



Minutes

September 7, 2010

Members Present: Don Daria, Sharda Khilnani, Cindy Bright, Wanda Mukherjee, Les Tryon, Deborah Bordeaux, and Donna Fenske.

Members Absent: Bonita Sharpe, Mark Roberts, and Mayor Vivian Jones.

Staff Present: Susan Simpson, Parks & Recreation
Rebecca Freeman, Resources for Seniors

CALL TO ORDER

Vice –Chairman Don Daria called the meeting to order at 3:10 p.m.

MINUTES

ACTION: Cindy Bright made a motion to approve the minutes as submitted. Sharda Khilnani seconded the motion which carried unanimously.

ITEMS FOR AGENDA FROM BOARD MEMBERS

Cindy Bright asked to include a discussion of Automated Sign-ins. This will be Item 7 b. Donna Fenske asked to include discussion of computers, and a possible project. This will be item 7 c.

CHAIRPERSON'S REPORT

None.

OLD BUSINESS

Ms. Simpson gave an update on the plan to install bollards and rope along the back side of the building to block traffic from parking along the access road. She reported that the bollards are in and that they are being powder-coated and will be installed by the end of the month. She stated that she meet with the seniors several weeks before and explained what and why they were installing the bollards. No one voiced any concerns.

Donna Fenske reported on the Internal Beautification Committee's progress since the June meeting when the group was formed. Members include: Ms. Fenske, Deborah Bordeaux, Susan Simpson, and Carol Battle. She stated that the group started in the lobby with rearranging furniture and removing and relocating the book sale table to another spot at the center. The group has talked about painting the lobby and getting a TV bracket for mounting on the wall. Next the group moved into the hallways and looked at bulletin boards. The staff and Ms. Fenske will keep them updated and cleared of old notices. In the dining room, the group moved the piano and put up some different art work. The next sections will be the body shop and the craft room. The group is getting quilt racks to display the beautiful work. They currently need sanding and painting.

Rebecca Freeman gave the staff report from the center. She passed out a list of events

from the summer and those upcoming. During the summer, the center hosted an Art show, a Resource Fair, held the AARP Driving Safety course, and had two summer parties. A number of classes are on break during the summer months but will start back in the fall. Meal Site Manager Elaine Suarez resigned and Jessica Holman was named as her replacement. Upcoming events in September, October and November are: a Vitamin seminar, hearing tests, a health fair, movie night, Halloween party, craft fair and the anniversary party. Deborah Bordeaux asked about the driver safety course and how to make it more successful. She suggested that if a local insurance agency sponsored the event and seniors could get a discount on their insurance. Ms. Freeman will check on that. Don Daria mentioned that it might be nice to have their art show coincide with the Art after Hours. Staff will contact the DRC.

NEW BUSINESS

Ms. Simpson reported on some repairs in the new expansion space. There were some problems with the HVAC units and Landmark Construction was called in to fix the problems. Condensation was running down the walls instead of flowing out the lines and out of the building. Don Daria asked about the roof and when it was scheduled for replacement. Ms. Simpson stated it was in the Capital Improvement Plans and the cost is approximately \$25,000.

Cindy Bright and Wanda Mukherjee brought up the possibility of an automated sign-in computer. This would help in gathering information and tracking those in the building. Ms. Simpson stated that this would be an expense borne by Resources for Seniors, not the Town. After additional discussion, the board consensus was to recommend some type of system to the RFS staff.

Ms. Mukherjee brought up the idea for a scout project of building picnic tables to place in some area at the center. Ms. Bordeaux mentioned that it needs to be something easy for seniors to get into and out of. Ms. Simpson stated that a shelter would be better in the heat and it could be incorporated into the next expansion phase.

The last item of business was a general discussion of housekeeping items. Ms. Fenske mentioned the center has a number of stained chairs that need cleaning. She wondered about the process. Ms. Simpson stated that staff should get a number and then submit a work order to the Town. They have several companies that can do the work. Ms. Fenske then mentioned

a mural in the body shop and also a mounted TV. Ms. Simpson stated that if an artist wants to draw a mural then the Town would need a proposal and if Resources for Seniors wanted to purchase a TV, then the Town would install it. There was some discussion of hauling off old computer parts out of the Computer room and trying to make more space for the instructor's classes. Ms. Simpson noted that the room was never designed for computers but was a medical room. She indicated that in the next phase of expansion a real computer room with proper vents for cooling and power/data might be investigated. Ms. Fenske asked about the expansions. Ms. Bordeaux gave her a copy of the report prepared by Hale Architects. These are good ideas to be discussed when the next phase of work is funded.

ADJOURNMENT

Being no further business, the meeting was adjourned.

Respectfully submitted,



Susan Simpson, Secretary



Bonita Sharpee, Chairperson