

**Milford Council on Aging Board Meeting Minutes  
April 12, 2010**

**Members Present:** Terri Amann, Cynthia DeLuca, Dick Dowin, Joyce Elwell, Lillian Holmes, Connie Jagodzinski and Mike Petrucelli.

**Members Absent:** Shirley Serrano and Phil Caporusso

**Aldermanic Liaisons:** Phil Vetro and Pam Staneski were present

Also in attendance were Janice Jackson and other staff members of the Milford Senior Center.

Chairman Lillian Holmes called the meeting to order at 5:30 p.m. Chair entertained a motion for adoption of the March 8<sup>th</sup> minutes. Mike Petrucelli made a motion seconded by Terri Amann, vote adopted unanimously.

**Chairman's Report:** Chairman Lillian Holmes reported that the adoption of an audit committee could not be done without inclusion in the By-Laws. She will appoint a committee to amend the By-Laws describing the audit committee. Joyce Elwell and Connie Jagodzinski volunteered to draft \_\_\_\_\_?

April 21 budget hearing scheduled at City Hall. Commended two members of staff, Geri Dichkewich and Janice Jackson. Geri is being honored by United Way of Milford. A Sacred Heart University professor was pleased with our student intern's progress and asked Janice to supervise another social work student intern in the fall.

**Correspondence:**

A thank you letter from Shirley Serrano for a fruit basket sent after the death of her son-in-law. Article on cell phones in the Milford Mirror. "Cell phones help seniors and soldiers." Also an article in the Milford Mirror about Charles Alderson from the Ahrens Program overcoming disabilities. Thank you letter from Lou Elmo to Mary Steinmetz, Program Director. There was an article in the Milford Living Magazine regarding two seniors that mentor at Meadowside School. There was a letter from Milford Health Department regarding the cost of the flu shots for October 2010.

**Treasurer's Report:**

Mike Petrucelli gave his report. Lillian Holmes inquired as to the equipment repair line item being circled? Lillian asked Mike to entertain any questions from the board? Mike Petrucelli stated there had been a negative total expense of \$22,000.00. Mary Allen differentiated between actual and budget amounts. Actual net income of \$1,155.00 at this time. She stated there are some large bills coming forth next month.

Lillian asked for any other questions of the Treasurer? Cynthia DeLuca asked whether Food Bank line item should be reduced by providing better communication regarding the resources at a time when people need so much help.

Lillian Holmes commented she saw three families helped by the “Clothes Closet” last week and she contemplated providing contacts regarding the food and resources available in the food bank.

Joyce Elwell commented that many elderly are nutritionally deprived because they are afraid of not being able to pay for their medications. Cynthia DeLuca and Mike Petrucelli discussed that a communication to the area clergy asking for input. Connie Jagodzinski commented that teachers will be a good source of information.

Terri Amann asked whether there were contacts at the housing authority that would know if someone is in need. Lillian Holmes commented that the problem is lack of communication.

Pam Staneski commented that she works for the United Way and is aware that there is a need to contact “at risk” families. The Health Department also has money and is giving out food referrals. She will have something put out from the United Way.

Phil Vetro is involved with Scouts and when they have holiday baskets, food drives, they contact the school principals. General discussion: United Way, City Schools, Housing Units, all means of contact.? Lillian asked for additional questions related to the Treasurer’s Report?

Chairman Lillian Holmes entertained a motion to refer the Treasurer’s Report to the Finance Committee. Cynthia DeLuca made a motion seconded by Mike Petrucelli. Vote motion prevails.

#### **Committee Reports:**

Cynthia DeLuca no report of the Personnel Committee

Mike Petrucelli no report of the Finance Committee

#### **Executive Director’s Report:**

Janice Jackson explained the adoption of the updated plan document to bring our qualified pension plan in compliance with federal regulations. Board of Directors resolution stating plan is in compliance with EGTRRA of 2001. Reinstated plan is approved and Lillian Holmes and certified? adoption of resolution. Chair entertained a motion for adoption of the resolution. Mike Petrucelli made the motion seconded by Terri Amann. Motion Adoption of Resolution voted and motion prevails.

Janice stated she has had inquiries regarding transportation for May 23<sup>rd</sup> celebration. Cynthia DeLuca inquired whether individual or bus transportation would be needed. Mike Petrucelli moved to provide transportation for seniors on May 23<sup>rd</sup> for seniors. Dick Dowin seconded the motion. Lillian Holmes requested that the staff inquire as to how much and what kind of transportation is needed as to whether shuttle or general transportation is required.

Janice commented regarding a call from the Mayor’s office. City of Stratford regarding borrowing of portable stage. Staff members commented that the last time the stage was lent out it came back in poor condition. Due to liability and other issues there was little support for lending out the stage. A letter will be sent to the Mayor’s office of the Town of Stratford concerning the above.

The United Way of Milford increased our Grant request by \$3,000.00 over last year's amount. Janice thanked Rick George for his support. Janice thanked Mary Steinmetz for her assistance in getting volunteers to cover the phones during the long absence of a receptionist with no additional cost to the Senior Center.

Cynthia DeLuca inquired as to whether the vehicles had been donated. Anne Marie commented that there is a need by Public Works but that there is certain protocol in process?

New Business: Selection of caterer for 40<sup>th</sup> Anniversary Celebration and discussed pricing.

Chair entertained a motion that the Center secure Lasses' as the caterer. Mike Petrucelli made a motion and Dick Dowin seconded. Vote and motion prevails.

Cynthia DeLuca suggested that the board should not make recommendations as to the caterer. Motion \_\_\_\_\_ taken off the agenda. Removed by \_\_\_\_\_.

Lillian Holmes asked for any other items of business. Having heard none Lillian entertained a motion to adjourn.

Meeting adjourned at 6:25 p.m.

Respectfully submitted,

Joyce Elwell