission Clerk

13 FEB 14 PM 3:32
TOWN OF OXFORD, CT
Margaret A. West
TOWN CLERK