

**Milford Council on Aging Board Meeting Minutes
February 9, 2009**

Members present: Phil Caporusso, Cynthia DeLuca, Dick Dowin, Lillian Holmes, Mike Petrucelli, Shirley Serrano, and Joyce Elwell.

Absent: Terri Amann

Excused: Karen Craig

Also in attendance were Janice Jackson, other staff members of the Senior Center, and Aldermanic Liaisons, Judith Toohey and Phil Vetro.

Chair Lillian Holmes called the meeting to order at 5:30 p.m. and entertained a motion to adopt the minutes of January 12th. The motion was seconded by Cynthia DeLuca.

Lillian reported the receipt of a thank you card from Shirley Serrano regarding the fruit basket sent by the Board due to her husband's passing.

Treasurer's Report:

Treasurer Mike Petrucelli gave his report. Janice Jackson noted the installation of the new server. Lillian called for any questions from the board for Mike or Ellie pertinent to the budget. Having heard none she asked for a motion to refer the report to the Finance Committee which was so offered and seconded

Committee Reports:

Personnel Committee: Chairman Cynthia DeLuca stated that there had been no meeting. Finance Committee: Chairman Shirley Serrano also reported there had been no meeting.

Old Business:

Mike Petrucelli inquired as to the status of the drainage project. Janice explained that Sly Moura, Superintendent of Building Maintenance, asked that signs be posted on doors leading to the sidewalk on High Street because of the construction. Phil Caporusso asked whether the landscaping damage caused by the project would be repaired. Janice stated that she had not received any information from the Mayor concerning provisions for damage to landscaping but she will inquire about it.

Lillian inquired as to the state of the Center's domain name. Janice reported that Larry Walker, of Webworks owns the domain name. Jeff Grande, of The Business Network Group and Larry Walker are working on developing a new website. There was a brief discussion regarding the contract between Larry and the Senior Center.

Mike Petrucelli inquired as to the status of the drainage project and carpet removal. Janice discussed that the Mayor informed her that the cost of the drainage project was \$800,000.00 which included the cost of replacing the old carpet with new tile.

Shirley Serrano questioned the members of the program department concerning starting a few new classes. Mary Steinmetz, Program Director responded that an Art class, a Pilates class and an Osteoporosis class will start in April.

Lillian Holmes asked if there were any further items of discussion or questions regarding Old Business and having heard none asked the Executive Director for her report.

Executive Director's Report:

Janice Jackson announced that a bake sale will be conducted on February 19th at the Senior Center by the staff. Mary Steinmetz explained that the sale was for the purpose of raising money for shirts for the Wii bowling team. The staff welcomed any donations to the bake sale from the board members.

The Milford Harbor Duck Race Committee has inquired as to whether they could sell their ducks at the Center. Shirley Serrano mentioned that permission should be obtained from the City to use the premises to sell the ducks.

Lillian Holmes asked Janice to check with the City Attorney's office as to whether allowing the sale in the Center is a permissible practice.

Janice noted her receipt of notice that the on-call driver applied for unemployment. She called the Labor Department and was informed that if an on-call driver is not utilized he/she can in fact be considered to be laid off and may be eligible for unemployment benefits. Anne-Marie Ventimiglia, Transportation Supervisor discussed the utilization of and need for an on-call driver. Availability of the driver was discussed and Phil Caporusso noted that the per diem driver was not laid off due to the fact that the Center intended to continue to call the on-call driver as a backup when the Transportation Department needed the individual. Janice reiterated that she was informed by the Labor Department that having hired per diem and having not called the driver for a period of time, he or she would be considered eligible for unemployment.

Janice explained she spoke to the Police Department regarding the traffic problem in the parking lot due to the construction company using a portion of the lot for their materials and equipment. She was informed that the Police Department could not provide a police officer to oversee the parking lot. She was informed, however that the Center could hire a policeman for approximately \$43.00 an hour.

New Business:

Lillian asked for items of new business or any other business. Having heard none she then entertained a motion to adjourn. Mike Petrucelli so moved and Cynthia DeLuca seconded the motion.

The meeting adjourned at 6:15 p.m.

Respectfully submitted,

Joyce Elwell
Secretary, Milford Council on Aging Board of Directors