

15 MAY 26 PM 2:18

Members Present: Carol Sanders, Joyce Vlaun, Anita Collins,
Kathleen McNamara, Ruth Auwood, Dina
Lopes and Rev. James Johnson

TESTE: *Edward E. Conner*
TOWN CLERK

Absent: Elizabeth Bresser

Also Present: Sally Ritchie, Director of Senior Services
Ellen Fougere, Assistant Director of Senior Services
Sharon Palmer

I. Call to Order. Chairlady Sanders called the Waterford Senior Citizens Commission Regular Meeting of May 24, 2016 to order at 4:05 p.m.

II. Establish a Quorum. A quorum was established.

III. Public Comment. Sharon Palmer, who recently retired, expressed interest in the happenings at Senior Services.

IV. Approval of Minutes of the April 26, 2016.

MOTION: Ms. McNamara moved to approve the April 26, 2016 Regular Meeting Minutes, as presented. Seconded by Ms. Auwood. (7-0) Unanimous

V. Correspondence.

a. Letters of thanks dated May 20, 2016 from Ellen Fougere to New Horizons Bands of Southeast Connecticut for their performance at Senior Services' Older Americans Luncheon.

b. Letter from Deb Pezzello, Secretary to the Assistant Principal at Waterford High School, enclosing a donation to the Endowment Fund of \$119.00.

c. Notices from the Board of Finance on policies were reviewed.

VI. Committee Reports

a. Budget. The budget was given final approval by RTM. Fuels and Lubricant were reduced by \$2,500.00 due to improved pricing.

b. Nominating Committee. No Report

c. Transportation Sub-Committee. No report.

d. Planned Giving Sub-Committee.

1. Discussion followed concerning the Services Endowment Fund and options to take a distribution.

MOTION: Ms. McNamara moved to take a distribution from the Senior Services Endowment Fund in the amount of \$2,500. Seconded by Ms. Collins. (7-0) Unanimous

2. Consider and act on a recommendation from the Planned Giving Sub-Committee to set the age limit at 65 and older for individuals applying for emergency assistance.

MOTION: Rev. Johnson moved to set the age limit for individuals applying for assistance from the Senior Services Endowment Fund at 65 in order to align it with the Senior Citizens Commission's definition of a senior. Seconded by Ms. Lopes. (7-0) Unanimous

VII. Director/Assistant Director Report for May, 2016. See attached report.

VIII. New Business.

1. The Commission reviewed the year end balances of the Special Revenue Fund from 2010 to present.

MOTION: Ms. McNamara moved to transfer \$5,000 from the Senior Citizens Special Revenue Fund to the Senior Services Endowment Fund. Seconded by Ms. Vlaun. (7-0) Unanimous

2. The Commission then reviewed the planned Giving Sub-Committee's Guidelines for Distribution of Emergency Funds as well as the intake form.

IX. Other Business.

a. Update on Contractors/Employee designation for PRB review. Ms. Ritchie plans to give a report after the next Personnel Review Board Meeting.

MOTION: Ms. Collins moved to adjourn the May 24, 2016 Senior Citizens Commission Regular Meeting at 5:05 p.m. Seconded by Anita Collins. (7-0) Unanimous.

Respectfully submitted,

Francés Gherzi, Recording Secretary