

TOWN OF FRANKLIN
COMMISSION ON AGING

The Town of Franklin is an equal opportunity provider and employer.

FRANKLIN SENIOR CENTER
5 TYLER DRIVE

FRANKLIN, CONNECTICUT 06254

The mission of the Franklin Commission on Aging is to provide information and services to the aging population, their families, and their care providers.

A*G*E*N*D*A
REGULAR MEETING
COMMISSION ON AGING
FRANKLIN SENIOR CENTER
TUESDAY, NOVEMBER 14TH, 2017
12:30 PM

- 1) CALL TO ORDER
- 2) RECOGNITION OF VISITORS
- 3) ADDITIONS TO AGENDA
- 4) APPROVAL OF MINUTES
- 5) REVIEW OF REPORTS:
 - A) September Report of the Municipal Agent for the Elderly
 - B) October Report of the Municipal Agent for the Elderly
 - C) September Report of the Senior Citizen Program Coordinator
 - D) October Report of the Senior Citizen Program Coordinator
 - E) October Report of the Meal Site Manager
- 6) OLD BUSINESS:
 - A) Approval of Brochure
 - B) Action on Other Outreach Planning
 - C) Update on 2017-18 Budget
 - D) Approval of 2017-18 Schedule
- 7) NEW BUSINESS:
 - A) Review of Upcoming Community Events
- 8) ANNOUNCEMENT OF NEXT COMMISSION MEETING
- 9) ADJOURNMENT

THOMAS SHAKUN, CHAIR
COMMISSION ON AGING

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THE MINUTES OF THE REGULAR MEETING
OF THE COMMISSION ON AGING HELD ON
TUESDAY, THE 17TH OF OCTOBER, 2017 AT
12:30 PM AT THE FRANKLIN SENIOR CENTER

CALL TO ORDER: Chair Thomas Shakun called the meeting to order at 12:30 p.m.
PRESENT: Commission Members Margaret Ayer, Susan Dagenais, Alison Dvorak,
Donald Eccleston, and Judi Novosad. ABSENT: Commission Members Judy Marrotte
and Laura Wheeler.

RECOGNITION OF VISITORS: Delaney Dimmock and Paityn Hastings.

ADDITIONS TO AGENDA: None.

APPROVAL OF MINUTES: Mrs. Novosad made a motion to approve the minutes of the
regular September 12th meeting. Mrs. Dagenais seconded the motion. Motion carried.

REVIEW OF REPORTS:

- A) MUNICIPAL AGENT FOR THE ELDERLY: Mrs. Wheeler had not submitted a
written report for the month of September.
- B) SENIOR CENTER PROGRAM COORDINATOR: Mrs. Wheeler had not
submitted a written report for the month of September.
- C) MEAL SITE MANAGER: Mrs. Dagenais reported that a health inspection had
been conducted at the senior center kitchen last week. Discussion followed on
the need to properly label containers that are reused; for example, if a window
cleaning spray bottle is recycled and used to hold bleach, the window spray
cleaner label must be removed and a label indicating that the contents are
bleach must be applied.

OLD BUSINESS:

- A) DISCUSSION AND ACTION ON OUTREACH PLANS: Mr. Eccleston
presented drafts of the brochure, featuring two different original drawings. The
Commission selected one of the drawings; Mr. Eccleston will finalize it and sign
it so that Mrs. Dvorak can scan it into her computer and use the image on all
brochures. Mrs. Dagenais presented a copy of the Montville Senior Center

newsletter. Discussion followed on having the brochure ready in time to advertise the annual Lions Holiday Dinner at the senior center. The Commission members discussed other plans that would appeal to a broader range of local senior citizens. Mrs. Novosad suggested that a spreadsheet be use to track attendance so that each month statistics can be easily compared; she noted that she had previously created a draft but that it was not currently in use. Mrs. Novosad asked the clerk to create a sample spreadsheet document. Mr. Eccleston noted that he had been prepared to present a demonstration of drumming at the senior center; the Commission noted that advance planning and advertising of events such as that would boost attendance. Mr. Shakun suggested soliciting advertisers for the brochure. Mrs. Dvorak suggested that once the senior center can show what programs are planned, it will be easier to attract advertisers. Mr. Eccleston will bring a draft of the brochure to the next Commission meeting so if the full Commission is present it can be approved and finalized.

- B) UPDATE ON 2017-18 BUDGET: Neither the State of Connecticut nor the Town of Franklin has an approved budget for this fiscal year in place yet.
- C) UPDATE ON SENIOR CENTER TELEVISION: The Volunteer Fire Department donated a used television to the senior center. Mrs. Dvorak will work to connect the Wii gaming system to it. The Department of Public Works needs to be notified to come remove the old television.
- D) UPDATE ON SENIOR CENTER AWNING: Selectman Charles Grant notified the clerk that the Board of Selectmen will have the awning replaced.

NEW BUSINESS:

A) REVIEW OF UPCOMING COMMUNITY EVENTS:

- Mrs. Dvorak reported that she still had federally issued vouchers for farmer's markets. They are available through her at the Senior Resources Agency on Aging office by calling 860.886.4736.
- Mrs. Dvorak reported that the Volunteer Fire Department would host a Fire Safety Program on October 14th at the fire station. She also reported that a mock evacuation drill had been successfully held at the Elisha Brook Senior Housing Complex.
- Mrs. Dvorak reported that appointments were now being made to discuss open enrollment options for Medicare, which begin Oct. 15th. They can be scheduled by calling the Senior Resources Agency on Aging at 860.886.4736.
- Mrs. Dvorak reported that a Total Life Expo will be held on Oct. 21st at the Mohegan Sun Resort and Casino.
- Mrs. Dvorak reported that Trunk or Treat would be held on Oct. 27th at the Municipal Complex.
- Mrs. Dvorak reported that the Elementary School would like to host the senior citizens, and the principal had suggested the date of Oct. 23rd, but that a new date would have to be arranged when Mrs. Wheeler can be consulted.

B) APPROVAL OF 2018 MEETING SCHEDULE: A draft schedule was presented with the current date and time of the second Tuesday of each month at 12:30 p.m. Discussion was held on whether the Commission should only meet quarterly, or hold less meetings during the summer and winter. Discussion was also held on whether there was a day and/or time that better suited Mrs. Wheeler's schedule so that she could more regularly attend meetings. This item was tabled until the next meeting so that the full Commission could discuss and act on it.

ANNOUNCEMENT OF NEXT COMMISSION MEETING: This will be held on November 14th at 12:30 p.m. at the senior center.

ADJOURNMENT: Mrs. Dvorak made a motion to adjourn the meeting. Mrs. Novosad seconded the motion. Motion carried. The meeting adjourned at 1:22 p.m.

RESPECTFULLY SUBMITTED,
TRACI L. HASTINGS, CLERK
COMMISSION ON AGING