

Waterford Senior Citizens Commission Special Meeting

December 8, 2015

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Members Present: Carol Sanders, Kathleen McNamara, Alan Metivier, Joyce Vlaun,
Elizabeth Bresser, Ruth Auwood, & Dina Lopes

Staff Present: Sally Ritchie, Director of Senior Services
Ellen Fougere, Asst. Director

- I. Call to order: Chairlady Sanders called the Waterford Senior Citizens Commission Special Meeting of December 8, 2015 to order at 4:00 p.m.
- II. Establish a Quorum. A quorum was established.
- III. Public Comment. None.
- IV. Approval of the minutes of November 17, 2015. Ms. Sanders asked for additions, corrections or deletions to the November 17, 2015 Meeting Minutes.

MOTION: Motion made by Dina Lopes, seconded by Ruth Auwood to approve the Regular Meeting Minutes of November 17, 2015 as presented.

VOTE: 7-0 Motion Passed

- V. Correspondence. None
- VI. Review and consider for approval the FY' 17 Senior Citizens Commission Proposed Budget.

Discussion of the proposed Fiscal Year '17 budget included a request from Recreation and Parks to staff the Community Center front desk with a paid person for three hours a day; Monday through Friday. Discussion followed regarding volunteer staff provided by Senior Services, training, possible volunteers provided by Recreation and Parks. It was the sense of the commission that the request lacked sufficient back up and explanation to justify a paid position.

Other questions concerning the budget included the addition of smart phones for drivers to use for communication with the office and dispatch, and establishing and funding a replacement schedule for fitness equipment.

MOTION: Kathleen McNamara moved to approve the proposed Senior Citizens Budget for Fiscal Year 2016-2017 in the amount of \$543,535, plus or minus \$5,000. Seconded by Alan Metivier.

VOTE: 7-0 Motion Passed

VII. Consideration of the ACBL Duplicate Bridge Club Program.

Discussion about the position of Program Facilitator for the ACBL Duplicate Bridge Club Program. Direction must come from the Personnel Review Board. Program facilitator job description has not yet been reviewed by Human Resources. PRB meeting is scheduled for December 21, 2015. There is nothing to report regarding the hiring of an ACBL bridge facilitator. Discussion followed regarding fees and the location of the program.

MOTION: Motion made by Dina Lopes, seconded by Alan Metivier to set new fees for the ACBL Duplicate Bridge Club Program; \$5 for Waterford residents and \$7 for non-residents.

VOTE: 7-0 Motion Passed

MOTION: Motion made by Dina Lopes, seconded by Alan Metivier to set in place a policy that the weekly room location of the ACBL Duplicate Bridge Club Program may change depending on the room availability at the Community Center.

VOTE: 7-0 Motion Passed

VIII. Adjournment.

MOTION: Motion made by Dina Lopes, seconded by Joyce Vlaun to adjourn the December 8, 2015 Special Meeting of the Senior Citizens Commission at 4:51 p.m.

VOTE: 7-0

Respectfully submitted,
Donna F. Payne, Recording Secretary.