

## **ELDERLY COMMISSION**

### **REGULAR MEETING MINUTES of JUNE 4, 2013 OXFORD SENIOR CENTER**

#### **Call to Order**

Chairman Walt Gadsky called the meeting to order at 9:30 A.M. and led the Pledge of Allegiance and a prayer with a moment of silence for the victims of Oklahoma tornadoes.

Present- Secretary Jean Brown, Gerry Davino, Fred Schaub, Tom Giacchi, and Pat Babbage, Director.

Absent- Betty Andrews

**Amendment to the Agenda-** None

**Audience of Citizens-** None

#### **Review and Approval of Minutes**

**MOTION** by Gerry Davino to change the date of the minutes from April 4, 2013 to May 7, 2013 and have that reflected in the town records. Seconded by Jean Brown. **Vote-all ayes.** After last month's meeting, Chairman Gadsky and Gerry Davino looked over the 2013-2014 Budget and saw that the \$14,000.00 difference came out of Maintenance, Heating and line items of that nature.

#### **Correspondence**

Memo from Board of Selectmen's Office stating that at their meeting on 05-15-13, they awarded the Senior Center carpet project to 'See More Floors' with a bid of \$2,795.00

Minutes from the Board of Selectman's meeting on 05-15-13

Chairman Gadsky followed up on how long each of the carpet companies were in business.

**Municipal Agents Report-** Chairman Gadsky e-mailed everyone the July 2013 report.

#### **Director's Report**

Pat Babbage reviewed her report from 05/13. Pat made a correction to the cost of the bocce court from \$1,775.29 to \$1,834.41. She also stated that she has been asked to attend the next Board of Finance meeting to discuss the transfer of funds for the monthly newsletter. The 'Sidewalk Snow Removal' and 'Alarm System' transfers have been approved but are not reflected in the budget yet. **MOTION** was made by Fred Schaub to approve the Director's Report. Seconded by Jean Brown. **Vote-all ayes.**

### **Budget Review**

'Director's Wages' still does not have enough money to cover the last month of the fiscal year.

'Director's Wages' and 'Overtime Wages' have been put on hold per Jim Hliva.

Pat Babbage reviewed the Appropriation Summary through 05/31/13.

'Computer Equipment' and 'Supplies-Office' totals are incorrect. The cost of a new printer should have been taken out of 'Computer Equipment', not 'Supplies-Office'. Pat has spoken to Annie in Finance and 'Supplies-Office' will not be in the negative once it has been corrected.

'Heating' transfer has been put on hold per Jim Hliva.

'Alarm System' and 'Sidewalk Snow Removal' transfers from the contingency fund were approved but are not reflected in the budget yet.

'Programs-Regular' and 'Programs-Special' still seem to be under budget but Pat explained that there are still several programs coming up.

Chairman Gadsby reviewed the Special Activities Account as of 05/28/13. The 'Noah' trip still has not been paid for so that is why 'Trips' increased to \$14,594.46. Pat still has not received a consolidated report from Jim Hliva. Chairman Gadsby and Pat don't know how to get the Town's records to match the Elderly Commission records. Commission decided that for consistency, Pat should take money for subsidized lunches, newsletter, etc...from '9110 Fund Raising'. Chairman Gadsby will eliminate '9158 Transportation' line item since it is no longer being used. On future reports, the account numbers will be eliminated as these are now considered "Categories" since the accounts were consolidated.

### **Senior Center Matters**

Poker table tops- Gerry will get a quote from Encore Billiards and will get back to Commission.

Bocce court- Jeff Haney estimated the cost at \$2,000.00 and so far \$1,834.41 has been spent.

**Other Business-** Chairman Gadsby read the Elderly Commission Charter which did not state that the Elderly Commission was responsible for the maintenance of the Senior Center. The Commission will only discuss maintenance issues as informational and from now on, Pat should notify the Town concerning building problems.

### **Adjournment**

Chairman Gadsby thanked everyone for the great job they have been doing and wished everyone a safe, healthy and happy summer.

**MOTION** by Gerry Davino to adjourn the meeting at 10:45 A.M. Second by Tom Giacchi.

**VOTE –All ayes.**

FILED SUBJECT TO APPROVAL

Respectfully submitted,



June McEnteer

Elderly Commission Clerk

13 JUN 10 AM 11:49  
TOWN OF OXFORD, CT  
*Margaret A. West*  
TOWN CLERK