

## Senior Center Committee of Commission on Elder Affairs Notice/Agenda

The Senior Center Committee meeting will be held on:

**Tuesday January 9, 2024, at NOON via Microsoft Teams**

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### AGENDA

- I. Senior Center Committee Chair
  - a. Call to Order / Approval of minutes for Oct. 10 & Nov. 14, 2023
  - b. Confirm date and time of next meeting-February 13. 2024 at noon on Teams.
  
- II. Elder Affairs Staff Reports and Recommendations
  - A. Finances
    1. Public and Private Funding
    2. Program Allocations
    3. Leases
    4. Development
  
  - B. Operations
    1. Staffing
    2. Facility and Grounds
    3. Programs
    4. Reopening/Closing
  
- III. Public Comment (up to 2 minutes each)
- IV. Adjournment

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Report to the Commission on Elder Affairs  
Senior Center Committee Meeting - Nov. 14, 2023

Present: Richard Shea-Chair, Facely Henriquez, Noreen Shea, Patty Hainsworth, Amy Waters.

Richard called the meeting to order on TEAMS at 12:05 pm. Without a quorum the October minutes could not be approved. Richard confirmed the next meeting as January 9, 2024 on TEAMS and noted that the full Commission will begin meeting on TEAMS Nov. 27, 2023.

Amy reported the following: Funding is stable with over \$38,000 held in contingency and \$148,000 in roll over state funding; program allocations are stable; Wellness Works new downsized lease is in place; Developers continue to tour the vacant space; A Staff Assistant II/Senior Services Assistant position will be open at the end of the month due to Lindita Taka's resignation after 10 years of service-per Facely's question, Amy will send out the job posting when available; & work has started on an FY'25 request to regrade positions which will be shared with the committee per Richard's suggestion.

Patty reported on the following: The 15 hour/week Dementia Friendly Coordinator position has been offered and filled, to be started Nov. 27<sup>th</sup>; Currently in the process of hiring the 15 hour/week Program Assistant; a crane will be delivering the materials to replace the roof tomorrow; new carpets will be installed on the first floor on Saturday; a volunteer is assisting with native plants for the rain garden; next week is the large Thanksgiving event; tomorrow is a program about Robert Goddard as well as a classical piano concert; the veterans day event was excellent; December will be filled with holiday music, including a Cara Brindisi concert, and much more; a new bereavement support group has started with 4 members at the first meeting; and there will be a program about navigating grief in the holiday season.

Richard asked about support for seniors who may be overcome with grief and Patty replied that staff will provide assistance directly or link them with other professionals. Amy will inquire about the parking lot's solar panels electricity production per Richard's request.

The meeting adjourned at 12:35 pm.

REPORT TO THE COMMISSION ON ELDER AFFAIRS  
Senior Center Committee Meeting October 10, 2023

Present: Richard Shea-Chair, Fran Langille, Kathan Horne, Facely Henriquez, Patty Hainsworth, Amy Waters.

Richard called the meeting to order on TEAMS at 12:06 pm. The minutes of the Sept. 12<sup>th</sup> meeting were approved (m/s/a). The next meeting was confirmed for Nov. 14<sup>th</sup> at noon on TEAMS.

Amy reported that public and private funding is stable and she reviewed two needed allocations from contingency funds which the Committee voted to approve: An additional \$5,000 is allocated to purchase a combi unit for the kitchen for a total of approximately \$20,000; and \$9,190 is allocated to replace the carpet on the first floor. (m/s/a)

Also discussed was the request of one tenant to downsize. The committee voted to authorize Amy to negotiate with the tenant for a move to a smaller office at an agreed upon rental amount. (m/s/a)

Patty and Amy discussed the hiring process for the two 15 hour/week temporary positions, as well as the intrusion which took place last week which was addressed by increasing security alarm sensor capability. Patty noted that a new "stepper" will be delivered to the gym tomorrow and she described Oct. and Nov. programs including: "Not Just a Jail," Honest Aging, Folk Music, Beginner's Osteoporosis Prevention, Better Breathers, Bereavement Support Group, Veterans and Thanksgiving events, Fruitcake alternatives, Robert Goddard talk, and a craft fair. Kathan volunteered to serve Thanksgiving lunch.

The meeting adjourned at 12:47 p.m. (m/s/a)