



**TOWN OF MIDDLEBURY  
Commission on Aging  
1172 Whittemore Road  
Middlebury, CT 06762**

Meeting Minutes  
Tuesday October 20, 2015  
Middlebury Senior Center  
9:30 A.M

**Present:**

Nancy Pun  
Nancy Mastroianni  
Ann Spierito  
Barbara Deriu

Noa Miller  
Municipal Agent, JoAnn Cappelletti  
Chairperson, Judy Mirrer

**Absent:** Gerry Perrella,

The meeting was called to order by Chairman, Judy Mirrer at 9:30 A.M.

Review and Approval of Minutes of September 2015 minutes

A motion to approve the minutes of the September 2015 meeting was made by Nancy Mastroianni and seconded by Ann Spierito.

Treasurers Report: Balance on hand \$500 with no reported expenses. JoAnn requested that some of this budget be used for programs for veterans and Christmas program. Commission approved request.

Chairman Judy Mirrer stated that a Secretary is needed for the Commission.

**Municipal Agent Report**

Statistics for monthly activities were not available because an error was discovered in the process in calculating the correct numbers. JoAnn said that September and October statistics will be reported on next month.

**Transportation**

The transportation program is running well with the new schedule. JoAnn will review next quarterly report to see if driver is completing daily inspection and quarterly fluid inspection as requested by the Dept. of Transportation.

Quarterly report for July, August & September submitted 10/19/15 to DOT. Ridership is steadily increasing.

### **Greater Waterbury Transit District (GWTD)**

The Municipal Grant is due in December. The nine towns included in the grant will meet and discuss how the grant will be put together. Each Town is responsible for their part of the grant and must submit financials and statistics. If the governor does not cut transportation funding we should be able to continue this service.

The GWTD is a free transportation bus offered to Middlebury seniors on Thursdays. This service is shared between 9 other towns.

The Middlebury Senior Bus must be available on Thursdays as an additional bus. The GWTD bus cannot replace or substitute the mini-bus.

Discussion was held regarding passenger priority.

### **Elderly Lunch Program**

This program continues to see an increase in participation. Wednesday is still a special menu with volunteers. A volunteer is needed to help in the kitchen during lunch period.

### **RENTER REBATE**

Renter Rebate program ended September 30. Final report will be made at the next meeting.

### **Associates for Training and Development Program**

The trainee assigned to Middlebury found a permanent job. She thanked us for all the training the Senior Center provided to her during her time in Middlebury. Her training at the Center contributed to her getting this position.

### **Volunteers**

#### **Programs:**

Two new programs were introduced at the Senior Center in September. Lo-Impact Latin Dance Classes and TaiChi. Both programs had a good number of participants. We expect that both programs will continue.

Additional Programs and Activities provided at the Senior Center during September was Tom Rosa Movie Extravaganza, Painted Pony, Lenny & Joe's, Brass City Cooking Class, flu shot clinic, free intro to Window 10 computer class, Lunch & Learn,

Nutrition Education, Food Stamp Program and Hearing Specialist continue on a monthly schedule.

### **Budget 2014-15**

All line items within budget as of 9/30/15.

The new budget went into effect on July 1, 2015.

### **Thomaston Savings Bank Community Grant**

A grant was received from the Thomaston Savings Bank to purchase a portable PA System. The amount received was \$650. The PA System was ordered.

## **SOCIAL SERVICE REPORT**

### **Small Cities Applications**

One application was submitted for the Small Cities Program.

**Operation Fuel**

The last day to apply for operation fuel for utility only payments is October 30.

**Energy Assistance Program**

Our office started taking applications for Energy Assistance on October 15.

**Middlebury Food Bank**

The Food Bank assisted 17 families for the month of June, 14 families for July and 18 for the month of August. The Food Bank Collection Boxes and various Churches in Middlebury continue to donate food. Volunteers are available to check the expiration date, stock the shelves and keep inventory for needed items.

**The Middlebury Emergency Fund**

Three applications were granted in September. Expenses were \$1087.07 and donations were \$1725.00

**Community Garden**

Volunteers cleaned up the Community Garden. The shed should be up by the end of November allowing us to store and lock up supplies and equipment.

**The Snap Program (Food Stamps)**

The monthly program for Food Stamp applications is held on the 2<sup>nd</sup> Monday of each month.

**Shepardson Kitchen Rental**

One rental was made for the month of September. No repairs. Balance on Hand for this account is \$7456.47 as of August 30.

**NEW BUSINESS:** JoAnn reported that the National Institute of Senior Centers, the accrediting body for senior centers, recommend in the Standards of Practice that Senior Centers have policies and procedure

**OLD BUSINESS** JoAnn is still working on the Policy & Procedure Guidelines for Senior Center Participants. **The National Institute of Senior Centers recommends that all Senior Centers have this policy in effect.**

The next meeting of the Commission on Aging will be held on Tuesday, November 20, at 9:30 a.m. in the Shepardson Community Senior Center.

**ADJOURNMENT**

A motion to adjourn was made by Nancy Mastroianni and seconded by Ann Spierto.

Respectfully submitted  
JoAnn Cappelletti

