



# 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 13, 2016

### MINUTES

#### CALL TO ORDER

The meeting was called to order at 3:14 PM

Present: Sue Stauffacher, Bonnie Bradley, Richie Burmann, Michael Phillips, Joanne Logan

Absent: Jerrilynn Tiso, Colby Kalisher

#### APPROVAL OF MINUTES

The November 18, 2015 minutes were read and approved.

#### CORRESPONDENCE

None

#### REPORTS

##### Municipal Agent

None

##### Senior Housing

None

##### First Selectman

None

#### OLD BUSINESS

Discussed the status/usage of the new senior bus

#### NEW BUSINESS

##### Election of Officers

Sue Stauffacher will remain as Chair, Richie Burmann will be Vice Chair, and Jerrilynn Tiso will remain as Secretary.

The 2016/2017 budget was discussed and created.

We discussed housing in Roxbury for seniors wanting to downsize and stay in Roxbury. Several ideas were discussed. They were: sending out a Senior Survey to all Roxbury seniors to determine the level of interest. Joanne Logan agreed to work on the form if we decide to go forward with it.

Sue will invite Jim Conway to our February meeting for an update on alternative housing. We may ask Jerrilynn to apply for a grant for another "Conversation on Aging" in Roxbury.

#### ADJOURNMENT

The meeting was adjourned at 4:37 PM. Next Meeting Date: February 17 at 3:00 PM.

Respectfully Submitted

*Richie Burmann*

Richie Burmann



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## ROXBURY COUNCIL ON AGING REGULAR MEETING FEBRUARY 17, 2016

### MINUTES

#### CALL TO ORDER

The meeting was called to order at 3:05 p.m.

Sue Stauffacher (Chair), Joanne Logan, Colby Kalisher, Richie Burmann, Bonnie Bradley, Michael Phillips, Jerrilynn Tiso. Guests: Jim Conway, Zoning Commission Chair, Peter Filous, Planning Commission Chair

#### NEW BUSINESS

##### Report on the State of Alternative Housing in Roxbury

Jim Conway and Peter Filous informed the group about the status of the Smart Growth Committee and any common interest ownership projects that could be proposed for Roxbury. They both wanted to make very clear that the Planning & Zoning Commissions were both still very committed to providing alternative and affordable housing options for seniors who want to downsize and stay in Roxbury, and for young families who would like to move into Roxbury. Jim Conway also shared a little of a plan for Roxbury's Zone A which he had developed and presented to the Zoning Commission. Jim was quite hopeful that this plan could bear fruit in the not too distant future. Both gentlemen said the COA's presence at Planning and/or Zoning Commission meetings would be good.

#### APPROVAL OF MINUTES

The minutes of the January 13<sup>th</sup> meeting were read aloud. Joanne Logan moved to accept the minutes as read, Bonnie Bradley seconded, all in favor.

#### REPORTS

##### Municipal Agent

Jerrilynn Tiso read her annual report to the group. Jerrilynn also summarized the Chore Service annual report for the group.

##### Senior Housing

Colby stated the wait list at Bernhardt Meadow was up to 96, and that the quarterly meeting of the Bernhardt Meadow BOD was next week (2/24).

#### NEXT MEETING

March 16, 2016 at 3:00pm

#### ADJOURNMENT

The meeting was adjourned at 5:00 p.m.

Respectfully submitted,

*Jerrilynn Tiso*

Jerrilynn Tiso, Secretary

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## ROXBURY COUNCIL ON AGING REGULAR MEETING MARCH 16, 2016

### MINUTES

#### CALL TO ORDER

The meeting was called to order at 3:11 p.m.

Present: Sue Stauffacher (Chair), Bonnie Bradley, Joanne Logan, Michael Phillips, Richie Burmann Absent: Jerrilynn Tiso, Colby Kalisher

#### APPROVAL OF MINUTES

The minutes of the February 17<sup>th</sup> meeting were read aloud. Richie Burmann moved to accept them as read and Michael Phillips seconded. All in favor.

#### REPORTS

##### Municipal Agent

None Senior Housing - none First Selectman – none

#### BUSINESS

##### Senior Community Questionnaire

We reviewed the "Senior Community Questionnaire" written by Joanne Logan. Possible changes to this survey were discussed along with ways we might distribute it to the Roxbury community. Joanne will make these changes and we will continue the discussion next month. Thank you, Joanne.

##### Land Trust Office Space

There was some discussion about the possible uses for the vacated Land Trust space. The Board decided to table this topic until next month's meeting. Joanne Logan and Richie Burmann are also members of the Senior Center Board of Directors and will bring up this topic at the next scheduled meeting on April 7.

#### NEXT MEETING

April 20, 2016 at 3:00 p.m.

#### ADJOURNMENT

Motion to adjourn at 4:28 p.m. by Richie Burmann, seconded by Bonnie Bradley. All in favor.

Respectfully submitted,

*Richie Burmann*

Richie Burmann

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## ROXBURY COUNCIL ON AGING REGULAR MEETING APRIL 20, 2016

### MINUTES

#### CALL TO ORDER

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

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

Guest: Linda Wahlers, Senior Center Director

#### CORRESPONDENCE

None

#### APPROVAL OF MINUTES

Jerrilynn Tiso read the minutes of the March 16<sup>th</sup> meeting aloud. All in favor of accepting the minutes as read.

#### OLD BUSINESS

Guest Linda Wahlers explained that it was not yet clear whether the Senior Center would be given use of the vacated Land Trust space, or whether the Board of Selectmen would vote to lease space to another tenant. The group talked about how the space could be used if in fact it was given to the Center. It was suggested that the rectangular room be used as a meeting room and for a variety of classes. Linda mentioned having the computers set up in rectangular room as it would be more conducive to folks using them. Other space could be set up as a multi-purpose room with TV, DVD player, games, puzzles, Wii, etc.

#### REPORTS

##### Municipal Agent

Jerrilynn Tiso informed the group about two conferences she would be attending, one on the Gatekeeper Program and the other on the issue of Hoarding. Jerrilynn will be presenting a program on end of life care called "Five Wishes" June 17<sup>th</sup>. Lastly, Jerrilynn reported that usage of the senior bus had been steadily increasing.

#### NEW BUSINESS

None

#### NEXT MEETING

May 18, 2016

#### ADJOURNMENT

The meeting was adjourned at 4:55 PM.

Respectfully submitted,

*Jerrilynn Tiso*

Jerrilynn Tiso, Secretary

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# TOWN OF ROXBURY CONNECTICUT

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## ROXBURY COUNCIL ON AGING REGULAR MEETING JUNE 15, 2016

### MINUTES

#### CALL TO ORDER

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

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

Absent: Joanne Logan, Colby Kalisher

#### CORRESPONDENCE

None

#### APPROVAL OF MINUTES

The Minutes of the April 20, 2016 meeting were not reviewed at this time.

#### REPORTS

##### Municipal Agent

Jerrilynn Tiso reported that she was continuing to accept applications for the Renters Rebate Program. Jerrilynn also reported that the senior bus usage was increasing for shopping trips and medical transports. The bus usage for trips was at capacity. Jerrilynn also told the group that a back-up driver with valid F Endorsement had been hired by the Town. He is Alan Dinho, a resident of Bridgewater who also one of the drivers of the Bridgewater senior bus.

#### OLD BUSINESS

The group spoke for a short while about the senior housing issue. Sue Stauffacher said she had run into Peter Filous who told her that not much had happened since he and Jim Conway attended our COA meeting. Michael Phillips said he would read over all Planning & Zoning meeting minutes and give us a report next meeting.

#### NEW BUSINESS

Jerrilynn Tiso brought up the issue of the Meals on Wheels Program not really functioning well in Roxbury primarily because folks did not enjoy the food provided. However Jerrilynn does see a need for this type of service. Jerrilynn suggested the COA spearhead our own MOW delivery system working together with the Roxbury Deli-Market. Jerrilynn will discuss with Barbara Henry and the owner of the Market and report back to the group next meeting.

#### NEXT MEETING

The COA will not meet in July and August, and decided our next meeting date would be September 14, 2016.

#### ADJOURNMENT

The meeting was adjourned at 4:30 PM.

Respectfully submitted,

*Jerrilynn Tiso*

Jerrilynn Tiso, Secretary

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# TOWN OF ROXBURY CONNECTICUT

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## ROXBURY COUNCIL ON AGING REGULAR MEETING SEPTEMBER 14, 2016

### MINUTES

#### CALL TO ORDER

The meeting was called to order at 3:09 p.m.

Members Present: Sue Stauffacher (Chair), Michael Phillips, Bonnie Bradley, Richie Burmann, Colby Kalisher, Jerrilynn Tiso. Members Absent: Joanne Logan

#### CORRESPONDENCE

None

#### APPROVAL OF MINUTES

The minutes of the June, 2016 meeting were read aloud. Colby Kalisher had a question about the MOW program. Bonnie Bradley moved, Michael Phillips seconded motion to accept minutes as read, motion carried.

The minutes of the April, 2016 meeting were read aloud. Colby moved, Richie Burmann seconded motion to accept minutes as read, motion carried.

#### REPORTS

##### Municipal Agent

Jerrilynn Tiso reported that there were currently 10 Roxbury seniors receiving Chore service which is an increase of 2 clients. Sally Irwin, Chore coordinator, is looking for another Roxbury worker. Jerrilynn also reported that she had begun accepting applications for this winter's Energy Assistance Program. Lastly, Jerrilynn told the group that Renters Rebate checks would be mailed to senior renters on October 27<sup>th</sup>.

##### Senior Housing

Colby Kalisher reported that their BOD would not be meeting until November, 2016.

#### OLD BUSINESS

Jerrilynn talked about the need for a coordinator/dispatcher for the Roxbury bus "Dial-A-Ride" service. Jerrilynn said this job was becoming increasingly time-consuming as more and more seniors avail themselves of this service, and she had agreed to be dispatcher in the interim. Jerrilynn no longer wishes to have this job. Discussion ensued. Jerrilynn explained the Town of Kent's FISH Program to the group. Another option would be to hire PT dispatcher who could work from home. Sue said she would ask Barbara Henry to come to our next meeting in order to discuss this issue.

#### NEW BUSINESS

##### Veterans Day Celebration

Will be held on Veterans Day which is November 11<sup>th</sup> this year, 1:00-3:00 p.m. List of what food/drink each COA member would contribute was compiled. Jan and Bill Steers will decorate the Senior Center.

Next Meeting: October 19, 2016, 3:00 p.m.

#### ADJOURNMENT

The meeting was adjourned at 4:40 p.m.

Respectfully submitted,

*Jerrilynn Tiso*

Jerrilynn Tiso, Secretary

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## ROXBURY COUNCIL ON AGING REGULAR MEETING OCTOBER 19, 2016

### MINUTES

#### CALL TO ORDER

The meeting was called to order at 3:15 p.m.

#### ROLL CALL

Present - Sue Stauffacher (Chair), Bonnie Bradley, Michael Phillips, Richie Burmann, Colby Kalisher

Absent - Joanne Logan, Jerrilynn Tiso

#### APPROVAL OF MINUTES

The minutes of September 14 were reviewed. Colby Kalisher moved to accept and Bonnie Bradley seconded; all in favor.

#### CORRESPONDENCE

None

#### REPORTS

##### Municipal Agent

None

##### Senior Housing

None

##### First Selectman

None

#### OLD BUSINESS

Invitation letters were prepared for the Veteran's Reception.

#### NEW BUSINESS

The discussion regarding Jerrilynn's role in scheduling senior transportation has been tabled until next month's meeting.

Next Meeting Date: November 16, 2016, 3 p.m., Senior Center

#### ADJOURNMENT

Motion to Adjourn: Bonnie moved; Colby seconded. All in favor, 4:25 p.m.

Respectfully submitted,  
***Rich Burmann***  
Rich Burmann

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## ROXBURY COUNCIL ON AGING REGULAR MEETING NOVEMBER 16, 2016

### MINUTES

#### CALL TO ORDER

The meeting was called to order at 3:05 p.m.

Richie Burmann, Joanne Logan, Bonnie Bradley, Sue Stauffacher (Chair), Colby Kalisher, Jerrilynn Tiso., Michael Phillips.

#### APPROVAL OF MINUTES

Sue Stauffacher read aloud the minutes of the October 19<sup>th</sup> meeting. The minutes were approved as read by Colby, Michael and Bonnie.

#### CORRESPONDENCE

None

#### REPORTS

##### Municipal Agent

Jerrilynn reported that the Medicare Open Enrollment period was in full swing and she was seeing folks who wanted to make sure they had the best prescription and/or Medicare Advantage Plan going into the New Year. Jerrilynn said she was quite busy taking applications for this winter's Energy Assistance Program. Jerrilynn explained to the group how the Town now has two food pantries, one at Senior Center and one at the Christ Church. A large donation from the Knights of Columbus had just been received and shared with the church. Lastly, Jerrilynn showed the group how her statistics regarding her activities, i.e. client contacts and reason for contact, were being recorded thanks to assistance from Jimmy Hurlbut.

##### Senior Housing

Colby reported that the BOD of Bernhardt Meadow had had their annual meeting the week before. The waiting list at Bernhardt is 2-3 years. Colby also reported that their BOD had decided to ask HUD for more subsidy dollars for each unit. The Christmas Party at Bernhardt Meadow is set for December 15<sup>th</sup>.

#### OLD BUSINESS

##### Housing Initiative

Michael Phillips told the group he had spoken with Peter Filous. Peter said that the folks on the Planning & Zoning Commissions were still working on a plan to allow for affordable housing to be built in Roxbury.

##### Veteran's Reception

The group talked about the Veteran's Reception held at the Senior Center on November 11<sup>th</sup>. Everyone thought the affair went very well, and remarked that the highlight is always how the Vets loved to see each other and socialize with each other. No doubt the COA will continue to host this annual event.

##### CHORE Service

Jerrilynn shared CHORE statistics with the group (please see attached from Sally Irwin, CHORE Coordinator).

#### NEW BUSINESS

None.



**NEXT MEETING**

December 21, 2016, 3:00pm.

**ADJOURNMENT**

The meeting was adjourned at 4:03 p.m.

Respectfully submitted,

*Jerrilynn Tiso*

Jerrilynn Tiso, Secretary

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## Jerrilynn Tiso

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**From:** Sally Irwin <coordinator@choreservicelh.org>  
**Sent:** Tuesday, October 18, 2016 3:16 PM  
**To:** Jerrilynn Tiso  
**Subject:** Usage report for Roxbury

Hi Jerrilynn,

Nice to talk to you today. I added what I thought was fairly accurate for September so I could get you some numbers for the last fiscal year.

We served a total of 12 clients in Roxbury this past fiscal year – October 1, 2015 through September 30, 2016

Hours of Usage under our WCAAA program	429
Hours of Usage for Private Clients	264
Hours spent driving clients	14.5

Total hours of service for Roxbury Clients 707.5

Chore Workers from Roxbury:

Nony O'Hara – has now moved to Litchfield Senior Housing and is recovering from surgery

Judy DeVesta  
Stephanie Kafka  
Jessica Patterson

Possible new Chore Worker: Tricia Anderson  
New Volunteer for Driving: Michael Boyd

We are currently serving 8 Roxbury clients with the possibility of a 9th coming on shortly.

Hope this gives you what you need.

Sally



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## **ROXBURY COUNCIL ON AGING REGULAR MEETING DECEMBER 21, 2016**

### **CANCELLATION NOTICE**

The regular meeting of the Council on Aging has been cancelled. The next meeting is scheduled for January 11, 2017.

*These minutes are not official until approved at the next meeting of the Council on Aging*