

**COMMISSION ON AGING
MINUTES
MARCH 15, 2023**

Attending: Steven Katz, Presiding; Kip Burgweger; James Dougherty; Anne Marie Hynes (attending by Zoom); Heidi Nolte (attending by Zoom); Ellen Wolfson (attending by Zoom)
Staff: Lori Contadino.
Guests: Joe Greco (GREATS); Luigi Romano and Sheel Spina (Town of Greenwich).

Call To Order: The meeting was called to order at 8:35 a.m.

Minutes: Revised Minutes of the February, 2023 meeting were distributed prior to the meeting. The revised Minutes were approved.

Chairman's Report: S. Katz introduced Luigi Romano and Sheel Spina from the Town of Greenwich to report on the building and renovation project. Luigi reported that the Town reviews buildings using 9 key metrics including condition of different aspects of the building, function and accessibility. In 2001 - 2002 an exterior retrofit was done including a new roof with a 30 - 50 year expected life. Internal systems of the building are replaced and brought up to code as part of the phased renovation. Questions were raised on custodial service. At present the custodians service both the Senior Center and the Police/Fire safety facility. Other than opening and closing the building, the custodians spend most of the day in the Safety Facility and come to the Senior Center when called. Senior Center staff has to do minor clean ups and setting up of tables and chairs for programming. Luigi will review custodial needs with the head custodian and try to establish a schedule for on site service as dining and programming come back to full schedules. It was suggested that we ask the police department to do a security review of the Senior Center to recommend ways to increase security in the building. An environmental report was done on the area where we had concerns. The air was tested and the ceiling tiles and carpet were inspected. No issues were found. Luigi will meet with us again at the may meeting.

Dept. Of Human Services: E. Wolfson had no report.

Nathaniel Witherell: E. Wolfson had no report.

SWCAA: A. M. Hynes reported that SWCCA held a breakfast meeting at the Westport Senior Center. They have completed a successful audit and have positive working capital. They are looking to enhance SWCCA as an employer and provider of choice.

Arts Council: A. M. Hynes reported that case management is an ongoing problem due to a shortage of case managers especially at the pay rate offered. SWCAA has federal

funds to allocate to agencies in its 14 town service area. As part of the allocation process they receive proposals from agencies. An allocation committee then spends 6 to 8 weeks reviewing the proposals and doing on site visits to evaluate the projects and their goals.

Friends of
The Senior

Center: J. Dougherty reported that the Board met by Zoom on March 2. Meg McCauley Kaicher was elected as a new Board member and as Chair of the Board. Meg has an extensive background in organization and fund raising and will be a tremendous asset to the Board. She will be meeting individually with Board members over the next few weeks and after that the Board will meet again.

Executive
Director's
Report:

L. Contadino reported that the BET Budget Committee has approved a \$40,000 internal transfer to fund the lunch program through the end of the fiscal year at a reduced rate of 2 lunches a month. 6 shopping trips for seniors have been planned at a cost of \$5 per trip. We will use TAG for transportation. Members have been interviewed to provide testimonials on how the Senior Center and its programs have benefitted them. The testimonials will be used on the new website. The caregivers Circle will present 6 educational lectures at the Greenwich Library, one a month in the evening. The Chamber of Commerce has invited Lori and Steve to give a presentation to them. Jessica Buck has been hired as the new Program Specialist. She will begin her orientation next week. The application period for the Senior Center Administrator position has closed. The Town is reviewing the applications to see which applicants qualify and will be interviewed.

Share The
Fare:

L. Contadino reported that we had to recreate our Uber For Business account. She is looking to create a policy to present to the Commission on using Uber. She is meeting with TAG to discuss Call a Ride and how our members might use it to get to and from the Center.

Marketing: S. Katz and L. Contadino reported that the new website is being developed. Lori is reviewing policy statements that will appear on the website to see if the need updating. The testimonials are being reviewed to decide which to use on the website.

Renovation /
Building:

H. Nolte and L. Contadino reported that a traffic flow issue due to the size and location of the serving horseshoe area has been resolved by reshaping the serving area. The Town and the food service company were involved to make sure the configuration works for everyone. The POS system details are being finalized.

Next Meeting: The next meeting of the Commission will be at 8:30 on April 19, 2023.

Adjournment: The meeting was adjourned by the Chair at 10:00 a.m.

Respectfully submitted,

James B. Dougherty
Secretary