

**TOWN OF MIDDLEBURY**  
*Department of Elderly & Social Services*  
Shepardson Community Center  
1172 Whittemore Rd  
Middlebury, CT. 06762  
Phone 203-577-4166

Fax 203-577-4173  
Email jcappelletti@middlebury-ct.org  
JoAnn Cappelletti, Director

**MEETING MINUTES**  
**TUESDAY, March 15, 2016**  
**9:30 A.M. Shepardson Community Center**

**MEMBERS PRESENT:**

Chairman, JoAnn Cappelletti, Nancy Mastrianno, Barbara Deriu, Ann Spierto

**MEMBERS ABSENT:** Gerry Pirelli, Noa Miller, Judy Mirrer, Nancy Pun

**Call to Order:**

Meeting called to order at 9:40 AM, Shepardson Community Building, by acting Chairman JoAnn Cappelletti.

March Meeting Agenda distributed to Committee members.

**Review and Approval of Minutes:**

Minutes of the January 19 meeting were reviewed. No omissions or corrections. A motion to accept the minutes was made by Nancy Mastrianno and seconded by Barbara Deriu. The February meeting was cancelled in February due to inclement weather.

**Treasurer' Report:** Balance on hand as of 2/29/16 is \$500.

**REPORTS FOR ELDEDRLY SERVICES AND SOCIAL SERVICES.**

**ELDERLY SERVICES**

Director Cappelletti reviewed Elderly Service Reports for the months of January and February 2016. With COA members.

**Transportation Program:**

A discussion was held regarding the daily scheduling of the mini bus. Director Cappelletti explained the problems the office is finding with scheduling rides. The Director and the bus driver developed a schedule for the COA to review. All were in favor of the updated schedule.

## **Greater Waterbury Transit**

The GWTD Board meeting was held at the Waterbury Senior Center on February 16. The Board did not have a quorum, but discussed the situation with the Municipal Grant and the hiring of a secretary and bookkeeper.

## **Senior Lunch Program**

Elderly Nutrition Director, Lisa Labonte informed me that the contact for a new caterer has been sent out to bid. There may be a possibility if a new caterer is assigned, Middlebury, Woodbury and Southbury may lose the Watermark catering service.

The Senior Bus continues to travel to the Painted Pony once a month. A new restaurant has been added to the list. Amalfi's in Waterbury is the new restaurant.

## **Community Garden**

A local girl scout met with Director Cappelletti about the possibility of doing a project for the community garden. She is thinking of doing a compost project for the community garden and Memorial School. She will get back to me as soon as possible.

## **Budget**

**to the vehicle maintenance line item was requested due to using the two busses.**

**VISITING NURSE The Department Budget was completed and submitted to the Finance Department. An slight increase**

There were 40 participant in the month of January and 21 participants in the month of February.

## **Pro-Act Prescription Drug Program**

Reported as of January 30, 2016 873 claims were made, 590 claims were approved at an average of a 69% savings.

## **SOCIAL SERVICE/MUNICIPAL AGENT REPORT**

### **MIDDLEBURY FOOD BANK**

Middlebury residents and organizations continue to support the Food Bank. Holy Cross High School donated 1000 cans of food to the Food Bank.

Sixteen families used the food bank in January and 12 families used the food bank in February

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### **Energy Assistance Application**

Eight applications for Energy Assistance were taken in January and four applications for energy assistance were taken in February. Applications for program eligibility will end on March 15.

### **Operation Fuel**

Operation Fuel winter program started on December 1 for both heating and utility assistance. No applications were taken in January and twelve applications were taken in February.

Our office is also assisting with the completion of low payment budget plans, NuStart applications and the Matching payment plan with Eversource electric and gas bills.

### **Middlebury Community Emergency Fund**

Three applications were processed during the month of January for home heating oil, electric & gas shut-off notices .Expenses were \$953.92 and donations were \$143.

In February four applications were processed. The total expense was \$1217.58. No donations were received for February. Balance on hand in the Emergency fund as of 2/29/16 is \$22,202.87.

### **Tax Aide Program**

Twenty-Nine persons were assisted through the Tax Aide program with Income Tax Preparation.

### **SNAP PROGRAM (Food Stamps)**

A representative from SNAP continues to meet applicants on the second Monday of each month. In January and February six families applied for the program.

**Correspondence:** Director Cappelletti received a letter from another Senior Center Director requesting an opinion on allowing persons with a communicable infection to participate in Senior Center activities or transportation. The consensus of the Committee was not to allow participation for health reasons.

### **Old Business None**

New Business: Several members cannot make the next meeting on April 19<sup>th</sup> and asked if the meeting date could be changed to April 29<sup>th</sup>. All were in agreement. The Town Clerk will be notified of the change.

The next Commission on Aging meeting will be held on April 29th @9:30 a.m. in the Shepardson Community Senior Center.

Adjournment:

Motion to adjourn was made Barbara Deriu and seconded by Nancy Mastrianno.

Submitted by:  
JoAnn Cappelletti

