



# TOWN OF ROXBURY CONNECTICUT

Council on Aging

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

## ROXBURY COUNCIL ON AGING SPECIAL MEETING JANUARY 14, 2015

### MINUTES

#### CALL TO ORDER

The meeting was called to order at 3:15 PM.

Members Present: Sue Stauffacher (Chair), Bonnie Bradley, Colby Kalisher, Jerrilynn Tiso.

Members Absent: Richie Burmann, Jan Steers, Michael Phillips.

#### APPROVAL OF MINUTES

##### Regular Meeting – November 19, 2014

Jerrilynn Tiso read aloud the minutes from the November 19, 2014 meeting. Bonnie Bradley moved, Colby Kalisher seconded to approve the minutes as presented. Motion carried.

#### CORRESPONDENCE

None

#### REPORTS

##### Municipal Agent

Jerrilynn Tiso told the group about her activities during the Holiday season regarding dinners delivered, Giving Tree activity, and gift cards given. Jerrilynn also updated the group the Renter's Rebate and Energy Assistance Programs.

##### Senior Housing

No Report

##### First Selectman

No Report

#### OLD BUSINESS

##### Senior Bus Status

Jerrilynn Tiso reported that the DOT had finally scheduled the two meetings at Dot headquarters in Newington where the grant reporting requirements will be discussed and the bus will actually be ordered. Those meetings are Tuesday, February 3<sup>rd</sup> and Thursday, February 5<sup>th</sup>. Barbara Henry and Kim Baron will attend the meeting on the 3<sup>rd</sup>, and Barbara will go on the 5<sup>th</sup> to order bus. Jerrilynn and Barbara will meet on Wednesday the 4<sup>th</sup> to go over specifications and "extras" list, and decide how bus should be configured.

#### NEW BUSINESS

##### Officers for 2015

Colby Kalisher moved that the Secretary cast one ballot for re-election of officers, Bonnie Bradley seconded the motion, motion carried unanimously. Officers for 2015 remain Sue Stauffacher, Chair, Colby Kalisher, Vice-Chair, and Jerrilynn Tiso, Secretary.

##### Budget FY15/16

The group prepared the COA budget keeping numbers at current levels except for line regarding bus driver hourly wages. Sue will discuss this line with Barbara Henry. Group did decide however that we want the COA Monday trip driver's wages to remain in the COA budget.

**ADJOURNMENT**

The meeting was adjourned at 4:40 PM.

Respectfully submitted,

*Jerrilynn Tiso*

Jerrilynn Tiso, Secretary

*These minutes are not official until approved at the next meeting of the COA*



# TOWN OF ROXBURY CONNECTICUT

---

Council on Aging

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

## **ROXBURY COUNCIL ON AGING REGULAR MEETING JANUARY 21, 2015**

### **CANCELLATION NOTICE**

The regular meeting of the Council of Aging has been canceled. A Special Meeting has been scheduled for Wednesday January 14<sup>th</sup> at 3:00 PM.



# TOWN OF ROXBURY CONNECTICUT

Council on Aging

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

## ROXBURY COUNCIL ON AGING REGULAR MEETING FEBRUARY 18, 2015

### MINUTES

#### CALL TO ORDER

The meeting was called to order at 3:15 PM.

Present: Sue Stauffacher (Chair), Michael Phillips, and Colby Kalisher

Absent: Richie Burmann, Jan Steers, Jerrilynn Tiso, Bonnie Bradley, and Barbara Henry

#### APPROVAL OF MINUTES

Sue Stauffacher read the January 14<sup>th</sup> minutes. Colby moved to approve the minutes as presented. Michael seconded. Motion carried.

#### CORRESPONDENCE

None

#### REPORTS

Municipal Agent - See "Old Business"

#### Senior Housing

Colby reported that HUD increased its allotment to senior housing. This does not change the amount of rent paid by the tenants. The shed is in place and usage instructions were given. There were some water problems – one water tank tested imperfectly. There needs to be two perfect testings – one has been done at this point. The Christmas party and the Spring Tea are loved by the residents. Residents bring food and love to chat with each other. One resident recently died. There are 70 people on the waiting list.

First Selectman - No Report

#### OLD BUSINESS

##### Senior Bus Status

Jerrilynn Tiso reported to Sue Stauffacher on the previous day that the two February DOT meetings were attended by Jerrilynn, Barbara Henry and Kim Baron, although not everyone was at both meetings. The new senior bus has been ordered with specific requests for Roxbury, including non-skid flooring, double grab bars entering the bus, and no raised wheel wells. Roxbury's bus may not arrive until the Fall due to the unavailability of built chassis.

Michael will continue to monitor the alternative housing progress and report back to COA.

#### NEW BUSINESS

Sue will be in FL on March 18 for the March meeting. We will continue to monitor information/events to see if we can cancel the meeting or if we should have it with Colby as chair.

#### ADJOURNMENT

The meeting was adjourned at 3:50 PM.

Next Meeting Date - March 18, 2015 at 3:00 PM

Respectfully submitted,

*Sue Stauffacher*

Sue Stauffacher (for Jerrilynn Tiso)

*These minutes are not official until approved at the next meeting of the COA*

Roxbury Council on Aging

February 18, 2015

Page 1 of 1



# TOWN OF ROXBURY CONNECTICUT

Council on Aging

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

## ROXBURY COUNCIL ON AGING REGULAR MEETING MARCH 18, 2015

### MINUTES

#### CALL TO ORDER

The meeting was called to order at 3:10 PM.

Present: Sue Stauffacher (Chair), Colby Kalisher, Richie Burmann, Bonnie Bradley, Jan Steers, Jerrilynn Tiso.

Absent: Michael Phillips, Barbara Henry

#### APPROVAL OF MINUTES

Sue Stauffacher read the February 18 minutes. Colby moved to accept the minutes with the following corrections, Jan seconded, motion carried:

- Jerrilynn did not attend DOT meetings.
- Sue was not in Florida, therefore February 18 meeting held as scheduled.

#### CORRESPONDENCE

None

#### REPORTS

##### Municipal Agent

Jerrilynn Tiso told the group about two very difficult cases she was working on. Jerrilynn update the group on Chore service, currently 6 Roxbury seniors receiving services.

##### Senior Housing

Colby Kalisher reported that she did not know whether the water test had passed.

##### First Selectman

No Report

#### OLD BUSINESS

##### Senior Bus Status

Jerrilynn said there was no news to report.

#### NEW BUSINESS

The group had a spirited and energizing discussion about outreach activities, and decided that this topic would be an agenda item next meeting.

#### NEXT MEETING DATE

April 15, 2015

#### ADJOURNMENT

The meeting was adjourned at 4:40 PM.

Respectfully submitted,

*Jerrilynn Tiso*

Jerrilynn Tiso, Secretary

*These minutes are not official until approved at the next meeting of the COA*



# TOWN OF ROXBURY CONNECTICUT

Council on Aging

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

## ROXBURY COUNCIL ON AGING REGULAR MEETING APRIL 15, 2015

### MINUTES

#### CALL TO ORDER

The meeting was called to order at 3:06 PM.

Members Present: Sue Stauffacher (Chair), Michael Phillips, Bonnie Bradley, Richie Burmann, Jerrilynn Tiso.

Absent: Jan Steers, Colby Kalisher, Barbara Henry

#### APPROVAL OF MINUTES

The minutes of the March 18 meeting were read aloud. Richie moved to accept the minutes as read, Bonnie seconded, motion carried.

#### CORRESPONDENCE

None

#### REPORTS

##### Municipal Agent

Jerrilynn Tiso reported that she had begun taking applications for the Renters' Rebate Program, and explained how the Program worked. Jerrilynn also reported that she setting up a tracking system so as to be able to print out a report of her activities each month. Jimmy Hurlbut will help organize data in Excel after Jerrilynn inputs all.

Senior Housing - No Report

First Selectman - No Report

#### OLD BUSINESS

##### Senior Bus Status

No update.

#### NEW BUSINESS

##### Outreach Activity

Our discussion continued where it left off last month. Michael Phillips suggested that The COA sponsor a Reader's Theatre for Seniors. Michael will choose the play, most likely a comedy, and will be responsible for ordering the scripts. All who want to participate will be welcome. Rehearsals will be kept to a minimum. In addition, as it is a "Reader's Theatre", no memorization of lines will be required. The Play will be presented sometime in late autumn, date to be chosen at next meeting. The group decided that a casting call should appear in Jerrilynn's insert (Senior Newsletter May). Jerrilynn will also ask Barbara Henry to post casting call on Facebook, Town website, and in one of her blast emails.

Next meeting: May 20, 2015

#### ADJOURNMENT

The meeting was adjourned at 4:30 PM (Richie moved, Bonnie seconded)

Respectfully submitted

*Jerrilynn Tiso*

Jerrilynn Tiso, Secretary

*These minutes are not official until approved at the next meeting of the COA*

Roxbury Council on Aging

April 15, 2015

Page 1 of 1



# TOWN OF ROXBURY CONNECTICUT

---

Council on Aging

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

## **ROXBURY COUNCIL ON AGING REGULAR MEETING MAY 20, 2015**

### **CANCELLATION NOTICE**

The regular meeting of the Council of Aging has been canceled. A Special Meeting has been scheduled for Wednesday May 27<sup>th</sup> at 4:00 PM.



# TOWN OF ROXBURY CONNECTICUT

Council on Aging

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

## ROXBURY COUNCIL ON AGING SPECIAL MEETING MAY 27, 2015

### MINUTES

#### CALL TO ORDER

The meeting was called to order at 4:06 PM.

Members Present: Sue Stauffacher (Chair), Richie Burmann, Michael Phillips, Colby Kalisher, Bonnie Bradley, Jerrilynn Tiso. Members Absent: Jan Steers, Barbara Henry.

#### APPROVAL OF MINUTES

##### Regular Meeting - April 15, 2015

The minutes of the April 15 meeting were read aloud. Bonnie Bradley moved to accept the minutes as read, Colby Kalisher seconded, motion carried.

#### CORRESPONDENCE

None

#### REPORTS

##### Municipal Agent

Jerrilynn Tiso showed the group a preliminary copy of her new tracking system and explained how it would keep running totals of all data entered. Jerrilynn continues to accept Renters Rebate applications.

##### Senior Housing

Colby Kalisher stated that the Bernhardt Meadow BOD was meeting that evening, and that there were no issues At Bernhardt Meadow to report to COA.

##### First Selectman

No Report

#### OLD BUSINESS

The group talked about our Outreach Activity, the Reader's Theater. Jerrilynn said she had only received two responses to her call for participants which appeared in the Senior Center newsletter. Michael Phillips said that the performance would have to be pushed back into October because he would be going away in September. Michael's preferred dates are October 18<sup>th</sup> or Oct 25<sup>th</sup>. Sue said she would check Town Hall and Library calendars for those dates.

##### Next Meeting

June 24, 2014 3:00 PM.

#### ADJOURNMENT

The meeting was adjourned at 4:55pm (Colby moved, Richie seconded).

Respectfully submitted,

*Jerrilynn Tiso*

Jerrilynn Tiso, Secretary

*These minutes are not official until approved at the next meeting of the COA*





# TOWN OF ROXBURY CONNECTICUT

---

Council on Aging

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

## **ROXBURY COUNCIL ON AGING REGULAR MEETING JUNE 24, 2015**

### **CANCELLATION NOTICE**

The regular meeting of the Council on Aging scheduled for June 24, 2015 has been cancelled. The next meeting is scheduled for July 15, 2015.



# TOWN OF ROXBURY CONNECTICUT

Council on Aging

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

## ROXBURY COUNCIL ON AGING REGULAR MEETING JULY 15, 2015

### MINUTES

#### CALL TO ORDER

Meeting was called to order at 3:06 PM.

Members Present: Sue Stauffacher (Chair), Richie Burman, Michael Phillips, Jerrilynn Tiso.

Members Absent: Bonnie Bradley, Jan Steers, Colby Kalisher, Barbara Henry.

#### APPROVAL OF MINUTES

##### Regular Meeting – May 27, 2015

The minutes of the May 27 meeting were read aloud. Richie Burman moved, Michael Phillips seconded to accept minutes, motion carried.

#### CORRESPONDENCE

None

#### REPORTS

None

#### OLD BUSINESS

Michael Phillips moved to cancel the Reader's Theater outreach activity due to lack of interest, Jerrilynn Tiso seconded, motion carried.

#### NEW BUSINESS

The group discusses the COA summer meeting schedule. Richie Burman moved, Michael Phillips seconded to suspend COA meetings for July and August, motion carried. However the group decided that a meeting could be held if necessary.

There was a short discussion of what the COA's focus should be at this time. All agreed that the focus should be housing.

#### NEXT MEETING DATE

September 16, 2015

#### ADJOURNMENT

The meeting was adjourned at 4:40 PM.

Respectfully submitted,

*Jerrilynn Tiso*

Jerrilynn Tiso, Secretary

*These minutes are not official until approved at the next meeting of the COA*



# TOWN OF ROXBURY CONNECTICUT

---

Council on Aging

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

## **ROXBURY COUNCIL ON AGING REGULAR MEETING AUGUST 19, 2015**

### **CANCELLATION NOTICE**

The regular meeting of the Council on Aging scheduled for August 19, 2015 has been cancelled.



# TOWN OF ROXBURY CONNECTICUT

Council on Aging

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

## ROXBURY COUNCIL ON AGING REGULAR MEETING SEPTEMBER 16, 2015

### MINUTES

#### CALL TO ORDER

The meeting was called to order at 3:05 PM.

Members Present: Sue Stauffacher, Chair, Richie Burmann, Michael Phillips, Bonnie Bradley, Jerrilynn Tiso.

Members Absent: Jan Steers, Colby Kalisher, Barbara Henry.

#### APPROVAL OF MINUTES

The minutes of the July 15 meeting were read aloud. Bonnie Bradley moved, Richie Burmann seconded to accept the minutes as read, motion carried.

#### CORRESPONDENCE

None

#### REPORTS

##### Municipal Agent

Jerrilynn Tiso told the group she had begun taking applications for this year's Energy Assistance program, and explained how the Program worked. Jerrilynn Also told the group about a recent case she had handled re: a senior who had received a shutoff notice from Eversource and how she rectified the situation. Jerrilynn also reported on the Senior Bus status, and that there would be an insert in the November Senior Center newsletter explaining what transportation options were now being offered.

#### OLD BUSINESS

Sue Stauffacher and Richie Burmann attended the Northwest Hills Cog meeting on Shaping Livable Communities together with Trudy Swenson, Cecelia Santillo from the Conservation Commission. Sue said the Conservation Commission was working on the issue of affordable housing for seniors and young families, and that it was important for the COA to work with them. Sue said that the Adaptive reuse of older homes and barns was the focus to begin. Sue also reported that there had been some discussion of starting a Housing Trust in Roxbury.

#### NEW BUSINESS

The Veterans Day celebration will be held on Monday, November 16<sup>th</sup>. We will do planning and invitations at our next meeting.

#### NEXT MEETING DATE

Wednesday, October 21, 2015 at 3:00pm.

#### ADJOURNMENT

The meeting was adjourned at 4:30 PM.

Respectfully submitted,

*Jerrilynn Tiso*

Jerrilynn Tiso, Secretary

*These minutes are not official until approved at the next meeting of the COA*



# TOWN OF ROXBURY CONNECTICUT

---

Council on Aging

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

## **ROXBURY COUNCIL ON AGING REGULAR MEETING OCTOBER 21, 2015**

### **CANCELLATION NOTICE**

The regular meeting of the Council on Aging scheduled for October 21, 2015 has been cancelled. A Special Meeting has been scheduled for October 28, 2015.



# TOWN OF ROXBURY CONNECTICUT

Council on Aging

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

## ROXBURY COUNCIL ON AGING REGULAR MEETING OCTOBER 28, 2015

### MINUTES

#### CALL ORDER

3:05 PM at the Roxbury Senior Center

Present: Sue Stauffacher, Chair, Bonnie Bradley, Colby Kalisher, Rich Burmann

Absent: Jerrilynn Tiso, Michael Phillips, Jan Steers

#### APPROVAL OF MINUTES

The minutes of the September 16th meeting were reviewed. Colby Kalisher moved, Bonnie Bradley seconded that the minutes be approved as presented, All in favor and the minutes were approved.

#### REPORTS

None

#### CORRESPONDENCE

None

#### OLD BUSINESS

##### Veteran's Day Celebration

Discuss details of the Veteran's Day Celebration

- Celebration will be held at the Senior Center on Monday, November 16 and will be held from 1-3 PM.
- COA Board members should arrive at noon to set up/decorate.
- Board members will provide food and refreshments as outlined in Sue Stauffacher's separate email.

Board members present addressed envelopes, and folded and stuffed the prepared invitation letters which will be sent to all Roxbury veterans. There will be a small revision in the letter for next year.

#### NEW BUSINESS

None

#### NEXT MEETING DATE

Wednesday November 18<sup>th</sup> at 3:00 PM.

#### ADJOURNMENT

Meeting adjourned at 4:50 PM.

Respectfully submitted,

*Rich Burmann*

Rich Burmann



# TOWN OF ROXBURY CONNECTICUT

Council on Aging

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

## ROXBURY COUNCIL ON AGING REGULAR MEETING NOVEMBER 18, 2015

### MINUTES

#### CALL TO ORDER

3:10 PM at the Roxbury Senior Center

Roll Call: Present: Sue Stauffacher (Chair), Bonnie Bradley, Colby Kalisher, Jerrilynn Tiso.

#### APPROVAL OF MINUTES

The minutes of the October 28 meeting were read aloud. Colby Kalisher moved and Bonnie Bradley seconded to accept minutes as read.

#### CORRESPONDENCE

None

#### REPORTS

##### Municipal Agent

Jerrilynn Tiso shared some information from the Chore Service annual report 2014/2015. Roxbury received total service hours of 702, and wages for Chore workers totaled \$8,600 during this time. Jerrilynn reminded the group that Chore Service Gift Certificates were available, especially with Christmas around the corner. Lastly, Jerrilynn updated the group on the schedule and usage of the Senior Bus.

##### Senior Housing

Colby Kalisher reported that the Bernhardt Meadow BOD had held their annual meeting, and that their officers would remain the same. At this time there are no major issues at BM, and their finances are in good order. Colby also shared that the 2<sup>nd</sup> Wednesday in December, i.e. 12/9, there would be an Afternoon Tea at BM @ 3:00pm.

#### OLD BUSINESS

The group discussed the Veterans Day Celebration. Sue said she felt it was problematic that our celebration was not held on Veterans Day, and that going forward it must be on Veterans Day. The group also discussed how the personal stories from each Veteran who attended were missed this year, how the stories gave real meaning to the celebration, and the group decided to reincorporate the stories next year. Lastly, the group decided to add a line item in our FY16/17 budget specifically for our Veterans Day Celebration.

#### NEXT MEETING

It was decided that our December meeting would be cancelled. Next meeting January 13, 2016.

#### ADJOURNMENT

The meeting was adjourned at 4:15 PM.

Respectfully submitted,

*Jerrilynn Tiso*

Jerrilynn Tiso, Secretary

*These minutes are not official until approved at the next meeting of the COA*



# TOWN OF ROXBURY CONNECTICUT

---

Council on Aging

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

## **ROXBURY COUNCIL ON AGING REGULAR MEETING DECEMBER 16, 2015**

### **CANCELLATION NOTICE**

The regular meeting of the Council on Aging scheduled for December 16, 2015 has been cancelled. The next meeting of the Roxbury Council on Aging will be January 13, 2016 at 3:00 PM.