

**Milford Council on Aging Meeting Minutes**  
***Monday April 13, 2015, 5:30 p.m.***

Call to order: Meeting was called to order at 5:30pm by Lillian Holmes.

- 1. Roll Call:** Board Members Present: Lillian Holmes, Dr. Philip Caporusso, Cynthia DeLuca, Michael Petrucelli, Doreen Fontana, Richard Dowin, Terry Nolan, Judge Beverly Streit-Kefalas  
Absent: Shirley Serrano

BOA Liaisons: Dora Kubek, Dan German

Staff: Janice Jackson, Mary Allen Heerema, Elle Gilbertson, Amanda Barry, Geri Dichkewich, Jim Convery

- 2. Agenda:** Lillian entertained a motion to change the agenda and move item 9a to 2. Phil made the motion and Mike seconded. The motion prevailed.
- 3. New Business:** Presentation from Mike at MLK Lock & Security. Mike presented his recommendations for additional security cameras for the center. There was discussion of what was feasible as far as installing more security cameras and if it would be a deterrent. There was also discussion of current security measures and what was communicated to members. It was decided to leave the current security system as is.
- 4. Minutes:** Lillian entertained a motion to approve the March 9th meeting minutes. Mike made a motion, Doreen seconded. The motion to approve the minutes prevailed.
- 5. Chairman's Report and Correspondence:** Janice Jackson reported on correspondence received including:
- Photo of a visit to the Senior Center by Representative Rosa DeLauro that was in the newspaper.
  - Letter from the United Way informing Janice that they had increased the allocation for the Senior Center.
  - Email from FSW Program about their name change to Life Bridge Community Services.
  - Janice also congratulated Lillian on her award from the United Way for distinguished service.
  - Janice also informed the board of the passing of a founding board member, (Claire Baird) and information on the funeral services.
- 6. Treasurer's Report:** The Treasurer's Reports for March was presented by Mike Petrucelli and Phil Caporusso. Phil noted that the report reflects the \$50,000 transfer to the money market account. Cynthia made a motion to accept the Treasurer's report and Mike seconded the motion. The report was referred to the Finance Committee following the prevailing motion.

**7. Committee Reports:**

- a. Personnel Committee: No meeting and no report.
- b. Finance Committee: No meeting and no report.

**8. Old Business:** No old business

**9. Executive Director's Report:** Janice Jackson reviewed her written report furnished to the Board for March. There was some discussion about Elle's computer and the need for a new one. Phil noted that he had a computer that he would donate to replace Elle's. Cynthia inquired about the Meals on Wheels program and how much it costs the center.

**10. New Business:**

- a. Meals on Wheels Van - there was discussion on the need for a new van. Phil asked if the center had started the process of getting quotes, etc. Janice passed out quotes she had received. Janice explained that they may not hear until the Fall on the CDBG grant they had applied for. Phil asked that the staff look into the process for ordering a new van. Also if the center could purchase the van then receive the grant money.
- b. New Server - there was discussion of the proposal to configure the donated 2009 server to replace the center's current server. The Board would like the center to get quotes for a new server to see how it compares. Cynthia and Phil have technology contacts that they will ask.
- c. Non-Resident Policy - Amanda made the board aware that a resident from West Haven complained about our current non-resident policy. There was discussion of our current policy and the reason for it.

**11. Executive Session:** Chair Lillian Holmes entertained a motion to go into Executive Session at 6:23pm to discuss closing the center during inclement weather. Phil made the motion, Cynthia seconded. The motion prevailed.

The Chair entertained a motion to end the Executive Session at 6:40pm having discussed closing in inclement weather with no action taken. Phil made the motion, Cynthia seconded. The motion prevailed.

There being no other business before the Board, the meeting adjourned at 6:40 P.M.

Respectfully submitted

Terry Nolan, Secretary  
Milford Council on Aging  
Board of Directors